

****2018-2019 Work Study Calendar**

- Please note all morning meetings will be at 7:20AM in Room 270. Please be on time.
- Each Timesheet **MUST** be completed via GoogleSheet by the following Monday for full credit. You are at risk for partial credit (within week) or no credit (after one week).
- All assignments can be shared via Googledoc to Mr. George at sgeorge@hinghamschools.org

Term 1	
9/5/08	Opening Mandatory Meeting; Essay 1 will be on website; Will receive paperwork.
Term 1 ongoing:	
<ul style="list-style-type: none"> • Timesheets due each Monday based on prior week. • Completion of online Journal entries each week • Performance Evaluation completed by employer 	
9/14 (FRI)	Student Agreement, Mass Form, Civil Rights Form due by end of day.
9/21 (FRI)	Morning Meeting (7:20am): <i>Transferable Skills</i>
9/26 (WED)	Essay #1 due: Current Employment Situation
10/12 (FRI)	Morning Meeting (7:20am): <i>Career Planning</i>
Term 2	
Term 2 ongoing:	
<ul style="list-style-type: none"> • Timesheets due each Monday based on prior week. • Completion of online Journal entries each week • Performance Evaluation completed by employer 	
11/9 (FRI)	Morning Meeting (7:20am): <i>Goal Setting & Acting Responsibly</i>
12/4 (TUES)	Essay #2 due: Transferable Skills
12/18 (TUES)	Morning Meeting (7:20am): <i>Mentoring & Networking</i>
Term 3	
Term 3 ongoing:	
<ul style="list-style-type: none"> • Timesheets due each Monday based on prior week. • Completion of online Journal entries each week • Performance Evaluation completed by employer 	
2/ 5 (TUES)	Morning Meeting (7:20am): <i>Resumes</i>
3/7 (THU)	Essay #3 due: Connection between school and work
3/15 (FRI)	Morning Meeting (7:20am): <i>Dealing with Difficult People</i>
Term 4	
Term 4 ongoing:	
<ul style="list-style-type: none"> • Timesheets due each Monday based on prior week. • Completion of online Journal entries each week • Performance Evaluation completed by employer 	
4/5 (FRI)	Morning Meeting (7:20am): <i>Time Management</i>
5/3 (FRI)	Essay #4 due: Teamwork
5/17 (FRI)	Morning Meeting (7:20am): <i>How to ask for a Raise?</i>