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| July 2015  Officers get together if possible; phone if not  Sponsor – sign up for remind.com and share info with officers | August 2015  Presentation at Freshman orientation the week before school  Verify other teachers helping (Ms. Nunez?)  Contact Liz for first workshop  Schedule and advertise for literacy club meeting  Order books for book club |
| September 2015  First literacy team meeting  First poetry team meeting  First book club meeting  First writing club meeting  \*design t-shirt / order  Contact other schools to see who will hold district literacy conference | October 2015  Poetry team meetings  Book club meetings  Writing club meetings  Teen Read week – (???)  \*Lunch jam if ready  Activity request for Poetry Slam submitted |
| November 2015  Poetry team meetings  Book club meetings  Writing club meetings  \*Lunch jam if didn’t do one in October or if they want to do another | December 2015  Poetry team meetings  Book club meetings  Writing club meetings  Contact middle schools about visiting in Feb.  Start collecting short stories, poems for literary magazine |
| January 2016  Edgar Allen Poe birthday recognition – Jan. 19  Poetry team meetings  Book club meetings  Writing club meetings  Plan district slam (Liz??)  Submit paperwork for middle school visits | February 2016  Poetry team meetings  Book club meetings  Writing club meetings  \*lunch jam  Poets visit middle schools |
| March 2016  Dr. Seuss birthday, March 2  Poetry team meetings  Book club meetings  Writing club meetings  \*lunch jam | April 2016  Poetry team meetings  Book club meetings  Writing club meetings  Poetry slam  Finalize literacy magazine and chapbook |
| May 2016  Final book club, writing group, poetry meetings  District poetry slam  Final literacy team meeting – elections & publications | June 2016  Be sure incoming officers and sponsor have emails (students can share phone #s) and give all members remind.com codes. |