



Ingredients:

- ◇ **Media Center**
- ◇ **Computers**
- ◇ **iOS devices**
- ◇ **Circuitry sets**
- ◇ **Broken stuff**
- ◇ **Media/Tech staff**
- ◇ **Guest teachers**
- ◇

Directions:

1. Google Account manager (admin) creates folders for each department, then shares with all staff members.
2. Departments use PLT agenda to focus their meetings :
SMART goals, supporting data, unpacking curriculum and guiding questions.
3. Admins and support staff check in to document to offer additional support, comments and opportunity for collaboration.