

**Shirley Hills Elementary**

**Leadership Team, Faculty Meeting, and Intervention Team Norms**

**Adhere to Professional Practices**

Be on time (Start and end on time)

Respectful use of devices

Follow protocols

Be Prepared

**Be an Engaged Listener and Participant**

Respect the speaker

Active participation in opportunities for interactions

Remain on topic

**Speak and Respond in a Professional Manner**

One person talks at a time

Be respectful of team members’ opinions

Agree to disagree

Trustworthiness and dedication

**Protocols**

Review norms at each meeting/session

Have a prepared timed agenda with relevant and timely topics

Follow the agenda

Redeliver major issues and allow discussion first to allow time for questions

Have engaging activities

Celebrate success



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**Additional Professional Practices and Commitments**

* Staff is willing to commit to high expectations and higher levels of learning for all for a high-achieving school.
* Committed to maintaining professionalism.
* Expect all teachers to contribute to the team.
* Support the decisions of the team.
* School leaders create supportive conditions so teachers and students can focus on the core concern of learning.
* Staff will ensure a safe and welcoming environment.
* Teachers and school leaders communicate regularly with parents on student progress, school related concerns and celebrations.