

<b>Grade Level Members Present</b>	Fourth Grade Teachers: Shannon Brady, Lauren Brewer, Emily Elkins, Holly Grace, Lauren McAden, Erin Kissell		
<b>Other PLC Members Present</b>	Deanna Jones, Michelle Miller, Tabitha Hembree		
<b>Location:</b> Room 106	<b>Date of Meeting:</b> January 18, 2023	<b>Start Time:</b> 9:10 a.m.	<b>Finish Time:</b> 10:05 a.m.

### Team Norms:

1. Be on time for all meetings.
2. Commit to attending all meetings and prepared with CFA data, student work samples, instructional strategies, etc.
3. Focus on agenda items only.
4. One person talks at time, no side conversations.
5. Feel free to agree and disagree and not infringe upon others' rights to do the same. This includes the responsibility to listen to others in order to seek understanding.
6. Commit to keeping sensitive issues discussed in the meeting confidential.

### Purpose of Meeting: PLC Meeting

#### Team Roles:

- Facilitator(s):** Runs meeting, makes sure all ideas are heard. (Holly)
- Recorder:** Keeps accurate notes, maintains agenda/minutes in team binder. (Lauren)
- Timekeeper:** Manages the time and reminds the team when time is up. (Erin)
- Observer/Assessment Guru:** Monitors the interactions effectiveness of the team. (Emily & Lauren M)
- Data Technician(s):** Gathers & communicates data from assessments to team members. (Shannon)

	Agenda Item	Time Allotted (55 minutes total)	Team Summary
1	Aimsweb data	20 minutes	We looked at the Aimsweb data with Mrs. Green and Mrs. Sartin to determine which students need to remain, leave, or stay in their intervention groups. We also discussed setting goals and progress monitoring for Tier 1 students in math so that they can have more exposure to the Aimsweb testing format. However, if there is progress monitoring going on, there should also be intervention instruction in that area.