



TMHS _____ Collaborative Team Meeting Agenda & Minutes

2022-2023

[Campus Norms](#)
[Campus Improvement Plan](#)
[Assessment Calendar](#)
[Bell Schedule](#)
[TMHS Team Drive](#)
[Dept. Lesson Plan Folder](#)

[Master Schedule](#)
[Building Maps](#)
[Campus Staff Duty Roster](#)
[RTI Documentation](#)
[School Calendar](#)

Attendance:

Minutes/Links:

Time:

Parking Lot/Action Items:

Calendar Invites:

Four Essential Questions of a PLC

1. What do we want our kids to learn?
2. How will we know they have learned it?
3. What will we do for those that do not learn it the first time?
4. What will we do for those that already know it?

Team Norms:

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CIP Priorities:

1. Priority 1
2. Priority 2
3. Priority 3



Pre-Work/Pre-Read: Record any information you need to share with our team below under your department(s). This is to inform our team of specific items from your department. An opportunity for clarity will be provided in our meeting.

Discussion Item	Person	Time	Desired Outcome	Discussion Minutes/Notes
Check - In & Review Norms				
Data Dig using Data Protocol				
TEKS/Lesson Overview (What do we want our kids to learn?)			<ul style="list-style-type: none"> • Content & Language Objectives • Set learning targets for common assessment • Review blueprints & curriculum • DLT 	
Lesson Planning & Review (How will we know they have learned it?)			<ul style="list-style-type: none"> • Identify prerequisite skills • Share teaching strategies 	
Intervention (What will we do for those that do not learn it the first time?)			<ul style="list-style-type: none"> • Share teaching strategies • Determine what intervention will be used for struggling students 	
Enrichment (What will we do for those that already know it?)			<ul style="list-style-type: none"> • Share teaching strategies 	
Other Notes/ Questions?				
Questions For Campus Administration				



Additional Items to Discuss				
Check-Out & Celebrations				

Action Items:
Parking Lot: