



STATE OF LOUISIANA  
**DEPARTMENT OF EDUCATION**  
**RECOVERY SCHOOL DISTRICT**

1641 Poland Avenue, New Orleans, LA 70117  
504.872.0600 • www.nolapublicschools.net



PREPARING FOR ORIENTATION

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New Teacher Induction is a crucial part of your transition to the Recovery School District. This week-long orientation is scheduled for 8/20/07. It is our priority to prepare you for the 2007-08 school year in an efficient and organized way; in order to do that, **you will need to arrive prepared with all required documentation** identified below.

ORIENTATION CHECKLIST	
<input type="checkbox"/>	drivers license or state-issued photo identification and 2 photocopies of drivers license or state-issued photo identification
<input type="checkbox"/>	photocopy of Social Security card
<input type="checkbox"/>	voided check or banking information, including routing number and account number
<input type="checkbox"/>	Social Security Number of spouse or dependents for completion of employee benefit forms
<input type="checkbox"/>	Social Security Number of beneficiary to complete retirement or insurance forms