

FOIA MARKER

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Presidential Library Staff.**

Collection/Record Group: Clinton Presidential Records
Subgroup/Office of Origin: National Service
Series/Staff Member: Shirley Sagawa
Subseries:

OA/ID Number: 24268
FolderID:

Folder Title:
Calendars - Sagawa - June 1994

Stack:
S

Row:
66

Section:
1

Shelf:
9

Position:
2

Withdrawal/Redaction Sheet

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
001. note	re: [Personally Identifiable Information] [Partial] (1 page)	06/13/1994	b(6)

COLLECTION:

Clinton Presidential Records
National Service
Shirley Sagawa
OA/Box Number: 24268

FOLDER TITLE:

Calendars - Sagawa - June 1994

2013-0661-F

jp4957

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

- P1 National Security Classified Information [(a)(1) of the PRA]
- P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
- P3 Release would violate a Federal statute [(a)(3) of the PRA]
- P4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
- P5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA]
- P6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Personal record misfile defined in accordance with 44 U.S.C. 2201(3).

RR. Document will be reviewed upon request.

Freedom of Information Act - [5 U.S.C. 552(b)]

- b(1) National security classified information [(b)(1) of the FOIA]
- b(2) Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
- b(3) Release would violate a Federal statute [(b)(3) of the FOIA]
- b(4) Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]
- b(6) Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]
- b(7) Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]
- b(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
- b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

June 1994

SCHEDULE FOR Shirley Sagawa

Thursday - June 2		Friday - June 3	
8 AM	9:15 AM Senior Staff Mtg 9:40 AM FTE Mtg w/Larry, Gary, Phyllis, JVG	9:15 AM ACorps Accreditation Meeting per Michael	8 AM
10 AM	10:15 AM Brief appearance at new employee orientation (<i>see attached</i>) 11:00 AM 1/2 hour w/Alice McGill to discuss NAMU loan <i>1130 - lunch</i>	10:00 AM Mtg w/ Susan Stroud re: USDA proposal 11:00 AM Mtg on disabilities w/Peg and Cm <i>10:30 mtg per Florida re political concerns + reviews process. (optional)</i> <i>1230 mtg w/ Susan's staff</i>	10 AM
12 PM	<i>1:00 Regional directors mtg.</i>	<i>1:00 lunch w/ staff</i>	12 PM
2 PM	2:00 PM Make Calls to Commission Chairs 3:00 PM Weekly mtg w/Catherine Milton <i>2:30</i> <i>3:00</i>	2:00 PM VISTA PR mtg w/Jim, Diana Aldridge, and staff 3:00 PM Meeting w/Carolyn Kari (she will brief you on MIS) <i>330</i>	2 PM
4 PM	4:00 PM HHS Mtg w/Peter E, Chuck T, Terry, Mike, Tim, etc 5:00 PM Retreat Follow-Up mtg	<i>1 Office Hours</i> <i>500</i> <i>5</i> <i>1 mtg w/Eli</i> <i>7</i>	4 PM
6 PM			6 PM
8 PM			8 PM

June 1994

SCHEDULE FOR Shirley Sagawa

June 6 9:15 AM Senior Staff Mtg	MONDAY	June 13 9:15 AM Senior Staff Mtg 12:00 PM Lunch w/Grace Johancen, Clara at Natl Press Club 2:00 PM MIS Task Force Mtg
June 7 9:15 AM Senior Staff Mtg	TUESDAY	June 14 9:00 AM All Headquarters Mtg 9-11AM at NEA 9:15 AM Senior Staff Mtg 10:30 AM ONE ON ONE W/ELI 1:00 PM HOLD ALL PM FOR AmeriCorps Leaders
June 8 9:15 AM Senior Staff Mtg 10:00 AM Phone in to speak w/Eli at ext. 159 or 160 11:00 AM Phone in to speak w/CM at ext. 194 1:00 PM - 4pm grant selection meetings	WEDNESDAY	June 15 9:00 AM Board Conference Call 9:15 AM Senior Staff Mtg 1:30 PM Alumni Assoc Mtg per Chuck S. 8th fl conf rm
June 9 9:15 AM Senior Staff Mtg 10:00 AM 1pm grant selection meetings	THURSDAY	June 16 9:15 AM Senior Staff Mtg
June 10 9:15 AM Senior Staff Mtg	FRIDAY	June 17 9:15 AM Senior Staff Mtg

June						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June 1994

WEEKLY

	SUNDAY 5	MONDAY 6	TUESDAY 7	WEDNESDAY 8	THURSDAY 9	FRIDAY 10	SATURDAY 11	
7 AM								7 AM
9 AM		9:15 AM Senior Staff Mtg	9:15 AM Senior Staff Mtg	9:15 AM Senior Staff Mtg 10:00 AM Phone in to speak w/ Eli at ext. 159 or 160	9:15 AM Senior Staff Mtg 10:00 AM 1pm grant selection meetings	9:15 AM Senior Staff Mtg		9 AM
11 AM				✓ 11:00 AM Phone in to speak w/ CM at ext. 194				11 AM
1 PM				1:00 PM - 4pm grant selection meetings				1 PM
3 PM								3 PM

June 1994

SCHEDULE FOR SHIRLEY SAGAWA

	SUNDAY 5	MONDAY 6	TUESDAY 7	WEDNESDAY 8	THURSDAY 9	FRIDAY 10	SATURDAY 11	
7 AM								7 AM
9 AM	9:15 AM SENIOR STAFF MTG	9:15 AM SENIOR STAFF MTG	9:15 AM SENIOR STAFF MTG	9:15 AM SENIOR STAFF MTG	9:15 AM SENIOR STAFF MTG	9:15 AM SENIOR STAFF MTG	9:15 AM SENIOR STAFF MTG	9 AM
11 AM				10 AM Call w/ Ali Shirley	10 Grant stuff Shirley join by phone			11 AM
1 PM				1 Meeting for final grant decisions				1 PM
3 PM				Shirley will join 4 by phone.				3 PM
				WIN reception				

June 1994

SCHEDULE FOR SHIRLEY SAGAWA

	SUNDAY 5	MONDAY 6	TUESDAY 7	WEDNESDAY 8	THURSDAY 9	FRIDAY 10	SATURDAY 11	
7 AM								7 AM
9 AM	9:15 AM SENIOR STAFF MTG	9:15 AM SENIOR STAFF MTG	9:15 AM SENIOR STAFF MTG	9:15 AM SENIOR STAFF MTG	9:15 AM SENIOR STAFF MTG	9:15 AM SENIOR STAFF MTG	9:15 AM SENIOR STAFF MTG	9 AM
11 AM								11 AM
1 PM								1 PM
3 PM								3 PM

June 1994

Weekly Calendar

	SUNDAY 12	MONDAY 13	TUESDAY 14	WEDNESDAY 15	THURSDAY 16	FRIDAY 17	SATURDAY 18	
7 AM								7 AM
9 AM	9:15 AM Senior Staff Mtg	9:15 AM Senior Staff Mtg	9:00 AM All Headquarters Mtg 9-11AM at NEA 9:15 AM Senior Staff Mtg 10:30 AM ONE-ON-ONE W/ ELI	9:00 AM Board Conference Call 9:15 AM Senior Staff Mtg 10:30	9:15 AM Senior Staff Mtg 10am HHS mtg @ HHS	9:15 AM Senior Staff Mtg 10:00 AM NCSP Negotiation + reject Workshop	9:15 AM Senior Staff Mtg	9 AM
11 AM		11:00 AM mtg w/ staff 11:20 AM mtg w/ David O. and CM 12:00 PM Lunch w/ Grace Johancen, Clara at Natl Press Club	11:00 AM Weekly w/CM 12-June M	11:00 AM Accreditation Mtg	12 Linda Lunch	11:30 AM Meeting w/MBH and Eli re: pvt sector outreach		11 AM
1 PM	2:00 PM Dini's Jewelry Party 2:00 PM POLF CONFERENCE	2:00 PM MIS Task Force Mtg	12:30 PM HOLD ALL PM FOR AmeriCorps Leaders	1:30 PM Alumni Assoc Mtg per Chuck S. 8th fl conf rm 2:30 - Policy Staff Mtg.	1:00 PM Mtg w/ Diana A. and Donna Jablonski 2:00 Clara Zomun 2:30 Donna Jablonski	1:00 PM Lunch w/Rick 2pm Mike B 3pm		1 PM
3 PM		4:30 PM Mtg w/ POLF VACs, Bob Goodwin (see attach)	3:00 PM SAGAWA STAFF MTG	4:30 PM Mtg w/ Sen. Kennedy-update on Board & AC 3:30 Susan	4:00 PM Mtg w/ Nick Littlefield and Rick Allen 428 Diksen children - to discuss nominations Nestor Matt Alexander 5:30 MB	3:30 PM Mtg w/ Sherry S., JVG inter view 4:30 mtg w/ Matt + Diana re: launch mats.		3 PM
			5pm Melinda 5:30 Bruce		11:00 PM NSCP Rejection Workshop	7:00 PM Nestor's Farewell Party 5:30 Alfred		

June 1994

WEEKLY

	SUNDAY 12	MONDAY 13	TUESDAY 14	WEDNESDAY 15	THURSDAY 16	FRIDAY 17	SATURDAY 18	
7 AM								7 AM
9 AM		9:15 AM Senior Staff Mtg <i>10am - David O'Brien</i>	9:00 AM All Headquarters Mtg 9-11AM at NEA	9:00 AM Board Conference Call 9:15 AM Senior Staff Mtg	9:15 AM Senior Staff Mtg	9:15 AM Senior Staff Mtg <i>10 NCSP / negotiation w/</i>		9 AM
11 AM		12:00 PM Lunch w/Grace Johancen, Clara at Natl Press Club	<i>11am - weekly w/ku</i> 11:15	<i>11am Accreditation mtg</i>	<i>11 NCSP / reject. 1 PM w/</i>	<i>12</i> <i>11:30 mktg mtg</i> <i>12:30</i>		11 AM
1 PM	2:00 PM Dini's Jewelry Party 2:00 PM POLF CONFERENCE	2:00 PM MIS Task Force Mtg	<i>12:00 PM HOLD ALL PM FOR AmeriCorps Leaders</i> <i>1411 KST. 6th floor 10th</i>	1:30 PM Alumni Assoc Mtg per Chuck S. 8th fl conf rm	<i>1:30 mtg w/ Diana + Donna Fabloniski</i>	<i>1pm lunch w/Rick.</i>		1 PM
3 PM		3:30 <i>3:30 POLF VAC mtg</i> <i>at Omni Shocham 7pm.</i>	<i>3:30 room</i> <i>5pm</i> <i>5pm mtg</i> <i>5pm mktg</i>	4:30 <i>4:30</i> Sec. Council, RA, Nestor, mktg Alexander update on Board & AC. in pass	<i>4:30 - SS. mtg w/nick Littlefield Rick Allen 428 Dirksen</i>	<i>3:30 Sherry Shiller w/ JVG</i>		3 PM

Withdrawal/Redaction Marker

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001. note	re: [Personally Identifiable Information] [Partial] (1 page)	06/13/1994	b(6)

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↔ Paul Benedict -
DNC
State Amponer of Japan
June 13TH

(b)(6)

#SS

SS#
DOB

7:45am - 9:45

10-10:30

863-7134

(b)(6)

[001]

CLINTON LIBRARY PHOTOCOPY

June 1994

SCHEDULE FOR SHIRLEY SAGAWA

	SUNDAY 12	MONDAY 13	TUESDAY 14	WEDNESDAY 15	THURSDAY 16	FRIDAY 17	SATURDAY 18	
7 AM		7:45-9:45 arrive at Pearl WH	ALL HQ MTG 9-11AM @ NEA	god Board Conference Call Pres Erlich				7 AM
9 AM	9:15 AM SENIOR STAFF MTG	9:15 AM SENIOR STAFF MTG 10-11am - Arrival of Emperor of Japan at WH.	9:15 AM SENIOR STAFF MTG	9:15 AM SENIOR STAFF MTG 11:30-12:00pm Chapman, Assoc. Chapman, Assoc. Chapman, Assoc. Chapman, Assoc.	9:15 AM SENIOR STAFF MTG	9:15 AM SENIOR STAFF MTG	9:15 AM SENIOR STAFF MTG	9 AM
11 AM		12pm N Press Club Chapman S.		12:15-1:00pm Alumni Assoc. Chapman S.	lunch 1pm Linda K.			11 AM
1 PM		1pm Foot Major Debra Chase	1:30-3pm Alumni Association mtg per Chapman S. Chapman S.					1 PM
3 PM	2pm 3pm POLF NC S Conf. Per Ryonika	2- MLS mtg	Hold for Amen Corps leaders	BC, RA, MH 8th floor conf. rm.				3 PM

June 1994

Weekly Calendar

	SUNDAY 19	MONDAY 20	TUESDAY 21	WEDNESDAY 22	THURSDAY 23	FRIDAY 24	SATURDAY 25	
7 AM			8:00 AM U.S. KIDS OPENS AT 8:00 AM <i>9am DOL mtg w/Virginia Knapp</i>			<i>9:00 Alfred</i>		7 AM
9 AM		9:15 AM Senior Staff Mtg 10:00 AM One- on-One w/Eli	9:15 AM Senior Staff Mtg 10:30 AM ONE- ON-ONE W/ ELI	9:15 AM Senior Staff Mtg 10:00 AM Weekly w/Don Scott and Rick Allen	9:15 AM Senior Staff Mtg 10:00 AM One- on-One w/Eli	9:15 AM Senior Staff Mtg <i>10AM - Jane, 11am: mtg w/Dana R. a Jim re: St. Ping Issues.</i>	<i>Chuck, Michael re: AL Dir.</i>	9 AM
11 AM		11:00 AM Call Bob Walters (In search of employment)	12:15 PM U.S. Kids Parenting WS-Age Appropriate Activities	11:00 AM Interview candidate for Dir. of AC Ldrs	11:00 AM Follow- up phone call w/ Denise Madigan <i>11:30 Phyllis Segal Wash. Hilton</i>	12:00 PM Lunch w/ST,JVG,MC, DM		11 AM
1 PM		1:00 PM - 3:00 p. m. Office Hours <i>Pres Conf. 2:30</i>	1:00 PM - 3:00 p. m. Office Hours <i>2:00 Eli HOURS 3</i>	2:00 PM GSA "color" mtg at 1201 NY Ave. w/ Rick, JVG, 8GSA	<i>2pm.</i> <i>2:30</i> <i>Judy Denny update</i>	<i>2:00 Judy Denny</i> <i>2:30 mtg w/Scott Schell</i>		1 PM
3 PM		3:00 PM Mtg w/ Jim and Tom E. re: NSSC organizing & staff 4:00 PM Update mtg w/Susan <i>4:45 Bruce 5:00 Jodi 5:15 Jim</i>	3:00 PM Mtg w/ Diana L. & Jim re: headquarters staffing	<i>4</i> <i>4:30 Ermete heads up on sites</i>	3:00 PM Interview AC Ldr Dir cand Janet Mesires per Jane <i>3</i> <i>Training Cmtc mtg</i>	<i>3:30 Denise Madigan</i> <i>3 Higher Ed Grants</i> <i>1 decision mtg</i> <i>4 Eli's 4:00 - conf rim mtg w/Jim S. update.</i>		3 PM
		<i>5:30 Alfred</i>	<i>4:00 Andrew Gottlieb</i>		<i>5</i> <i>1</i> <i>6</i> <i>App. Strategy mtg.</i>			

June 1994

SCHEDULE FOR SHIRLEY SAGAWA

	SUNDAY 19	MONDAY 20	TUESDAY 21	WEDNESDAY 22	THURSDAY 23	FRIDAY 24	SATURDAY 25	
7 AM			US Kids opens @ 8 a.m. U.S. Kids CLOSED				9:00 Alfred	7 AM
9 AM	9:15 AM SENIOR STAFF MTG	9:15 AM SENIOR STAFF MTG 10:00 Eli	9:15 AM SENIOR STAFF MTG	9:15 AM SENIOR STAFF MTG 10 am - Weekly w/Don Scott 11 am Interview per Jane	9:15 AM SENIOR STAFF MTG 10:00 Eli	9:15 AM SENIOR STAFF MTG 11 am Mtg re: Staff for Dana, etc	9:15 AM SENIOR STAFF MTG	9 AM
11 AM		11 am Call Bob Walker		12 Lunch w/ interns	11 am - Call follow up w/ Denise Madigan	Lunch w/ staff		11 AM
1 PM		1 OFFICE HOURS 3	12:15 - US Kids Parenting Workshop	2-4 pm -	2 pm Interview w/ Janet Mishra Dir. of ACLD's			1 PM
3 PM		3 pm - mtg w/ JS T.E. re: NSSC organiz. + staffing 4:00 - mtg w/ Susan	3:30 mtg w/ DL + JS re: proposed HQ staffing	1: Color '65A mtg at 1201 NY Ave. w/ Rick Allen, JV + 8 GS + people (Don't cancel)	3:00 Training Committee mtg 5:00	2:30 Scott Schell		3 PM

June 1, 1994
Wednesday
SAGAWA-DAILY

8 AM		3 PM	3:00 PM mtg w/Catherine Milton/Francis Hesselbein
9 AM	9:15 AM Senior Staff Mtg	4 PM	4:00 PM Retirement/Buyout Party
10 AM	10:00 AM mtg w/Rick/Don Scott 10:45 AM Larry Wilson candidate interview	5 PM	
11 AM	11:00 AM mtg w/Eli, Bob Knisely, Larry W.	6 PM	
12 PM		7 PM	
1 PM	1:00 PM AmeriCorps Launch Cmte Mtg	8 PM	
2 PM	2:00 PM Nat'l Non-Profits proposal committee mtg	9 PM	

June 3, 1994
Friday
SAGAWA-DAILY

8 AM		3 PM	3:00 PM Meeting w/Carolyn Kari (she will brief you on MIS) 3:30 PM -5pm Office Hours
9 AM	9:15 AM Senior Staff Mtg 9:15 AM ACorps Accreditation Meeting per Michael	4 PM	
10 AM	10:15 AM Mtg w/Gloria J., Eli, etc, re: political concerns	5 PM	5:00 PM -7pm Mtg w/Eli
11 AM	11:00 AM Mtg on disabilities w/Peg and Cm <i>CX</i>	6 PM	
12 PM	12:30 PM 1/2hr meeting w/Susan Stroud	7 PM	
1 PM	1:00 PM Lunch w/Tibbs and staff	8 PM	
2 PM	2:00 PM VISTA PR mtg w/Jim, Diana Aldridge, and staff	9 PM	

June 13, 1994
Monday
SAGAWA-DAILY

8 AM		3 PM	
9 AM	9:15 AM Senior Staff Mtg	4 PM	4:30 PM Mtg w/POLF VACs, Bob Goodwin (see attach)
10 AM		5 PM	
11 AM	11:00 AM mtg w/staff 11:20 AM mtg w/David O. and CM	6 PM	
12 PM	12:00 PM Lunch w/Grace Johancen, Clara at Natl Press Club	7 PM	
1 PM	<i>130 elu</i>	8 PM	
2 PM	2:00 PM MIS Task Force Mtg <i>1411 Kst. Rm 603.</i>	9 PM	

June 14, 1994
Tuesday
SAGAWA-DAILY

8 AM		3 PM	3:00 PM SAGAWA STAFF MTG
9 AM	9:00 AM All Headquarters Mtg 9-11AM at NEA 9:15 AM Senior Staff Mtg	4 PM	
10 AM	10:30 AM ONE-ON-ONE W/ELI	5 PM	5pm Mkt 530 Bruce C.
11 AM	11:00 AM Weekly w/CM	6 PM	
12 PM	12pm Mtg w/Jane Marsh	7 PM	
1 PM	1:00 PM 1:00 PM HOLD ALL PM FOR AmeriCorps Leaders	8 PM	
2 PM		9 PM	

June 15, 1994
Wednesday
SAGAWA-DAILY

8 AM		3 PM	3:30 PM Mtg w/Susan - update 4pm Susan - update
9 AM	9:00 AM Board Conference Call 9:15 AM Senior Staff Mtg	4 PM	4:30 PM Mtg w/ Sen. Kennedy - update on Board & AC
10 AM		5 PM	5:45 Eli
11 AM	11:00 AM Accreditation Mtg	6 PM	
12 PM	12pm - Lunch w/Susan 2:00	7 PM	
1 PM	1:30 PM Alumni Assoc Mtg per Chuck S. 8th fl conf rm 3:00	8 PM	
2 PM	2:30 PM Mtg w/program staff 3:00 1 3:45	9 PM	

June 16, 1994
Thursday
SAGAWA-DAILY

8 AM		3 PM	
9 AM	9:15 AM Senior Staff Mtg	4 PM	4:00 PM Mtg w/Nick Littlefield and Rick Allen 428 Dirksen
10 AM	10:00 AM HHS Mtg w/Peter E. per Mike Kenefick (optional)	5 PM	
11 AM	11:00 AM NSCP Rejection Workshop	6 PM	
12 PM	12:00 PM Lunch w/Linda Kontos	7 PM	
1 PM	1:00 PM Mtg w/Diana A. and Donna Jablonski 1:45	8 PM	
2 PM	2:00 PM 20 min. w/Clara (personal) 2:30 PM Mtg w/Donna Jablonski per Diana	9 PM	

June 17, 1994
Friday
SAGAWA-DAILY

8 AM		3 PM	3:00 PM Itrvw Kevin O'Brien, Dir. AC Ldrs per Jane 3:30 PM Mtg w/Sherry S. , JVG
9 AM	9:15 AM Senior Staff Mtg	4 PM	4:30 PM Mtg w/Diana A. and MBH re: Launch
10 AM	10:00 AM NCSP Negotiation/Rejection Workshop	5 PM	5:30 PM Mtg w/Alfred
11 AM	11:30 AM Meeting w/MBH and Eli re:pvt sector outreach	6 PM	
12 PM	12:30 - Tom E. re: Subtitle # funding	7 PM	7:00 PM Nestor's Farewell Party
1 PM	1:00 PM Lunch w/Rick	8 PM	
2 PM	2:00 PM Mtg w/Mike B. EEO Statistics Eli, Larry, Rick, Nancy	9 PM	

June 20, 1994

Monday

DAILY CALENDAR

8 AM		3 PM	3:00 PM Mtg w/Jim and Tom E. re: NSSC organizing & staff
9 AM	9:15 AM Senior Staff Mtg	4 PM	4:00 PM Update mtg w/Susan <i>4:45 - Bruce</i>
10 AM	10:00 AM One-on-One w/Eli	5 PM	<i>5:00 Jackie</i> <i>5:15 Jane</i> <i>5:30 Alfred</i> <i>5:45</i>
11 AM	11:00 AM Call Bob Walters (In search of employment)	6 PM	
12 PM	<i>12:00 lunch</i>	7 PM	
1 PM	1:00 PM - 3:00 p.m. Office Hours	8 PM	
2 PM		9 PM	

June 21, 1994

Tuesday

DAILY CALENDAR

8 AM	8:00 AM U.S. KIDS OPENS AT 8:00 AM	3 PM	3:00 PM Mtg w/Diana L. & Jim re: headquarters staffing
9 AM	9:15 AM Senior Staff Mtg	4 PM	4:00 PM Andrew Gottlieb
10 AM	10:30 AM ONE-ON-ONE W/ELI	5 PM	
11 AM		6 PM	
12 PM	12:15 PM U.S. Kids Parenting WS-Age Appropriate Activities	7 PM	
1 PM	1:00 PM OFFICE HOURS	8 PM	
2 PM		9 PM	

June 22, 1994
Wednesday
 DAILY CALENDAR

8 AM		3 PM	
9 AM	9:15 AM Senior Staff Mtg	4 PM	<i>4 pm</i>
10 AM	10:00 AM Weekly w/Don Scott and Rick Allen	5 PM	<i>Weekly w cm</i> <i>5:00 - Gloria Johnson</i>
11 AM	11:00 AM Interview candidate for Dir. of AC Ldrs	6 PM	
12 PM	<i>12</i> <i>lunch w/ interns</i>	7 PM	
1 PM	<i>1</i>	8 PM	
2 PM	2:00 PM GSA "color" mtg at 1201 NY Ave. w/Rick, JVG, 8GSA	9 PM	

June 23, 1994
Thursday
 DAILY CALENDAR

8 AM		3 PM	2:00 PM Interview AC Ldr Dir cand Janet Mesires per Jane 3:00 PM Training Committee Meeting per Michael C. 3:00 PM Higher Ed Grants decision mtg (Eli's Cont Room)
9 AM	9:15 AM Senior Staff Mtg	4 PM	
10 AM	10:00 AM One-on-One w/Eli	5 PM	5:00 PM Appropriations Strategy mtg
11 AM	11:30 AM Lunch w/Phyllis (Washington Hilton)	6 PM	
12 PM		7 PM	
1 PM		8 PM	
2 PM		9 PM	

June 24, 1994

Friday

DAILY CALENDAR

8 AM		3 PM	3:30 PM Phone call to Denise Madigan
9 AM	9:15 AM Senior Staff Mtg	4 PM	4:00 PM Mtg w/Jim Scheibel - update <i>4:30 MBH</i>
10 AM	10:00 AM Mtg w/Michael, Jane, Chuck re AC Ldrs position	5 PM	
11 AM	11:00 AM Mtg w/Dana Rodgers & Jim re: staffing issues	6 PM	
12 PM	12:00 PM Lunch w/ST, JVG, MC, DM <i>VISIT JACK</i>	7 PM	
1 PM		8 PM	
2 PM	2:00 PM Judy Denny update 2:30 PM Mtg w/Scott Schell	9 PM	

June 27, 1994
Monday
 DAILY CALENDAR

8 AM		3 PM	3:00 PM OFFICE HOURS 3 - 5 pm
9 AM	9:15 AM Senior Staff Mtg	4 PM	
10 AM	10:45 AM speak at grant reviews/ Renaissance Hotel	5 PM	5:00 meet w/ Janet re: FTE's
11 AM		6 PM	
12 PM	12:30 PM HOLD: parent/teacher conference	7 PM	
1 PM		8 PM	
2 PM	2pm - Mtg w/ Eli	9 PM	

June 29, 1994
Wednesday
DAILY CALENDAR

8 AM		3 PM	3:00 PM Mtg w/Bob Walters
9 AM	9:15 AM Senior Staff Mtg	4 PM	4:00 PM Eli One-on-One Immunization Mtg 4:30pm one-on-one w/Eli (if there is time.)
10 AM	10:00 AM SOS update mtg	5 PM	5:00 PM Grants K-12 mtg w/ES, CM, RA, Susan, Terry, Ruby
11 AM		6 PM	
12 PM	12:30 PM HOLD: parent/teacher conference	7 PM	
1 PM		8 PM	
2 PM		9 PM	

June 30, 1994
Thursday
 DAILY CALENDAR

8 AM		3 PM	3:00 PM Mtg w/Mike K., Terry R. Chuck T. re: healthcare
9 AM	9:15 AM Senior Staff Mtg	4 PM	4:00 am, Diana A.
10 AM	10:00 AM Mtg w/Chuck re: pvt sector funding proposals	5 PM	
11 AM	11:00 AM Mtg w/Carolyn Kari	6 PM	
12 PM		7 PM	
1 PM	1-Elie	8 PM	
2 PM	2pm - Carolyn 2:30 - Cm, Diana Hgra	9 PM	

7:00 AM ELI ON VACATION UNTIL 7/11