

Classroom Weekly Team Meeting Agenda

Copy to supervisor

Revised 8/29/19



Classroom: _____ Date: _____

1. What went well this past week? **5 Minutes round robin**
2. Calendar events (teacher mtgs, visitors, staff absences/subs in class....)

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3. Parent updates: Changes in the home? New goals on family page?
4. Classroom focus goals from supervisor

5. EC Cares notes: Review notes as a team (observation notes as well as recommendations from EEP-EC Cares team meeting (large group and individual debriefs). Make a plan for implementing recommendations.

6. The theme is:

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7. PATHS Curriculum Social-Emotional target goals this week:

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8. EEP Curriculum STAR target goals for this week:

9. IFSP targets (1:1 child adaptations outside our curriculum; special targets):

10. Small group goals & activity. Round Robin ...

- a. Share your Sm. group goals/focus for the week and your activity & extenders
- b. Person responsible for completing weekly parent lesson plans is:

11. Lead/assist role changes

- a. Person responsible for updating lead/assist poster board is:

TO DO list

Task

Who is responsible