

Remember to make a copy of this document, name it with the date (i.e. 9/22/21 - Algebra 1), and save it to your individual PLC folder in the GRC Faculty shared drive.

Date/Week of:	Members Present:
Norms:	
Items for Team Members Bring:	

Check In: Where are we now?
Agenda Items Set from last meeting, include what you are working on today: product/assessment/development/data/instruction

1. What do we want the students to learn?	
Essential Skill(s)/"I can . . . " Statements	Success Criteria/Learning Intention

2. How do we know if they've learned it? Formative Assessment Analysis (complete table below) (Didn't give a formative assessment this week? Skip to step #3 supports)

Standards Assessed				
Data Analysis	Formative Assessment Title and Type			
Teacher	Class Period	% mastered (Standard 1)	% mastered (Standard 2)	% mastered (Standard 3)
What topics/questions/concepts/trends were most difficult for students?				
Are there any instructional practices that can be shared to maximize student achievement?				

3. What do we do when they don't learn it?

Which students didn't meet mastery? (Name & Claim - list student names below)

Teacher #1

Teacher #2

Teacher #3

What supports are in place for students who haven't learned it? What activities are planned in class for these students? How will intervention time be used to support these students (in class and pull-out interventions if applicable)?

4. What do we do when they have learned it/already know it?

What enrichment opportunities are you offering for these students in class?

Moving Forward

What essential skill is being covered next?

Are there any instructional strategies that need to be discussed? Any upcoming writing assignments, projects or summative assessments?

What support(s) do you need from colleagues, school administrators, and/or district administrators to ensure success?

Check Out: Intentions for Next Meeting (Admin and/or Teachers)

Next Meeting Agenda Items

To Have Ready for Next Meeting
(Formative Assessment, action needed, by who?
resources needed, by when?)

#ALLinGRC

Every Student. Every Minute. Every Day.