

Date and Time

# Success Gaps Meeting

# **Team Member Agenda 2–4**

Meeting Objectives:

* Team members will have an understanding of the identified success gap [name of school or district] is addressing.
* Team members will identify root causes for the success gap by discussing and completing the rubric.

| Time | Activity |
| --- | --- |
| 0 – :10 minutes | Welcome and Introductions   * All team members introduce themselves |
| :10 – :20 | Quick Review of Last Meeting   * Review last meeting activities and ask for team feedback or comment * Data that show the success gap |
| :20 – 1:05 | Rubric: Data-based Decision Making   * Small group consensus building for this section of the rubric * Large group consensus building * Further information to gather prior to next meeting |
| 1:05 – 1:50 | Rubric: Cultural Responsiveness   * Small group consensus building for this section of the rubric * Large group consensus building * Further information to gather prior to next meeting |
| 1:50 – 2:00 | Next Steps and Assignments   * Next meetings (identify time, day, etc. for scheduled meetings) * Assignment:   + Selected sections of the rubric: [1-Data-based Decision Making, 2- Cultural Responsiveness, 3-Core Instructional Program, 4-Assessment-Universal Screening and Progress Monitoring, 5- Interventions and Supports] * Meeting summary |

<https://ideadata.org/toolkits/#resources01>