



WAIP Notes

Check out the new button on the main page!

[How to download the WAIP to a zip file!](#)

Or see below...

How to Download the WAIP to a Zip File

After you have read the WAIP, scroll to the bottom of the page and click this button:

[OR click HERE for individual memos saved to theGoogle Drive!](#)

You will then be redirected to a Google drive that houses all the WAIP information:

WAIP MEMOS ▾ 👤

Folders

WAIP MEMOS 07.14.22 WAIP MEMOS 07.22.22 WAIP MEMOS 07.29.22 WAIP MEMO

WAIP MEMOS 08.26.22 WAIP MEMOS 09.02.22 WAIP MEMOS 09.09.22 WAIP MEMO

Files

Click on the folder you wish to download and open it up. This will give you a view of all documents included in this particular week's WAIP:

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Files



2022-2023 Reading Acade...



2022-2023 Reading Acade...









Carter BloodCare Blood Dri...

To download all files, click on the first file so that it turns blue:

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Files

 <p>DATE: July 14, 2022 TO: Elementary Campus Administrators FROM: Megan Frankenberg, Director of Elementary Integrated Library Studies RE: 2022-2023 Reading Academy Enrollment</p> <p>This year's GUSD Reading Academy participants include 2nd and 3rd grade teachers, ALE, ABC, SWFSE, and Homestead teachers. New to position Kindergarten, 1st grade, Resource, and Intervention teachers. New to position Early Learning Support Teachers (ELSTC).</p> <p>During the 2022-2023 school year, all first-time Reading Academy participants will work on the course during professional development days: August 3, November 4, December 18, January 7 & 8, February 20, April 10, May 28 & May 30. These professional development days will provide teachers with 40 hours of contact time to complete the Reading Academy coursework. As with previous years, administrators are asked to support teachers with an additional 8 hours of contact time every 8 weeks to work on the course to ensure successful completion.</p> <p>PDF 2022-2023 Reading Acade...</p>	 <p>DATE: July 14, 2022 TO: Elementary Campus Administrators FROM: Megan Frankenberg, Director of Elementary Integrated Library Studies RE: 2022-2023 Reading Academy Enrollment</p> <p>This year's GUSD Reading Academy participants include 2nd and 3rd grade teachers, ALE, ABC, SWFSE, and Homestead teachers. New to position Kindergarten, 1st grade, Resource, and Intervention teachers. New to position Early Learning Support Teachers (ELSTC).</p> <p>During the 2022-2023 school year, all first-time Reading Academy participants will work on the course during professional development days: August 3, November 4, December 18, January 7 & 8, February 20, April 10, May 28 & May 30. These professional development days will provide teachers with 40 hours of contact time to complete the Reading Academy coursework. As with previous years, administrators are asked to support teachers with an additional 8 hours of contact time every 8 weeks to work on the course to ensure successful completion.</p> <p>PDF 2022-2023 Reading Acade...</p>	 <p>DATE: July 14, 2022 TO: All Employees FROM: LG Kalkbrenner, Coordinator of Employee Wellness and Nutrition RE: Carter BloodCare Blood Drive, July 27th 2022</p> <p>INFORMATION</p> <p>Our area is currently in need of blood donations. Please consider donating at this drive or at a Blood Donor Acceptance Center.</p> <p>Carter BloodCare donation bus will be onsite for a blood drive:</p> <ul style="list-style-type: none"> July 27 11:30 a.m.-4:00 p.m. Chattanooga Development Center parking lot (375 W. Buckingham Rd.) <p>PDF Carter BloodCare Blood Dri...</p>
 <p>DATE: July 14, 2022</p> <p>INFORMATION</p>	 <p>DATE: July 14, 2022 TO: Assistant/Principal Principals</p> <p>ACTION REQUIRED</p>	 <p>DATE: July 14, 2022 TO: Assistant/Principal Principals</p> <p>ACTION REQUIRED</p>

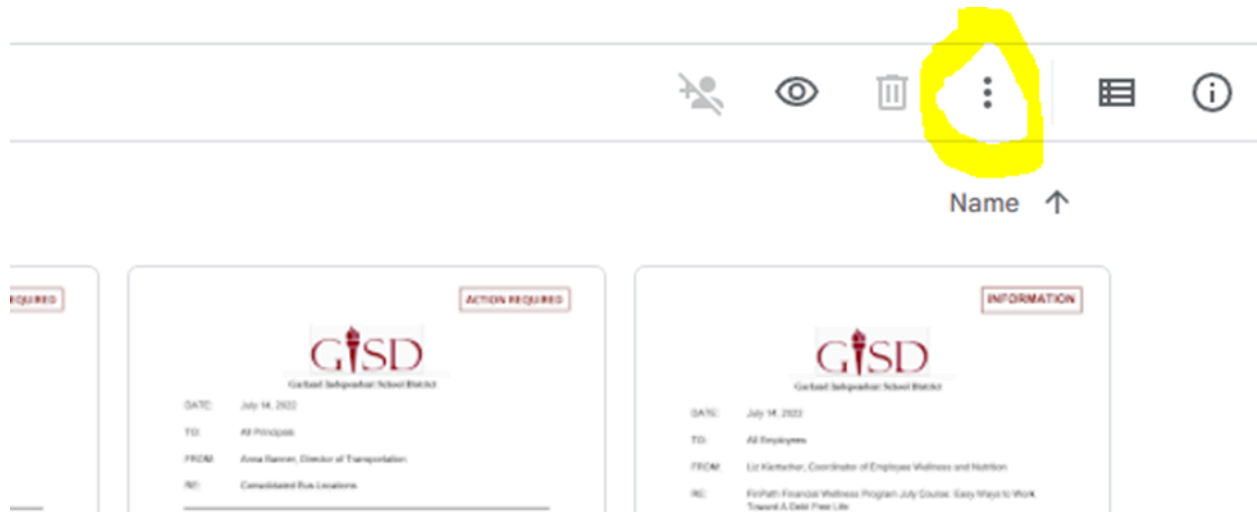
Then on your keyboard click Ctrl and the letter A at the same time. This will select all files (all are now blue):

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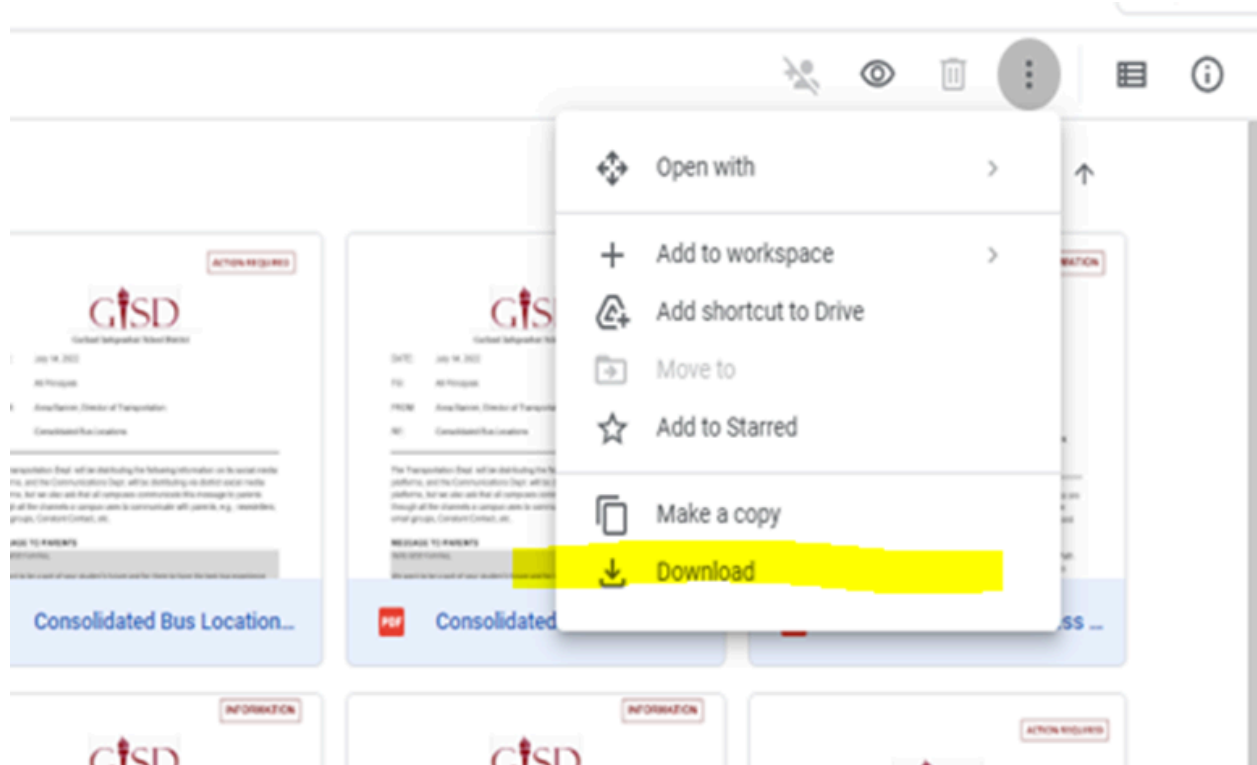
Files

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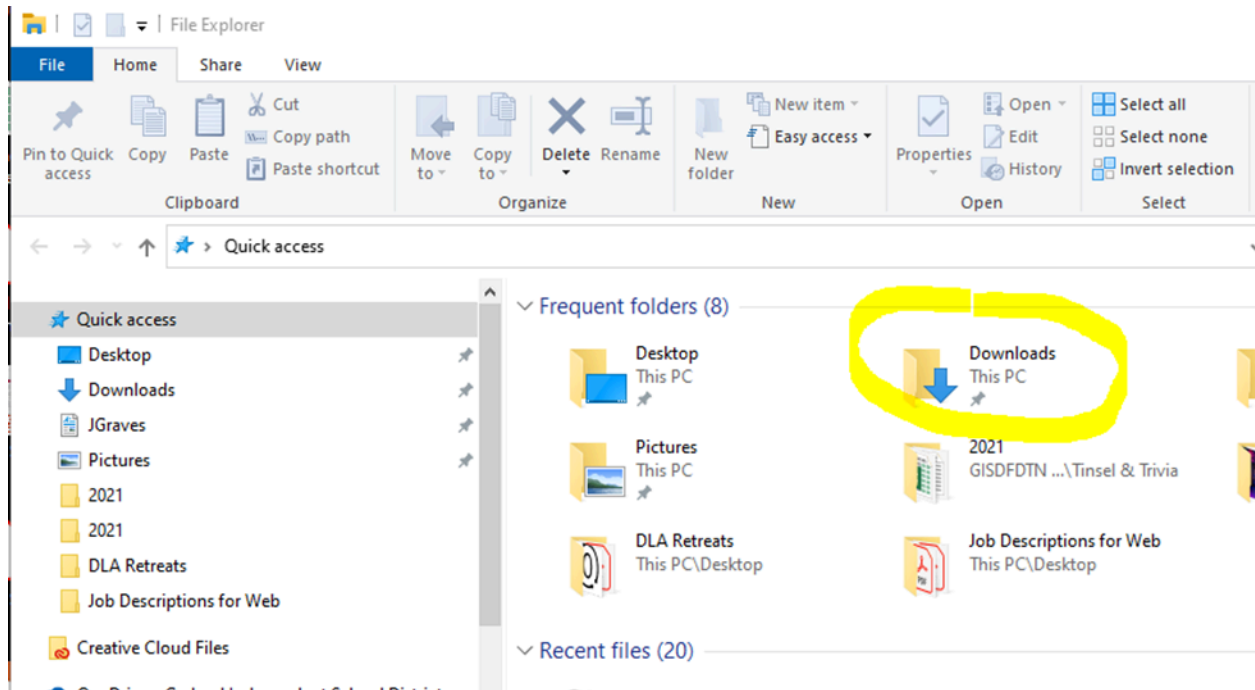
Next look at the top right-hand corner of your screen and look for the three dots stacked on top of each other:



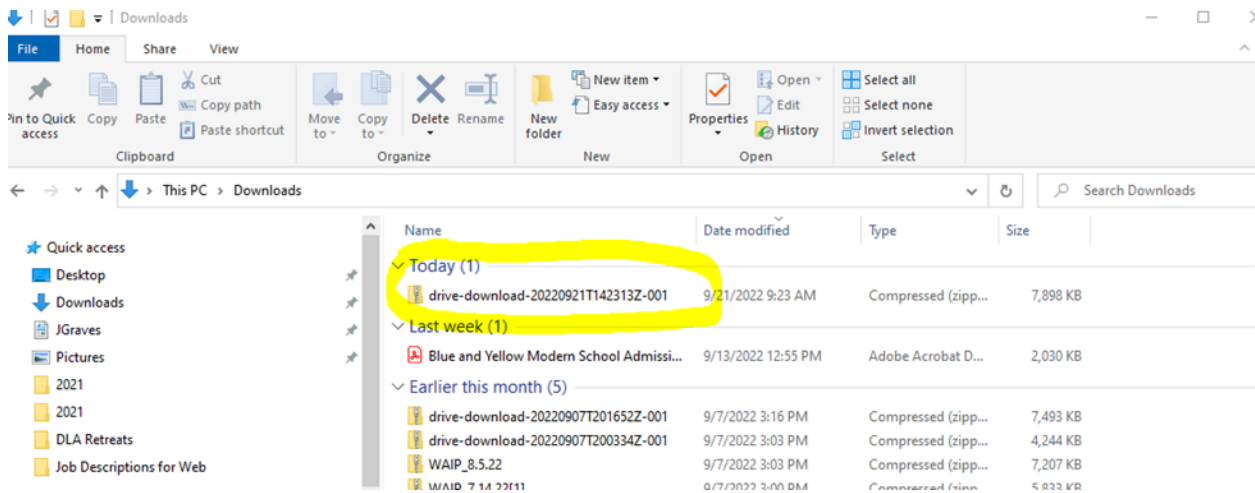
This will open a drop-down menu. Scroll to the bottom and select download:



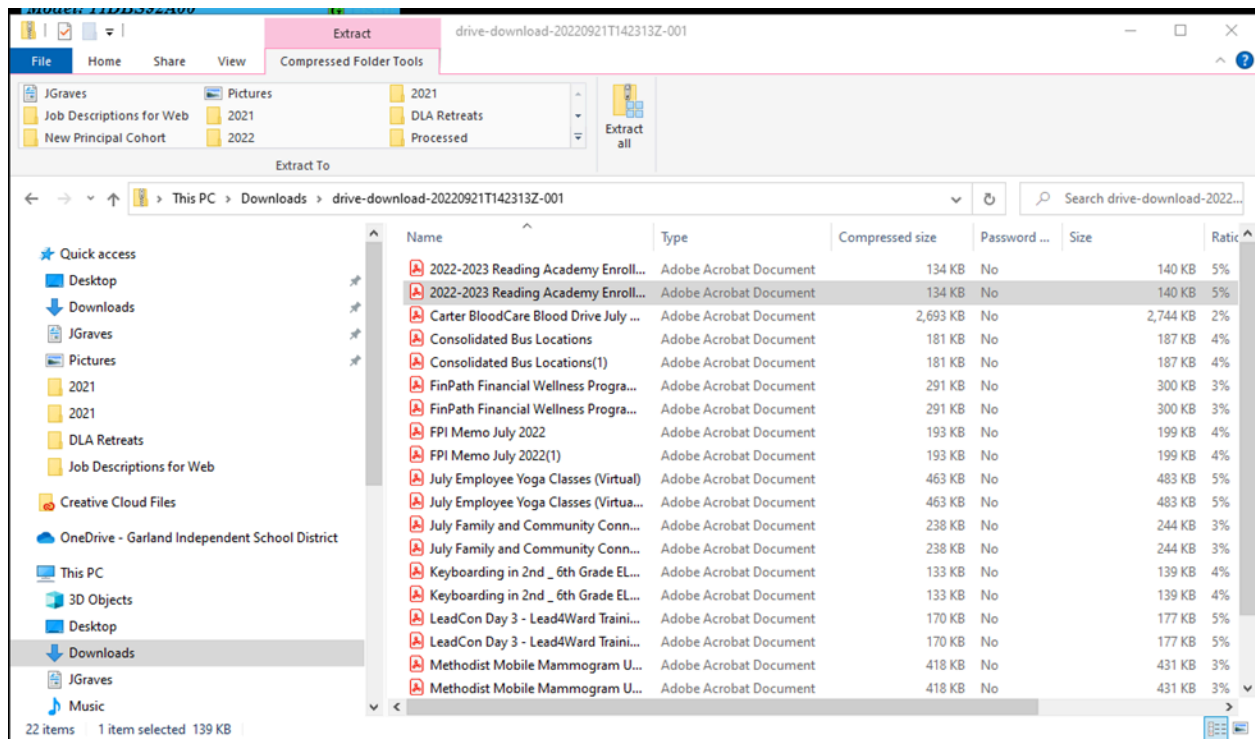
Once the download is complete, open up your File Explorer and navigate to the download file:



Open the folder and your downloaded zip files will be the first item:



Click on the zip to open and from here you can drag and drop files into emails or on to your desktop:



Which WAIP categories apply to me?

Why there are so many buttons:

- We created WAIP categories in hopes of streamlining information that your specific position needs to review.
- WAIPs can become large at certain times of the year and the streamlined button approach keeps you from missing important information for your job

Button	For	Includes
Table of Contents	Everyone	List of all items in this week's WAIP
Administrators	Department Admin	Will contain forms that pertain to Departments
All Principals	Secondary & Elementary Principals & Asst. Principals	Information & Action items for Elementary & Secondary Principals & Asst. Principals
Secondary Principals	High & Middle Principals & Asst. Principals	Information & Action items for High & Middle Principals & Asst. Principals
Elementary Principals	Elementary Principals & Asst. Principals	Information & Action items for Elementary Principals & Asst. Principals
All GISD Staff	GISD Employees	Information that will benefit anyone in the district
WAIP - ALL	Everyone	A complete copy of this weeks WAIP

Where is the information that pertains to me?

- **Several places!**
 - Check your button (Principal, Administration, All, etc.) This lets you view only items that pertain to your specific group.
 - OR check the WAIP - ALL button to view a full copy
- **You may also view all documents here:** <https://home.garlandisd.net/WAIP>

How to download individual forms:

- **To download individual forms you have two options**
 - Visit the intranet to retrieve the zip file <https://home.garlandisd.net/WAIP>
 - Or you can save a PDF from the live WAIP and extract the pages you need to disseminate to individual groups

Is this information archived on the intranet?

- **Absolutely!** All historical WAIP information is stored on the GISD intranet. If you need information from last spring, it's there! Just go to...

<https://home.garlandisd.net/WAIP>

