

Chippewa Falls Middle School: Collaboration Notes

Date:	Group:
Facilitator:	Timekeeper:
Recorder:	Others:

Collaboration Norms: (teams should modify/add norms as their group agrees)

Everyone participates	All opinions respected	Start / end on time
Share the workload	Stay on topic	

Areas of focus:

- | | |
|--|--|
| <input type="checkbox"/> common core standards
<input type="checkbox"/> data analysis with action planning
<input type="checkbox"/> content area literacy | <input type="checkbox"/> common formative assessments
<input type="checkbox"/> professional development
<input type="checkbox"/> parent involvement |
|--|--|

Our current goal is to:

Today we accomplished:

Next we plan to:

Assistance needed:

We plan to accomplish this by:		
Action Step	Timeline	Who is responsible?

Please submit to Building Principal by the Friday following collaboration.

