

The MISSION of Fulton High School

Preparing and Educating for Success

Priority Standards

Priority standards are linked here.

Data Reports

Please use [this form](#) to submit your data cycle reports!

Access your data report files [here](#).

Meeting Norms

- Honor the agenda and time limits; begin and end on time.
- Keep a positive tone/attitude; discuss ideas, not people.
- Limit "What if" questions.
- Be an engaged participant; be professional (technology, comments, etc.).
- Limit sidebar conversations..
- Be committed to the process.
- Make sure everyone's voice is heard.

Types of Team Meetings

Regular Meeting

Sample Agenda:

- Successes
- Concerns
- Strategies
- Lesson Plans

Data Meeting

Sample Agenda:

- Share Sorted Data
- Analyze (Data) to Prioritize
- Set a SMART Goal
- Select Strategies for Areas of Concern or Probable Misconception
- Set Results Indicators

Weekly Meeting Logs

Access past Weekly Meeting Logs [here](#). Files are available in alphabetical order by team name.

Current Weekly Meeting Log

Can't access form? Click [here](#).

Tuning Protocol(Six Steps of the Tuning Protocol)

Sample Agenda:

- Presenter Shares Lesson and Poses Question
- Group Offers Suggestions

Unit Planning

Sample Agenda or Tasks:

- Identifying standards and learning targets
- Planning summative assessment to address targets
- Planning pre- or mid-assessment
- Planning formative assessments
- Identifying chunks for scaffolding information; preparing a daily schedule