



COLORADO DEPARTMENT OF EDUCATION

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Robert K. Hammond
Commissioner of Education

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Deputy Commissioner

Keith Owen, Ph.D.
Associate Commissioner

To: Regional Training Attendees
From: Jeanne M. Aiello, SNS, Senior Consultant
Date: September 12, 2011
Subject: Regional Training for New Managers

The southwest regional training for new Managers/Directors will be held on Thursday and Friday, October 27th and 28th in Bayfield.

Where: Bayfield Middle School, room 123
615 E. Oak Street
Bayfield, Colorado
(970) 884-9592

Directions from US Hwy. 160:

1. Turn north onto N Commerce Dr, and then immediately turn right onto E Colorado Dr (480 ft)
2. Turn left onto Mountain View Dr (0.5 mi.) Phillips 66 on the corner
3. Bear right onto E Oak Dr (0.1 mi.). The last intersection is Mountain View Dr. If you reach N Cedar Dr, you've gone too far.

When: Thursday: 9 a.m. – 4:30 p.m.
Friday: 9 a.m. – 2:30 p.m.

Coffee and fruit will be provided each morning; and lunch will be provided on Friday. You will be on your own for lunch on Thursday.

Jess Harvat from the USDA Food Distribution Program will be available via conference call Thursday morning for discussion and to answer questions.

Please bring a few pencils, your district HACCP plan, the USDA *Food Buying Guide* and one week of completed Daily Production Records with corresponding menus. I look forward to seeing you in October and in the meantime, please feel free to call us with any questions you may have (303-866-6661 or toll free 888-245-6092).