

February 27 - March 3						
6 Monday	7 Tuesday	8 Wednesday	9 Thursday	10 Friday	11 Saturday	
Restorative Practices Showcase at TL 9:30 - 12:30 Agenda	Principals K-12 Meeting 12:30 - 5 PM Boardroom	Tutorial Period 6 COM Field trip (ELD 11th/12th Graders) Department Meeting 3:15-4:15 PM CAST /SBAC Proctors Training 3:15-4:15 PM 1 hour paid training (optional)	Teacher Leadership Meeting 4-5:30 PM	Tutorial Period 7 Academic Excellence Meeting Graduate Profile/ Career Readiness 8:30-9:30 AM Library		

Emergency subs for the week of March 6-10:

Period 1	Period 2	Period 3	Period 4	Period 5	Period 6	Period 7
	Hartwell	Kerr	Chhabra	Little	Gonzalez	

Communications

[Principal Update 3.1.2023](#)

[Counseling Connection Newsletter for March](#)

Attendance Letters Sent (Week February 27-March 3): 90

March Wednesday Meeting Schedule

Wednesday, March 8: Department Meetings

Wednesday, March 22: Collaboration Meeting

Wednesday, March 29: No Meeting (Select Staff Optional Elevation Training - Paid)

Celebrations in Sports



Congratulations to the varsity boys soccer team who advanced to the Division III Northern California finals with their 4-1 victory over Pleasant Valley this past Thursday (3/2). The #4th seeded Trojans will travel to Fresno to play #2 McLane High School on Saturday, March 4th. An SRCS FanBus is traveling along to support our boys! Go Trojans!

Tutorial Update

We have received your personalized stamps, and are ready to distribute those to you. If you haven't already done so, please stop by Kristen Mathewson's office to sign for your stamp. Please keep these stamps safe! As we begin to allow students to sign in and out of your classrooms, we encourage you to be mindful of your sign in/ out practices. Morgan Agnew has shared his process, and though we know there are others, his procedures have proven to be successful. You may determine that a student may not leave your classroom, especially in cases where the student may need help or extra time with you. We will distribute updated Tutorial passes Monday morning. Morgan Agnew has kindly updated these to reflect our stamps:

Fill out the columns below from left to right

1. When are you going? <i>Before you talk to any teacher, write the date and period of the tutorial.</i>		2. Where are you going? <i>Prior to the start of tutorial, get a stamp from the teacher/staff member who supervises the tutorial you are going to.</i>	3. Where are you coming from? <i>Prior to the start of tutorial, get a stamp from the teacher/staff member whose tutorial you are signing out of (if applicable).</i>	4. Did you show up? <i>During the tutorial, get another stamp from the teacher/staff member whose tutorial you are in to prove that you attended.</i>
Date	Per			

Restorative Practices Showcase on Monday, March 6th

Terra Linda will be hosting a restorative practices showcase on the morning of March, 6th. We will be hosting Middletown High School (teacher Matt Russell & students) in addition to District Office Staff and staff from Davidson Middle and San Rafael High. Feel free to stop by room to see some of the restorative solutions that we are implementing here at TLHS.

Time	Restorative Practice	Location
9:30-10:00 am	Peer Advocacy- One on One Student Conversations	Student Commons
10:00- 10:30 am	Restorative Panel/ Q & A (Chapman and Zampino)	Competition Gym Conference Room
10:35-11:30 am	Youth Transforming Justice- Deescalating Techniques. Drug Education	Library
11:35 am- 12:20pm	Restorative Circle	ASB Classroom (Library)

Hub Update

As shared at our Faculty Meeting last week the Hub, previously closed to students, will soon be open throughout the school day, serving as an extension of library and information services. The Hub will be a place where students can come for quiet academic work or reading, research support with their teacher librarian, and also a place to showcase books, student art, creative projects, and more. In order to make the hub a more cozy and inviting space for students, Kendra Rose secured a grant through OneTL to purchase area rugs, lamps, plants and such to soften up the space.

A huge thanks to Kendra Rose's leadership in adopting this space and transforming it for our students. I know staff agrees that we have the best high school librarian ever, one who has truly embraced reimagining library and media services. Moving forward Kendra and Melanie Tyrell will continue to oversee both these spaces and as shared at our meeting last Wednesday, offer a variety of options for students to work independently and collaboratively on campus in both quiet and normal conversation areas.

2023 Summer School Update

Congratulations to Jennifer Little who will be the Summer School Administrator for the High School District for the second year in a row! Last year Jenni did an awesome job coordinating summer school services for TL, SR and Madrone, and thankfully she has accepted the position for a second term. Summer school is being held at SRHS again this year due to construction at TLHS. Jenni is working closely with Tyler Graff and Glen Dennis to confirm summer school staffing, set up courses, register students, communicate expectations, and arrange teacher PD. Summer school applications for students will be available after spring break. Below is the general information.

Planning Dates: June 16-17

Class Dates: June 21-July 29 (4th of July off)

Time: 8:30-12:00

If you are interested in making some extra money over the summer and want to substitute for a colleague during summer school, please email Jenni Little your availability. Also feel free to reach out to Jenni Little at jlittle@srcs.org or Glenn Dennis at gdennis@srcs.org with any questions.

Staffing Update

The following positions are currently advertised:

- 1) Math (1.0 FTE)
- 2) SPED -Counseling Enriched Classroom (1.0 FTE): Interviews being scheduled for March 21st
- 3) PE (1.0)/ 2 positions - Interviews will be scheduled for March 31st.

In addition, with Covid funding we are able to supplement some positions and add some staffing to assist us as we support students post-pandemic. Specifically, these funds must be used to provide instructional support to students (ie: Tutoring) and to staff (ie: Professional Development, including Coaching, Conferences, Release Time, and Extended Pay for PD). Recently we advertised the following positions and I am happy to confirm the following positions:

- 1) Librarian (1.0): This position, held by Kendra Rose is being supplemented with covid funds and increased to full-time for 2022-23.
- 2) MTSS Teacher on Special Assignment (ELD Focus) 1.0 [Job Description](#): Jennifer Little will transition into a full-time TOSA working with our ELL students. In this role Jenni will continue to provide staff ELD coaching, in particular supporting our ELD teachers. In addition she will coordinate services for our ELL students, assisting with proper placement, testing, and the re-designation process. Daily interactions will include working with ELL students, parents, and community agencies as part of a team in leading, managing, and overseeing the ELL program and ensuring not only graduation success but high academic performance and achievement in all areas. Jenni will also participate in coordinating school-wide PD as part of our Site Instructional Coaching Team.
- 3) Math Coordinator 0.2 FTE: Melissa Millerick will serve in this role for her 3rd year, guiding the math department and also participating in coordinating school-wide PD as part of our Site Instructional Coaching Team.
- 4) NGSS Science Coordinator 0.2 FTE: Karen Wilhoite will serve in this role for her 2nd year, guiding the science department as they continue transitioning to our District-wide NGSS science course sequence, while also participating in coordinating school-wide PD as part of our Site Instructional Coaching Team.
- 5) Instructional Coach (0.4 FTE) [Job Description](#): Lisa Cummings will serve in this role for her 5th year, providing all CANVAS support, instructional coaching for new and continuing teachers, while also participating in coordinating school-wide PD as part of our Site Instructional Coaching Team.
- 6) CTE Coordinator 0.4 FTE: Brett Sanderson will serve for the 3rd year in this role, overseeing our CTE program, specifically acting as a liaison between the District, MCOE, and site. Brett will continue to coordinate all aspects of

CTE grant management including budgets, credentialing, ordering materials and supplies, pathway development, conferences and PD.

Congratulations to all of our Teacher Leaders for 2023-24!

Recently I reflected on the importance of Teacher Leaders at TL and the need to continue building capacity in this area to ensure sustainability and encourage innovation. Generally I advertise leadership positions, while also speaking with staff members to determine interest and to encourage participation. In addition, I rely heavily on conversations I have with department chairs about interest within their departments and how I can support their members. Lastly, I rely on information I collect through the annual Master Schedule Teacher Interest Forms each February. However, I learned that this may not be reaching everyone and there are always opportunities for improved communication and recruitment on my part. Over the next month I will be meeting with departments and talking about leadership opportunities and I will be very intentional about sharing this information with a larger group of stakeholders. I want to ensure I am not operating off of assumptions, and I am certainly guilty of not always checking in with each individual. This can apply to a variety of leadership roles, from teaching an AP class, coaching a sport, leading a club, serving on a District Committee, etc. While my intentions have always been well meaning, several staff members do not have regular face time with me or may not feel comfortable sharing an interest without me making them feel more comfortable first.

Moving forward I am going to really try to publicize **all** leadership opportunities (including committee work) to ensure that staff members feel empowered to step forward, and to ensure that I hear from a variety of voices regarding who may or may not actually be interested. This is not due to an outside request for such, but rather my own personal reflection on ways I can grow leadership at TL. Please feel free to speak with me if you have any questions, or if you are interested in something and want to check in with me about your aspirations. My job is to support all staff members and I am open to improvement.

College of Marin Field Trip 3/8 _ELD 11th & 12th Graders

The College of Marin is sponsoring an opportunity for ELL/ELD juniors and seniors to come to the Kentfield Campus to learn about the College Educational Pathways and support services. COM will be providing transportation and lunch for students, while also providing an engaging campus tour. Students will be able to learn directly from College of Marin staff and students about degrees, certificates, programs, resources, and about the campus environment. The goals of the tour are to proactively empower students to view themselves as college-bound scholars, to continue to develop informed decision-making, and to build enthusiasm about the application and financial aid processes.

CAASPP Proctor Training Wednesday, March 8th

English SBAC proctors and Econ/Gov CAST Proctors will attend a brief proctor refresher training this Wednesday, March 8th. During this training, Assistant Principal Lauren Inman will review how to create a test session, guide students through joining the test session and monitoring progress.

A proctor training for math proctors will be held on Wednesday, April 19th.

A reminder that there is no special bell schedule for testing this year. Click [here](#) to view our Spring Testing At a Glance.

ELPAC Testing Update

Thank you all for your flexibility as we administered the ELPAC to our EL and LTEL students. We have a handful of students that we still need to assess; these will take place between March 10-16. Students will complete the 1:1 Speaking assessment between February 27-March 16. The proctors will test in the Library, have created a schedule, and have notified teachers of their scheduled date (during which their students will be assessed). Please send students promptly to the testing location.

