

**Department Chair Meeting Agenda
Tuesday, February 07, 2017**

3:30 pm

- a) AdvancEd Stakeholder and Leadership Interviews
Tuesday, February 28, 2017 3:30 pm—4:30 pm in Data Room
ELEOT Classroom Observation Tool
Interview Questions/Topics
- What is the planning process?
 - Who is involved?
 - What data are you looking at? How is it used to inform instructional practices?
 - How is your process aligned to system level practices?
 - What are the ratings on the self-assessment? What informed those ratings? What evidence did you use to document compliance?
 - What types of access to professional development does your staff have?
- b) FIRE / Credit Repair / E2020 / USA Test Prep
- c) Student Advisement Process / Data Team Plan 2017-2018
- d) Student Staff / Parent Health Survey
- e) Course Grade Updates / Parent Portal / Attendance Reporting
- f) Copy Paper Use / Allocations
- g) AP Program Highlight—Tuesday, February 21, 2017
- h) Instructional Budget Allocations
- i) STAR / TOTY Recognition Program: Thursday, February 16 @ 6:30 pm—Lanier Tech

Upcoming Events

- Wednesday, February 8, 2017: ASVAB Testing in Cafeteria 8:30 am—11:45 am
- Thursday, February 9, 2017: Dragon Day 8th Grade Visits
- Wednesday, February 15, 2017: PRIDE Committee in Data Room 7:30 am
- Thursday, February 16, 2017: Talent Show in PAC 7:00 pm
- Sat, February 25: Smithsonian Exhibit Closing Ceremony in Arena 10:00 am
- Tuesday-Friday, March 7-10: SAT Test Prep in Dragon Seminar Room Arena

Please let me know by 8:30 am on Tuesday, February 07, 2017 of any additional agenda items to be discussed at our meeting.

Please bring a paper copy of this agenda to the meeting.