

**JEFFERSON CITY SCHOOL DISTRICT**

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**SHELBY SCARBROUGH**  
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June 25, 2020

Welcome to the Jefferson City School District. We are very excited to have you join our team! We will be hosting our New Teacher Training on August 10-14. This event will be held at Capital City High School. In the coming weeks we will be sending a detailed agenda that will outline the days and times of the various training sessions.

You have been assigned a short questionnaire regarding the training week in Google Classroom. Please complete and submit the questionnaire by July 10, so that we know you have received the necessary information.

As a staff member serving in a certified position, you will be issued an electronic device by the district. We will be distributing devices at the training on Monday, August 10.

We look forward to meeting you on August 10. Please let us know if you have any questions. You can reach me at the email or phone number above or you can email or call Susan Crowe at 659.3226. Enjoy your summer!

Thank you,

A handwritten signature in black ink, appearing to read 'Shelby Scarbrough'.

Shelby Scarbrough  
Chief of Learning

A handwritten signature in black ink, appearing to read 'Susan Crowe'.

Susan Crowe  
Professional Development

cc: Dr. Larry Linthacum  
Gary Verslues  
Building principals

Lorie Rost  
Bridget Frank