

# -Lewis County C-1 Schools-

“Educate to Illuminate”

## **Norms**

1. Be an active participant
2. Begin and end on time
3. Be respectful
4. Follow agenda
5. Productive Discussion

## **Roles**

1. Facilitator-
2. Recorder-
3. Time keeper-
4. Focus monitor -

Location:

Date:

Group Name:

Meeting Attendees: \_\_\_\_\_

Purpose of Meeting:

## **Agenda**

Time/Agenda Items:

Agenda Items for next meeting:

- 

Preparation for next meeting:

Who-

What-

When-

Parking Lot Items:

Meeting Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_