|  |
| --- |
| **Instructions: High-functioning teams use notes taken by their team's producer during weekly meetings to focus their time together, to document their shared decisions, and to create a set of action steps for moving their work forward. Use the following template to create a regular record of your team's meetings.** |
|  |
| **Learning Team:** Blue House | **Data Sources/Artifacts:** Proficiency Charts, 15 Day Challenge |  |
| **Date:** 10/28/2022 |  |
| **Members Present:** Gamez, Peinado |  |
| **Members Absent:** none |  |
| **Agenda Items:*** Continue creating the lists of students according to the proficiency chart
* Create CAV Time List
* Create Stations
 | **Team Discussions, Conclusions, and Agreements:****Categorizing the students’ level of mastery according to the created proficiency chart.****Adding Accommodations to 15 Day Challenge** | **Actions to be Taken:**Complete the list of students on the proficiency chart and create the list of students that require intervention.Add student in CAV Time |  |
|  |
|  |
| **Which core collaborative behavior does this agenda item address? (Check one.)** |  |
|  |
| **օ General Team Tasks** |  |
| **օ Defining Essential Learning Outcomes** |  |
| **օ Developing common formative assessments** |  |
| **օ Discussing instructional strategies** |  |
| **օ Looking at student work** |  |
| **օ Reviewing and responding to data** |  |
| **օ Planning remediation or extension tasks** |  |
| **օ Other – 15 Day Challenge add accommmodations**  |  |
|  |