

May 29 – minutes

Thursday, October 19, 2017 3:42 PM

How will these discussions improve student learning & well-being?	
Type of Meeting: SET Attendees: MG, KB, JS, RC, AT Apologies: KH	Date: May 29, 2018
7 Norms of Collaboration <i>Pausing</i> <i>Paraphrasing</i> <i>Putting Inquiry at the Centre</i> <i>Probing for Specificity</i> <i>Placing Ideas on the Table</i> <i>Paying Attention to Self & Others</i> <i>Presuming Positive Intentions</i>	Copies to: SET, all staff
Attachments and/or links:	
Agenda:	
	Intention:
1 Family Tech Plan	Feedback
2 Last Day of School Schedule	Confirm
3 Awards Assembly June 13	Confirm
4 Next Week – SET	Confirm
5 First aid training dates	Decide
6 Professional Growth Programme	Confirm

	Outcomes	By Whom	By When
1	SET provided additional feedback regarding the Family Tech plan. RC to communicate to team: Add signature to document, hardcopies to stay at home, smaller-scale differentiated roll-out to prototype and get feedback.	RC	ASAP
2	Last day of school was finalised. Arden to communicate schedule.	AT in DB	Week 37
3	Awards assembly to happen from 1:45 on June 13. Arden to communicate.	AT	Week 37
4	Due to a number of SET commitments early next week, responsibilities will be shared: Monday RC KB MC out; JS to assist from Break onwards. Tuesday MG out; RC & KB on call B1; AT on call B5. Wednesday MG RC AT out; JS to assist from Break onwards.	SET	NA
5	September 2, priority for Coaches, confirmed w Danny October 21 for other new faculty AT to confirm with Clara	AT	May 31
6	AT to present PGP wrap-up	AT	May 29

Intentions:			
Inform/Confirm	Elaborate / Investigate	Reform / Create	Decide
Seek Input	Next Steps	Final details	Reflect
Brainstorm	Feedback	Humour	Thank

Clarify

Evaluate