

DILLARD ELEMENTARY SCHOOL
"SOARING ABOVE AND BEYOND EXCELLENCE!"
WEEKLY TEAM MEETING FORM

Members present (please sign)

Time Utilization: Academic Planning 40 mins, Team Business 10 mins,
Concerns 10 mins

Team _____	Date _____	Time _____
_____	_____	_____
_____	_____	_____

Items Discussed:

1. _____

2. _____

3. _____

4. _____

5. _____

CONCERNS

Concerns	Administration Feedback

TEAM LEADER SIGNATURE _____

.....
PLEASE RETURN FORM TO MRS. CUTLER BY THE END OF EACH WEEK.

Team Planning for Student Success

Dillard Elementary School

MATHEMATICS

Teacher: _____

Grade: _____

8 Step Process		
Test Score Disaggregation: USE MINI ASSESSMENT-FORM A Disaggregate test scores to identify instructional groups and identify weak and strong objective areas.		
Enrichment (100%)	Bubble (80%)	Non-Mastery ($\leq 60\%$)
Timeline Development: Develop a timeline that will show the objective area and time required to teach objective.		
	High Yield Strategy Utilized	Technology Utilization
Instructional Focus: List Instructional Focus here.	1. _____ 2. _____ 3. _____	1. _____ 2. _____ 3. _____
Assessment: List pre and post assessments to be utilized.	1. _____ 2. _____ 3. _____	1. _____ 2. _____ 3. _____
Tutorials: Lessons created and delivered by teacher.	1. _____ 2. _____ 3. _____	1. _____ 2. _____ 3. _____
Enrichment: List activities that students will do independently.	1. _____ 2. _____ 3. _____	1. _____ 2. _____ 3. _____
Maintenance: How will you continuously reinforce skills taught?		

Robert Marzano's High Yield Strategies

1. Identifying Similarities and Differences 2. Summarizing and Note Taking 3. Reinforcing Effort & Providing Recognition 4. Homework & Practice 5. Non-Linguistic Representations 6. Cooperative Learning 7. Setting Objectives & Providing Feedback 8. Generating and Testing Hypothesis 9. Cues, Questions & Advance Organizers