

JA in a Day Sample Middle School Agenda

- 7:45 AM** **Volunteers Arrive at School**
Sign in at main office and obtain visitor's badge. A JA or school representative will be in the front lobby to greet you and guide you to our meeting place for the day. This is a good time to review and ask last minute questions.
 - 8:00 AM** **Opening Remarks. Overview of Day. Group Photo.**
 - 8:10 AM** **Volunteers Escorted to Assigned Classroom and Begin Sessions**
Throughout the day, students will be rotating classes. You will be teaching the same session all day, once for each rotation group.
- Lunch/Specials** You will teach the program and remain in the classroom except for when the students are at lunch. See below for a general timing guide. Please report back to the designated room during these times - lunch will be provided for you.
- 2:00 PM** **Wrap Up of JA Program and Presentation of JA Certificates.**
Please wrap up no later than 3:00 PM. Sign out with the office and JA before you leave.

School Address: 120 Powell Place, Nashville, TN 37204

Contact Info:
Middle School
JA Staff

615.111.1111
615.222.2222

7th Grade Schedule			
Rotation Group 1	8:10	to	8:50
Rotation Group 2	8:55	to	9:45
Rotation Group 3	9:50	to	10:40
Rotation Group 4	10:45	to	11:30
Lunch	11:30	to	12:05
Rotation Group 5	12:12	to	1:00
Lunch times may vary slightly by class.			

Thank You, Volunteers!