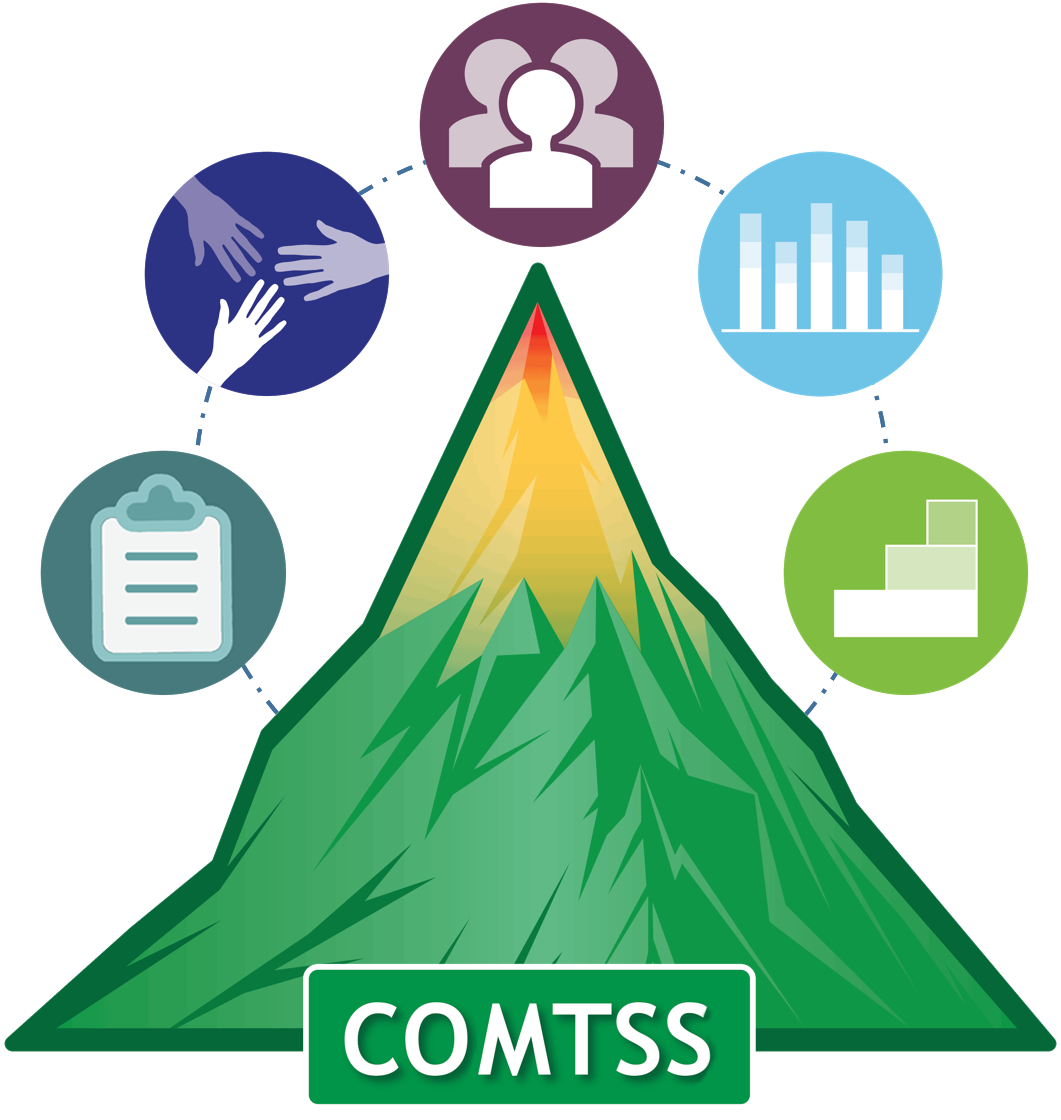
**LOGO**

***School/ District mission statement***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Meeting:** | **School / District** | | | | |
| **Date:** |  | **Time** |  | **Location:** |  |
| **Meeting Lead:** |  | | | | |
| **Meeting Participants:** | **MLT Roles:**   * Facilitator: * Timekeeper: * Notetaker: * Action Wrangler:  |  |  | | --- | --- | | https://lh4.googleusercontent.com/riOqxhr3i9bAIPm5oeuGOuQBayA88KOXfkfMnjgxi7gxAu4BQoMr8i1KSID1a0cOJHZYK4TA1exRjAZACP7XlH5E-s5uxAmlXUMjnrJYxYC8_QYzT2LV7lyAWZnUap5l5KcJtK0S | https://lh6.googleusercontent.com/tGQ4Ei7glrKL4e84uQ0wBPSbXavNUc8Y7u91GKkdUTiipxIx4_msa_o8zUQWZcEJnjN9r4EWwMn-S6rBMUvB481CYolpci0ereuzD0jdpb2WymUp602o5KnfDE8cVE2Dm_fXqccG | | https://lh6.googleusercontent.com/k7ZpPzVpVf0Xvy59LECvW8xyXTJisPDrT-1pM81EsdM1jA0X1g0gyKa8Ej5WYmHt4wrlseFb6M_KDW24MMLyFSY8-ingvuTA5McDlBxlYnxXffriZXc2oJM5GuClyPuFYGxbihDA | https://lh5.googleusercontent.com/tG8it5txFJY9VmFNveZewE1FWcR_ZRwRf-gq8LpZHS-fViXUQ-KH3x_p9DLj4EXs6_YKipj5kluimZijoVltr0kDzzHBx8t3ahQy_7S0Jxr96d_65e86T4j9IWOpqOfGIRsiTFXq | | https://lh4.googleusercontent.com/zULC6otNUjdWl4BI35gaRBDxdAdI0wxdDa7o_J4QaNAzC-Sjr7ITb1hy-zw5KAdqjSJu2SSehWFBnhTJOJso9lBLwLwD0rS-Q6GDeZYzTOlLU3KoZn7clqB97uyr6ietN6lMd9QE |  |   Team Members | | | | |
| **Meeting Objectives:** |  | | | | |
| **Meeting Norms** |  | | | | |

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Time** | | **Agenda Item** | **Resources** | **Notes** *(be sure to include communication to those not at the meeting who need to know the results)* | | | | | | **Actionable Steps**  **(Who will do what, by when)** | |
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| **Next Meeting Date:** | | |  |  | **Time:** |  | | | **Location:** | | **Board Room** |
|  |  | |  |  | | | | | |  | |
| **Evaluate the Meeting Fist to 5:( 0- being not well spent, 5 being time well spent)** | | | | | | |  | **How can we improve at the next meeting?** | | | |
| Score: | | | Notes: | | | |  | | | |