



Team / Team Members:	Date:
Last Week: 10 minutes (5 minutes per subject)	
Subject 1:	
What worked well?	What could be improved?
Action Steps?	Action Steps?
Subject 2:	
What worked well?	What could be improved?
Action Steps?	Action Steps?
Students of Concern: 10 minutes (5 minutes per student)	
Student 1:	Student 2:
Concern?	Concern?
Action Steps?	Action Steps?
Systems: 10 minutes (5 minutes per student)	
This week's system?	New or revisited system?
Concern?	Result?