



“The purpose of the Guiding Coalition at Santa Maria High School is to unify staff with the development of best practices in a mutually accountable school environment which undeniably increase learning for ALL!”

Department Chair Meeting

Sept 21st, 2022 (Morning DC mtg)
7:15pm – 8:15pm
Room 105

Next Meetings

TBD

GC Team Norms:

1. Begin on time
2. Publish written agenda
3. Agenda items timed
4. Unfinished items to parking lot
5. RATIONAL discussions (E card!)
6. Annual improvement goals eval.
7. Review norms at each meeting
8. Regularly report out dept. PLC

Facilitation by: Steve **Location:** (room 105)

All Day GC Meeting 8/5/22 8:30am – 12:00pm

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|--|-------------|
| ▪ Campus-wide Expectations | 30 minutes |
| ▪ Department budget allocations | 45 minutes |
| ▪ Sarah Schuhl PD Days (August 22 nd , 23 rd) | 15 minutes |
| ▪ PD Kick Off Day Prep (work in cafeteria) | 120 minutes |

DC Meeting 8/24/22 7:15am – 8:20am

- BTSN Update
- DC Scheduling
- Admin collab dates
- Hoods/Buds/Phones update
- Xeroxing Services
- CAST testing dates
- Collab time for personal bus./Electronic signature
- Beginning of Year Improvements
- Minutes – keeper, review, and approve

DC meeting 9/7/22

- Draft of testing schedule
- Beginning of year improvements (Saint of Season, grade level mtgs, etc.)
- Security transporting students to the office

DC meeting 9/21/22

- DC/GC meetings locations/times/whether meetings are DC or GC