

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** |  **9/8/14**  | **MAJOR TOPIC (circle as applicable)** **Data IGPs** Clusters Evaluation |
| **Facilitator:****Time Keeper:****Recorder:** | **Ms. Dove, Mr. Gaitan, Ms. Sides****Ms. Barcelona****Mrs. Edmonds** |
| **ATTENDEES SIGN-IN** |
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| **NEED**  | To determine how we will implement IGP’s for this school year.To decide on how we will discuss CODE data for upcoming meeting.  |
| **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 on how we will implement IGP’s this school year. |
| **MEETING ACTIVITIES: Learn**   **Develop**  | **MATERIALS NEEDED** |
| 1. IGP

 -decide on the way we will do IGP’s this year (or let teachers decide) - edmodo, CODE, notebooks1. Meeting about CODE data
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| **FOLLOW-UP ACTIVITIES: Apply Evaluate**  | **PERSON(S) RESPONSIBLE** |
| 1. Begin to work with teachers on beginning their IGP’s
 | Master/Mentor Teachers |