

**Grade Level and Department:**

**Must haves in every class every day -**

- \*Student Friendly lesson objective posted on the board (To be visible during the whole class period)
- \*Student engagement as well as teacher engagement
- \*Checking for Understanding

Please review your team norms before you begin any collaborative conversation.

**Norms:**

**Facilitator:** \_\_\_\_\_ **Recorder:** \_\_\_\_\_

**Team Members Present:**

**Team Members Absent:**

**Agenda**

**Notes (please complete during collaboration.)**

What do we want students to know and be able to do?


**Smart Goal** [SMART Goals Template](#)

S – Strategic & Specific, M – Measurable, A – Attainable, R – Results-Oriented (Relevant), T – Time-Bound

<b>Goal and Baseline Data (if applicable)</b>	

How do we know if they have learned it?


How do we provide intervention when students have not reached mastery on the standard target?


How do we extend the curriculum when students have mastered the standard or target?
