

Scotts Valley High School Department Collaboration Log **Organized Newest to Oldest**

Scotts Valley High School FAME Department Collaboration Log 2024-25

2024-2025

Department Name: FAME (Fine Arts, Media & Entertainment)

Members:

Kendra Kannegard -Drama 1,2,3, Performance & Production: Department Chair

Lacey Coenen-Band & Choir

Dirk Andrews-CTE Music Production

Nicole Lang-Guzzetta- Art 1, Art 2/Honors, Ceramics, IB Art

Kyle Fillipini - CTE Graphic Arts/Yearbook

2024-25 Department Goal:

Date & Location	Discussion Items (Agenda)	Discussion Notes (Minutes)
3/12/25	<ol style="list-style-type: none"> 1. Check In 2. Art Night Set Up 3. Progress Report Grades 	<ol style="list-style-type: none"> 1. We used the time today in PD to work on finalizing everything for the upcoming Art Night happening on 3/13. 2. We also worked on finalizing and submitting our grades for the Progress report
Weds 1-29-25	<ol style="list-style-type: none"> 1. Check In 2. Art Night Planning 	<ol style="list-style-type: none"> 1. We're all feeling overwhelmed but ok 2. We discussed the layout and organization of our upcoming art night. We're planning to have all the different respective art courses/
Weds	<ol style="list-style-type: none"> 1. Check In 	Present: Kendra, Nicole, Kyle & LACEY (yay) !!

10-23-24	<ul style="list-style-type: none"> 2. Students of Concern 3. Department Check-In and Alignment 	<ul style="list-style-type: none"> 1. We're all struggling with concerning/disruptive student behaviors 2. Students of concern: <ul style="list-style-type: none"> o D.H., E.C.,
Weds 9-25-24	<ul style="list-style-type: none"> 1. Check in 2. Prop 28 Fund Concerns 3. Reminder about Grade Check 	<p>Present: Kendra, Nicole, Dirk, & Kyle</p> <ul style="list-style-type: none"> 1. We're doing ok- 2. We still have not received any updates on the Prop 28 Funds. We're struggling to budget and move forward without this information 3.
Weds 9-11-24	<ul style="list-style-type: none"> 1. Check In 2. Prop 28 Funds Concerns 3. 	<p>Present: Kendra & Nicole</p> <ul style="list-style-type: none"> 2. We discussed concerns with prop 28 funding and came up with a list of supplies/materials each of our respective subjects needs.
Weds 8-14-24	<ul style="list-style-type: none"> 1. Check In 2. DEIB Calendar Ideas 3. Art Night Dates 4. Overarching Goal Discussion/General Discussion 	<p>Present: Kendra, Nicole, Kyle</p> <ul style="list-style-type: none"> 1. We're all doing good! <ul style="list-style-type: none"> o Concerns about 1st period graphics and Tutorial for Kyle 2. Each of us have some detailed projects that highlight artists 3. 4. Working with the SV Library and Friends group to display SVHS student art projects

2023-24

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Nicole Lang-Guzzetta- Art 1, Art 2/Honors, IB Art

Kyle Fillipini - CTE Graphic Arts/Yearbook

Date:	Discussion Items (Agenda):	Discussion Notes (Minutes):
WED 5/22/24	Present: Nicole, Dirk, Kendra, Kyle, Lacey 1. Check In 2. End of Year Checklist 3. Finals	1. Some of us are doing ok.... Some are not. This has been an unimaginable past week and we are still reeling and devastated from the loss of Milo. 2. We went over the end of the year checklist and protocol 3. We briefly discussed out finals but since we all teach individual courses there was no need to meet about alignment and similar assignments
WED 4/17/24	Present: Nicole, Kendra, Kyle, Dirk 1. Check In 2. End of Year	1. We're doing ok. The end of the year is approaching way too quickly and we have so much to do! 2. We're working on establishing/finalizing our finals and finishing our units
WED 3/13/24	Present: Nicole, Kendra	1. We're so exhausted (and Kendra is super sick)

	<ol style="list-style-type: none"> 1. Check In 2. Art Night Post Mortem 3. Cabaret Night! 	<ol style="list-style-type: none"> 2. Art Night went well! <ul style="list-style-type: none"> o More prep time next year!!!!!!! o Full 4 days to set up and Art Night should be on a Friday- 1st week of March is preferred o We like the physical layout and set up o Better lighting (lamps and softer lights) o Earlier advertising o Create a list of expectations and assignments for adjunct chaperones 3. Every member of the Art department was in attendance for Cabaret night! Lacey and the music department did an amazing job 😊
WED 11/8/23	<p>PRESENT: Kendra, Nicole, Dirk</p> <ol style="list-style-type: none"> 1. Check In 2. Wish List for Prop 28 	
Wed 10/11/23	<p>Present: Kendra, Nicole & Kyle</p> <ol style="list-style-type: none"> 1. Check in 2. Grade Posting 3. Art Night 4. Shirt Design for the Department? 	<ol style="list-style-type: none"> 1. We're all doing "eh". The last few weeks have been rough for all of us. Concerns about behavior and students misusing technology to play video games (especially in graphic design). The grade check seemed to help the students reprioritize their work so that's encouraging! 2. We went through the posting grades protocol for the new teachers and made sure everyone knew how to store and submit grades. We're good to go!

		<ol style="list-style-type: none"> 3. Checking in about Budget... we will need more time to discuss this! 4.
Weds. 10/25/23	<ol style="list-style-type: none"> 1. Check In 2. Homework/Latework Policy 3. Needs/Concerns 4. Funds 	<ol style="list-style-type: none"> 1. The October scaries have officially hit. The kids are getting squirrley for sure 2. <ul style="list-style-type: none"> ○ The art department as a whole ○ Nicole: The majority of assignments in Art 1 are meant to be worked on in class. Homework is only assigned for the work they don't complete in class time. ○ Kyle: Adjusted his late work and grading policy. The majority of assignments for graphic design are meant to be worked on and completed as classwork (○ We all accept late work, depending on the circumstances, with varying <ol style="list-style-type: none"> a.
Weds. 1/17/23	<ol style="list-style-type: none"> 1. Art Night 2. Next Year Scheduling 	<ol style="list-style-type: none"> 1. Art night is coming along <ol style="list-style-type: none"> a. Is there any way that we could use the MArch 6th PD taht is meant to be site as a Department collaboration instead? b. I'll double check 2. Scheduling 3. Potential use of Prop Money <ol style="list-style-type: none"> a. Puger/Ceramics b. Screen Printing Materials c. Printers

2022-23

Department Name: FAME (Fine Arts, Media & Entertainment)

Members:

Kendra Kannegard -Drama 1,2,3

Lacey Coenen-Band & Choir

Dirk Andrews-CTE Music Production

Eli Stone - Game Development

Fidel Meija-Gutierrez - CTE Graphic Arts

Julia Root-Yearbook

Department Goals:

- To provide a safe, positive learning environment that encourages students to express themselves and communicate in creative ways and reach their maximum potential.
- To align our courses with Cabrillo Articulation, CTE pathway, IB and core state standards for the visual and performing arts.
- To explore different career possibilities within the arts, media and entertainment sector.
 - Explore a broad spectrum of multicultural and world art

Date	Discussion Items	Discussion Notes (Minutes)
8/30/22	<ol style="list-style-type: none">1. Back to School Night2. Dress Code Expectations3. Discussion of Department Goals4. General	<ol style="list-style-type: none">1. We spent time filling Nicole in on expectations for B2SN and discussing2. We have concerns about having to monitor and enforce the no hats policy that is mentioned in the dress code3. We amended and agreed on overall

	Concerns/Questions	<p>department goals and have included them at the top of this document</p> <p>4. Where to access the budget information for our various courses. Is there a specific</p>
9/1/22	<ol style="list-style-type: none"> 1. Check In! 2. Art Night 3. Back to School Night Cont. 4. Budgets 5. Supplies Needed 	<ol style="list-style-type: none"> 1. We talked about what we're all doing in our respective classes. 2. The current new Art Night date (March 3rd, moved from March 9th) Conflicts with a Model UN Meet, Cabaret Night and the 8th grade IB Parent Meeting. We need to know when the actual deadline is for IB Art Submission. The calendar needs to be rearranged because Art night should take priority. Cabaret Night also needs to be considered and prioritized. <ul style="list-style-type: none"> o **** John Postovit got back to us and informed us that April 20th is likely going to be the submission deadline date for IB Art portfolios 3. We want to ensure all of the art teachers have a shared list of the rest of the department's courses so we can mention each other during B2SN. 4. Where do we find individual course budget information? Leigh? 5. <u>Nicole</u>-Supply Needs: Canvases (8x10), canvas boards. Oil paints? Linoleum for

		<p>printmaking, sharpies (fine tip and regular)</p> <ul style="list-style-type: none"> ○ Fidel- Supply Needs: Toner!!, furniture(not an immediately pressing issue), markers ○ Lacey: ○ Dirk:
9/6/22	<ol style="list-style-type: none"> 1. Check In 2. Back to School Night Check In 	<ol style="list-style-type: none"> 1. We discussed the need to have all staff meetings 2. Having some sort of email notification for staff about events that occur on campus that 3. When does the work day officially start/end? 4. Lessons learned-debrief
9/15/22	<ol style="list-style-type: none"> 1. Check In 2. Art Night/Date Discussions 3. Supplies Needed 	<ol style="list-style-type: none"> 1. 2. We spent the majority of time working on figuring out when to do art to work around 3. Where are the funds located for the Art Department? How do we go about accessing that? We need to figure out how to color print for the art department. 4. We need a general color printer that is accessible to staff. Is there any way we could set up a computer/work station in the copy room that staff could use to log in.
10/25/22	<ol style="list-style-type: none"> 1. Check In 2. Update on Leadership Meeting Point <ol style="list-style-type: none"> a. Cell Phone b. Bell to Bell c. Sub 	<ol style="list-style-type: none"> 1. We're doing good! 2. We discussed cell phone policy and how we're enforcing it in our room <ol style="list-style-type: none"> a. We all seem to be doing pretty well enforcing the policies in our own

	<ul style="list-style-type: none"> d. Fire Drill Protocol e. 3. Budget 4. Tech On Campus 	<ul style="list-style-type: none"> room! b. Bell to Bell teaching <ul style="list-style-type: none"> i. Special exceptions for students with 504s c. Is there a way to organize/specialize the emails so they only go out to the teacher d. What is the protocol? Do we have an all clear signal? Can we just fully evacuate each time that way the kids know the routine? <p>3. Budget-</p> <ul style="list-style-type: none"> a. Fidel: Speciality paper and toner SOON b. Nicole: pastel paper, drawing paper, canvas (various sizes), linoleum, new brushes (destroyed while Nicole was out sick) c. Kendra: Supplies for d. Fidel's CTE money? <p>4. Tech on Campus at least one day a week would be extremely helpful. It takes far too long to get service on jobs that we need tech support. Especially for Dirk and the Music Production class, they have a full closet full of</p> <p>5. Cross CurricularProject:</p> <ul style="list-style-type: none"> a. Nicole & Kendra will be working <p>6. New Meeting Time: Lunch</p>
11/10/22	1. Check Ins	1. Fidel brought some of his students awesome

	2. Department Discussions	<p>Dios de los Muertos</p> <ol style="list-style-type: none"> 2. Adding Art Department student work to the homepage would be a great way to highlight the wonderful work our students 3. Final schedule concerns 4. CTE funding?
12/6/22		
12/8/22	<ol style="list-style-type: none"> 1. Check Ins 2. Finals Prep 3. Deadline for grade submission 	<ol style="list-style-type: none"> 1. We're doing ok! 2. We all have a pretty good handle on what we're doing for our finals 3. Why is the deadline for teacher grade submissions 3 days after we return from winter break? Is there any way we can push that back to the following week? This schedule basically means we are expected to grade over winter break which seems counterintuitive?
1/10/23	<ol style="list-style-type: none"> 1. Check In 2. Tech requests 3. Courses 4. Art Night 5. 	<ol style="list-style-type: none"> 1. We're doing well! 2. Tech job requests are still taking too long <ol style="list-style-type: none"> a. Can we please put a computer in the copy room so we can log in to print jobs 3. Graphic Design 1 & 2 Need to be listed separately on the course request 4. We will also be writing blurbs about our individual courses and will be submitting them by Wednesday 5. Concerns about ensuring there will be a

		<p>music program at SVHS next year</p> <p>6. Art Night-</p> <p>a. Dirk</p> <p>7.</p>
1/-/23	1. Art Night Board Hunt!	
2/7/23	<p>1. Check In</p> <p>2. Expo Night Logistics</p>	
2/21/23	<p>1. Check in</p> <p>2.</p>	
3/7/23	<p>1. Check In</p> <p>2. Art Night Post Mortem</p>	<p>1. We're doing good!</p> <p>2. Nicole-</p> <p>WHAT WENT WELL-</p> <p>+the 1b Art students exhibits and how they interacted with the public</p> <p>+Proud of the displays!</p> <p>+Great turnout from the public!</p> <p>+ the inclusion of the Music Production students work was great</p> <p>WHAT COULD HAVE GONE BETTER:</p> <ul style="list-style-type: none"> - Different glue to mount the art - Gather/organize the art work sooner to ensure that every student has work displayed - Having students be the ones to actually organize and mount the art work during the week leading up to art night - More time for taking down art night.

		<p>It was unreasonable to expect all the art to be taken down and cleaned out in one day (Nicole had to come in over the weekend and finish the clean up job on her own without student help in order to prepare for the meeting that was scheduled on Monday). This was an unfair expectation and things like takedown also need to be considered when it comes to scheduling meetings in the union (ie the parent info night that was on Monday).</p> <ul style="list-style-type: none"> - Stronger deadlines for the art students for submission of work - Earlier promotion and advertising for the event
3/23/23	<ol style="list-style-type: none"> 1. Check In 2. Scope and Sequence Check In 3. LCAP- Additional Elective Options 	
4/25/23	<ol style="list-style-type: none"> 1. Check In 2. Budget 3. Bell Schedule 	<ol style="list-style-type: none"> 1. 2. Better transparency needed for the budget. How much do we have for 3. As a whole, our department is in favor of Draft D, however, we would like to break up PD into 2 days (weds & Friday) that way we would get out around the same time each day.

5/11/23	<ol style="list-style-type: none"> 1. Check In 2. Supplies Orders 3. Bell Schedule Discussion 4. 	
5/23/23	<ol style="list-style-type: none"> 1. Check In 2. Check Out Procedure 3. Finals 4. Graduation Run Down 	<ol style="list-style-type: none"> 1. We're all doing good- just ready for the end of the year! 2. We went over the expectations and requirements for the June 2nd teacher checkout 3. We're all set and ready for our prepared finals! 4. We went over the timeline and expectations for graduation and robe returns.
5/25/23	<ol style="list-style-type: none"> 1. Check In 2. Graduation 3. Summer PD 4. Art Department Calendar (next Year) 	

2021-22

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Wed 09/22/21	<ul style="list-style-type: none"> Emily Brandt, Matt McHan, Lacey Cohen <ol style="list-style-type: none"> Band Set Up Homecoming WASC Data Analysis Tech Status 	<p>We are having our Homecoming game for the first time in 2 years and Lacey will have the band there. Due to Covid concerns-assessing if the band can be in the stands with people or should they be in a separate section with mics? Setting up the amp and 2 mics should be enough amplification but there are a lot of unknowns in terms of where to run power to and if there is enough power. Mr. Hanson, Dirk Andrews and student government will assist in the set up.</p> <p>WASC Data-has everyone completed a self data analysis for each of your preps so far? What did you discover, how did it change or affect your planning and assessment?</p> <p>Printer in IB room needs to get a server address set up so the department members can remotely print, updating all technical equipment currently.</p> <p>Chaperone the dance-what time, masks, dress code? What should we expect/be prepared for students?</p>
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Wed 08/25/21	<ul style="list-style-type: none"> Emily Brandt, Matt McHan, Kendra Kannegaard, Lacey Cohen, Julia Root, Will Walker, Dirk Andrews <ol style="list-style-type: none"> Welcome back!! Room set up/Inventory Supplies/Budgets 	<p>Recording Arts: I feel like the year is off to a good start and so happy that students are on campus. It's been a little jagged because I still don't have everyone back, SLV came a week and a half late, some were quarantined, and may still have students adding. I'm fine with all that, as it is pretty easy to individualize instruction.</p> <p>We really need to upgrade the computers. Several are</p>

	<p>11. Safety and Procedure 12. Covid Protocols</p>	<p>unusable and they all are super slow. I need to know what I can do to facilitate that. I'm trying to resolve the fact that I can't show my computer screen through the projector, but am able to do so through the school computers.</p> <p>Trying to figure out a new outdoor location for her band class time (there are some logistical issues with the grass i.e. mud, WASPS, etc...). I suggested maybe the courtyard next to the green room because it's a little more isolated, open and on flat ground (plus she could maybe leave all her stands in the chair room). I'd double check with her before we ask Mike/Neelu but that's the update I have from her :)</p> <p>DRAMA: My class is beautifully chaotic and filled to the brim with talented, driven performers. I adore them all! I've found a way to separate drama 1 and 2/3 for the time being (drama 1 is learning the basics and drama 2/3 is reading scripts for potential shows) so that's been fun. The only immediate need I have is for my printers to be fixed. It seems to be a problem every year and I've submitted two SchoolDudes and haven't heard anything :(</p> <p>Video Production has been going alright so far. Mike said M9 should be ready by next week. We'll start meeting there next week even if it's not 100%, I think. I'm in the process of inventorying VP equipment, and one of my students said there are some extra batteries in the Graphic Design/Yearbook room. I just spoke with Root about the camera/battery inventory, and we're going to meet for a quick minute before school on Friday to get on the same page for E103.</p>
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Friday 11/13/20	<ul style="list-style-type: none"> • Meeting via Zoom from home • Present- Emily Brandt, Craig Bowie, Kendra Kannegard <p>13. Check in how everyone is doing, how are your classes going?</p> <p>14. Student Fatigue/Emotional Well being</p> <p>15. Upcoming Hybrid Schedule-thoughts?</p>	<ul style="list-style-type: none"> • Class is going fine but I can see that the student motivation level and emotional well being are being affected. When asking students how they are typical answers are “just ok” and really feeling the weight of all their schoolwork without the time management skills and support to get the work done. Many say they are overwhelmed and the days are blurring together. How can we support them better? • Deep concerns about hybrid schedules and the arts department with shared materials and students sitting at the same tables, there will be no way to stay more than 3 feet apart even with half the class. Deep concerns over room cleaning and sanitization for band, choir, computer lab, drama, music productions, video productions, etc. all have shared equipment and devices. How will this be cleaned between student groups and wh will be doing it?

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Friday 10/9/20	<ul style="list-style-type: none"> • Meeting via Zoom from home • Present Craig Bowie, Emily Brandt, Beth Hollenbeck, Megan Laws, Kendra Kannegard 	<ul style="list-style-type: none"> • Classes settling into a routine, arts classes are difficult due to the lack of interaction with the subject matter we teach (hard to sing as a

	16. Check in how everyone is doing, how are your classes going? 17. Grades close today as well as weekly engagement check in. 18. Does everyone have their IEP/504 folders and information? 19. Student surveys, Brandt to create a survey for our department. 20. Adobe MAX 21. Production Team	<p>group, hard to act in a play as a group, etc)</p> <ul style="list-style-type: none"> • Complete grades and submit by Tuesday. • Adobe MAX conference is being offered free for the first time and our students have been approved for our first “virtual field trip” They are registering and signing up for breakout sessions led by industry leaders around the world. • Advanced Digital Media to take on a group project to involve and include the voices of our students on different topics and then sent back out to the student body.
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Wed 9/18/20	<ul style="list-style-type: none"> • Meeting via Zoom from home • Present Craig Bowie, Emily Brandt, Beth Hollenbeck, Dirk Andrews <ol style="list-style-type: none"> 1) Zoom engagement techniques 2) Attendance taking strategies 3) Teambuilding activities 4) Ideas about assessment 5) Finalizing next weeks Monday Agenda 6) Debriefing the first two weeks 	<ul style="list-style-type: none"> • Screen Shared how to set up gradebook assignments for weekly engagement and demonstrated how to make custom marks in Illuminate • Set up dual monitor and showed how to adjust display settings to extend and to zoom into documents • Discussed Zoom settings and played with chat and screen sharing with 2 monitors. Ensure that students can't see anything confidential when we screen share. • Using screenshots to back up attendance-screenshot midway to the end to ensure getting everyone. • Meetings-will they be on Mondays like last year

		<p>and in the same order?</p> <ul style="list-style-type: none"> • Still trying to get musical instruments out to students.
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Wed 4/16/20	<ul style="list-style-type: none"> • Meeting via Zoom from home • Present Craig Bowie, Emily Brandt, Kendra Kannegard, Beth Hollenbeck, Megan Laws, Dirk Andrews <ul style="list-style-type: none"> • Student participation levels-how are they doing? How are we doing? • How much curriculum to give? • Answers on grading • Department Expectations for late work 	<ul style="list-style-type: none"> • Hanson sent out a survey to all students to see if they were able to distance learn and the school has been checking out chromebooks to students. As a department we have about 70-80% participation. • Tracking document for all students divided by grades to track any student that is not turning in work so admin and teachers can follow up. • Established there should be approx 4-5 hours of curriculum per class per week, 1 graded assignment. • Keep gradebook current so we know who is participating and can reach out to those who are not. • Resources for mental well being are being put together by our counseling staff. • No word on grading yet, P/F pending decision by school survey to parents and students.

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Date		
Wed 4/09/20	<ul style="list-style-type: none"> • Meeting via Zoom from home • Present Craig Bowie, Emily Brandt, Kendra Kannegard, Beth Hollenbeck, Megan Laws, Dirk Andrews • How to navigate uncertainty while delivering the best online curriculum. 	<ul style="list-style-type: none"> • How are you adapting or changing your curriculum to adjust to online learning and what are the challenges? <ul style="list-style-type: none"> • Music students arrangements are being made to enable students to pick up an instrument for home use if it is possible. • Drama students are continuing their parts individually online for the spring musical. Still hoping we will return and be able to hold the musical. • Art students are also being given materials and supplies (more for advanced) to pick up for home use. • Survey of all graphics students to see what % can operate Adobe from home and who can not. This showed that the majority can't use Adobe because of space, graphics card, memory or connectivity issues on their home computer. Adobe can't run on chromebooks. Luckily the students had achieved the CTE and Cabrillo curriculum benchmarks for those technical skills in Adobe in the beginning of March so the graphics classes will move to all remaining concepts, history, terminology and drawing and design exercises that can be done without Adobe software.

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Wed	<ul style="list-style-type: none"> • Present Craig Bowie, Emily Brandt, Kendra 	<ul style="list-style-type: none"> • 1st ever department Zoom meeting was successful!

3/26/20	<p>Kannegard, Beth Hollenbeck</p> <ul style="list-style-type: none"> Adapting to teaching online 	<ul style="list-style-type: none"> All members have an updated SVHS web page and all members are up and running with Google Classroom. Students are amazingly logging on and doing assignments. Beth and Dirk have been doing a Zoom with students, a few quirks and inappropriate behavior but only happened with one student and Beth was immediately able to mute that student. We played with Zoom features and learned to share each other's screens, use the whiteboard feature, to change a virtual background to mute or turn off audio and video, and to adjust lighting. Schedule recurring Zoom meetings weekly. Updates from Superintendent and grading still pending so right now just be present online, support and track student engagement. Students we are not hearing from please add to the support spreadsheet sent out by Mike and send email to parents or call.
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Wed 1/15/20	<ul style="list-style-type: none"> Present Craig Bowie, Emily Brandt, Kendra Kannegard, Beth Hollenbeck Courses and Scheduling for 20-21 Art Night and Drama schedule for week of March 6th. Storage for art boards and ceramic wheels. Student to take on creating a website for SVHS Arts as a CAS project. Different pages for each of our areas. 	<ul style="list-style-type: none"> Top reasons as to why it will hurt students and our department as a whole to consider cutting our 1 choir section. Bad for students and bad for the community. Finalizing and selecting a capstone course. Going through UC course portal and found a few that look good, going to call it Advanced Digital Media. Storage container ETA for Display Boards and ceramics wheels. What can we do to help move that process forward? Where is it currently and what needs to happen to get it here?

	<ul style="list-style-type: none"> • Scheduling concerns for Drama and Yearbook and Choir. 	<ul style="list-style-type: none"> • Creating a website for the SVHS Arts. Luca S. to take on as a CAS project. What content do we want to see to represent us as a school? • Concerns from Megan Laws regarding Yearbook and too many preps. Yearbook is chugging along, and the kids are AMAZING! The book literally would have fallen apart this year without the editorial team. Even so, this year has been especially difficult in maintaining consistency with ensuring the book is edited properly: I used to have time at least once a week to double-check pages during my prep period, but with 4 different preps, this has not happened, even with using off periods to plan, and we've almost had to literally pay for it in the number of requests for unsubmitting submitted pages (we've had too many issues to count). HJ is nice enough that they haven't charged us yet, but I am feeling frustrated with the lack of time to ensure that the publication is where it needs to be. We also would like to grow the program to include the newspaper (which we got access to this year), but I have not had time to look into it because there's so much on my plate. I feel like it is not understood how much time and attention is needed to create the yearbook publication. I have requested a few times to have no more than 3 preps total with yearbook (ex. 2 sections IB, 2 sections Honors, and yearbook), but the responses I've received have left me feeling like the workload is not understood, and it would be great to have some back up on this.
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		<ul style="list-style-type: none"> Concerns from Kendra K.-can no longer have a Drama, 1, 2, 3 combined and it's not working. Looking for a Drama 1 & Drama 2/3.
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Date & Date	Discussion Items (Agenda)	Discussion Notes (Minutes)
Wed 1/08/20	<ul style="list-style-type: none"> Present Craig Bowie, Emily Brandt, Kendra Kannegard CAASP Security Affidavit and log in SRRS Reporting for Semester 1 per 3 WASC Data Analysis Form Budget & Supplies Storage Spring Musical Art Night Band & Choir Performance 	<ul style="list-style-type: none"> Members logged into the CAASP testing website to verify login credentials and completed the TOMS security form online to prepare for spring testing proctoring. Have we each completed a data analysis form for WASC for a unit or project? Complete SRRS data entry for Period 3 for any student at risk for certain behaviors to be flagged by our PBIS team for support through Illuminate. Supply ordering and budget-what is our current funding through SVHS, Parent Club & Donations and what needs to be ordered in terms of priority? Shipping container coming to hopefully hold display boards and ceramic wheels. Craig wants to create a print space in the IB room where the ceramics wheels are stacked. He can only use about 3 at any given time. Coordinating our calendar to accommodate both spring musical rehearsals and Art Night prep during the week of March 6th. Need the stage for piano players. Start moving artwork down on Monday. Students are beginning to sign up for community service. Graphics Students will make promotional flyers. Need to contact local news media with the date and times for the community. See if Art Night hospitality is still being funded by parent club. Dirk and Hollenbeck are hosting a music production class from Huntington Beach here on Thursday in the student

		<p>union. Students will perform for each other and we will have a panel discussing curriculum with the students. Also, the band and choir concert is January 22 and the central coast honor choir, for which we have a student that was accepted, is January 25.</p>
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Date & Date	Discussion Items (Agenda)	Discussion Notes (Minutes)
<p>Wed 11/20/19</p>	<ul style="list-style-type: none"> • Present Craig Bowie, Emily Brandt, Beth Hollenbeck, Kendra Kannegard, Megan Laws • Leadership debrief • Homecoming Rally • Upcoming Events • Yearbook • Fall Play 	<ul style="list-style-type: none"> • Leadership minutes were discussed. Incorporating the language of our ATL's (Approaches to Teaching and Learning) to become common and in our class discussions so that students are clear on the learning objectives. • Need to fill out the online WASC data analysis form by the end of the semester for a reflection of our lessons and data gathering. • Enrollment looks to hover around 780 for next year so we may lose sections but we still very much hope and have the numbers to have 2 sections of Drama, A Drama 1 and a Drama 2. • It was noticeable to students and parents that the band was absent at the 2019 Homecoming rally. They practiced for a month and then were cut at the last minute by student government. Parents inquired as to why they were not there. Our department believes that having the band perform at the Homecoming rally is integral for our school spirit, to be inclusive of students, to celebrate our school and to reinforce our SVHS Fight Song to all students. We believe that having the high school band perform is of high priority and would like to see it reinstated next year. • Band will be playing at several venues, Fall Play is coming up and Art Night has been booked in the Student Union for

		<p>March 6th with a hope that teachers will be able to tour with their classes the following Monday March 9th and take down on March 10th.</p> <ul style="list-style-type: none"> Yearbook is coming up on a deadline, striving to be an inclusive publication for all of our students and Yearbook class is doing a fantastic job. They are becoming a real production team with student leaders and editors.
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PD was School and District Driven from 9/18-11/20/2019

Date & Date	Discussion Items (Agenda)	Discussion Notes (Minutes)
Wed 9/18/19	<ul style="list-style-type: none"> Present Craig Bowie, Emily Brandt, Beth Hollenbeck Illuminate Assessment building. 	<ul style="list-style-type: none"> Used the entire time in the Illuminate ItemBank creating assessment questions, aligning them to standards, embedding images and publishing questions. Creating an Itembank assessment using those questions, attaching it to a class and setting the testing portal window. Duplicating assessments for different classes and manual entry/test duplication for students absent on the day of test. How to create a gradebook column after the assessment is taken to attach student scores.

Date & Date	Discussion Items (Agenda)	Discussion Notes (Minutes)
Wed 9/11/19	<ul style="list-style-type: none"> Present Craig Bowie, Emily Brandt, Kendra Kannegaard, Beth Hollenbeck, Dirk Andrews, Mike Hanson Dept. collaboration: Leading the Homecoming Skit. 	<ul style="list-style-type: none"> The Arts department will take the lead in composing and choreographing our staff homecoming skit. Dirk has volunteered to mix the music, Craig will choreograph the staff and section it into small group parts and Emily is building a prop. The goal is to increase PBIS and teacher participation for school spirit.

Date & Date	Discussion Items (Agenda)	Discussion Notes (Minutes)
Wed 9/4/19	<ul style="list-style-type: none"> • Present Craig Bowie, Emily Brandt, Kendra Kannegaard, Beth Hollenbeck • Calendar • Courses/class size. 	<ul style="list-style-type: none"> • Looking at the performing and visual arts calendars for the year and what events we have planned. Art Night will be Fri. March 6th and the SU needs to be blocked from Wed 4th-Tuesday 10th for set up and tear down. Teachers and classes to be invited on Monday 9th to tour if they didn't come on Friday night. Need student musicians/Bowie has a few lined up already. • Drama will begin with Fall Play The Bold, The Young and the Murdered auditions late Sept. • Drama-looking to add a section next year so 1 Drama one and 1 advanced. • Class size: Art room has too many students per table and needs a max cap 8 tables, each table 4 per table, no more than 32. Safety/wire/tools/quality/paper size/students can work-need space larger than 8.5 x 11. Need to let admin/counselors know that it isn't about how many chairs are in the room, it's about space on the table. Students are literally working on top of each other with their artwork overlapping and it becomes a safety issue when it comes to supplies and tool use.

Date & Date	Discussion Items (Agenda)	Discussion Notes (Minutes)
Wed 8/21/19	<ul style="list-style-type: none"> • Present Craig Bowie, Emily Brandt, Kendra Kannegaard, Beth Hollenbeck • Welcome back, 5 minutes of what you did over the summer. 	<ul style="list-style-type: none"> • Logistics, does everyone know how to print rosters, gradebook, Phone, schedule, PD Calendar, IEP • Kendra-Starting student teaching in English under Laws, figuring out how to challenge advanced students in an intro class, really hopes to get enrollment #'s that would qualify for a Drama 1 and then an advanced combo course. • Beth-excited to be back! Teaching at Middle School and Band & Choir here. Hiring a UCSC choir for support. Parents have strong support for choir. Was a guest speaker at NYU over the summer and published a Recording Arts Handbook that is being used by other schools. Fantastic!! • Craig-So happy that IB is its own class so he can really give them the attention that couldn't last year in a combo course. Too many enrolled, not enough table space for Art 1. • Emily-excited for the year! Two advanced classes. Going to complete CTE credential this semester. • 2019-2020 Arts Calendar of Events/Reserve SU for Art Night Facilities Request • Budget

Date & Location	Discussion Items (Agenda)	Discussion Notes (Minutes)
Wed 4/24/19	<ul style="list-style-type: none"> • Present Craig Bowie, Emily Brandt, Kendra Kannegaard 	<ul style="list-style-type: none"> • Leadership notes: Form for PBIS that is being used for intervention does not make sense or applies to academics. It

	<ul style="list-style-type: none"> • Leadership meeting notes • Budget & Supplies • Board Meeting presentation on 5/14 next steps. • Documentation from Kendra on scheduling conflict with Prom for Spring Musical. • At-Risk student needs 	<p>doesn't solve the problem. A student who is kind, respectful and honest can easily be failing a course. This form that must be signed each day should be differentiated based on the problem, is it behavior or academic, or both?</p> <ul style="list-style-type: none"> • Testing schedule for finals and where we are going to pull our Seniors to take the exam in mixed grade classes. • Creating slides for presentation discussion-what should we show to the board, should we do a kind of a "State-of-the-Arts"and discuss what we are currently doing in the program for each of our individual areas & CTE. Each teacher will have 5 minutes. We also need to prepare artwork and easels for the presentation. Kendra will bring 6-8 students to do a performance. • Discussion of individual needs, at-risk check in on a few of our students. Giving oral assessments for at risk or struggling students who are failing writing or traditional assessments.
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