

Norms

1. Be respectful

2. Start/end on time

3. Keep the goal in mind

4. Be solution focused

 **TAP Leadership Team**

 **MEETING AGENDA**

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|  **DATE** |  **8/25/14**  | **MAJOR TOPIC (circle as applicable)** **Data** IGPsClusters Evaluation |
| **Facilitator:****Time Keeper:****Recorder:** | **Ms. Dove, Mr. Gaitan, Ms. Sides****Ms. Foy****Ms. Hutchinson** |
| **ATTENDEES SIGN-IN** |
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| **NEED**  | To present school goal for the 2014-15 school yearTo present pre-test data and determine next steps and planning for field testing |
| **DATA SOURCE** (circle one) |
| **Statewide Assessment** | **Benchmark****Testing** | **Classroom Assessment** | Field Testing | Student Work in Cluster | Teacher Evaluation(s)/CODE | Cluster Documentation | IGPs |
| Other (specify) |  |
| **OUTCOME** | To have a final plan in place for field testing and administering pretests |
| **MEETING ACTIVITIES: Learn**   **Develop**  | **MATERIALS NEEDED** |
| 1. Present school goal
2. Present pre-test data to team. Discuss findings and next steps in terms of strategies/teaching practices.
3. Determine next steps for field testing and begin planning
 | School data |
| **FOLLOW-UP ACTIVITIES: Apply Evaluate**  | **PERSON(S) RESPONSIBLE** |
| 1. Bring back field testing data to present to team
 | Master Teachers |