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***Helensvale SHS: A PLC at Work***

***Non-Teaching Collaborative Team Pro-forma***

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| **DATE:** |  |
| **TEAM MEMBERS PRESENT:** |  |

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| **Outline some of the successes your department is experiencing?** | **What is a problem of practice that you are experiencing?** | **What is causing this problem? What part does your department play in this?** | **What solutions do you have to improve this situation?**  **Set your team SMART goal** | **What is the action plan as a result? Timelines? Accountability?** |
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