

Norms

1. Be respectful

2. Start/end on time

3. Keep the goal in mind

4. Be solution focused

**TAP Leadership Team**

**MEETING AGENDA**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **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** | | | | | | | | | |
|  | | | |  | | | | | |
|  | | | |  | | | | | |
|  | | | |  | | | | | |
|  | | | |  | | | | | |
| **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, notebooks   1. Meeting about CODE data | | | | | | |  | | |
| **FOLLOW-UP ACTIVITIES: Apply Evaluate** | | | | | | | **PERSON(S) RESPONSIBLE** | | |
| 1. Begin to work with teachers on beginning their IGP’s | | | | | | | Master/Mentor Teachers | | |