

Date and Time

# Success Gaps Meeting

# **Team Member Agenda 1**

Meeting Objectives:

* Team members will become familiar with all members of the team.
* Team members will develop an understanding of the background and rationale for addressing success gaps in districts and schools.
* Team members will have an understanding of the success gap [name of school or district] is addressing.

| Time | Activity |
| --- | --- |
| 0 – :15 minutes | Welcome and Introductions   * All team members introduce themselves * Agenda for the day and meeting norms |
| :15 – :45 minutes | What Is a Success Gap?   * Short introduction of success gaps materials and distribute the white paper and rubric * Play video that provides the national picture and the background of the success gaps materials * Team reaction to the information and materials |
| :45 – 1:15 minutes | Our Data   * Data for the district or school that sets the stage for the success gap * Team reaction to the data * Consensus on the success gap in [district or school] |
| 1:15 – 1:45 | Getting Started With the Rubric   * Explore the rubric * A closer look at the sections of the rubric * Team member reflection |
| 1:45 – 2:00 | Next Steps and Assignments   * Series of meetings (identify time, day, etc. for at least three meetings) * Assignment:   + Read the white paper   + Complete the assigned 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>