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| **Meeting:** | **Super Great Academy MTSS meeting** | | | | |
| **Date:** |  | **Time** |  | **Location:** |  |
| **Meeting Lead:** |  | | | | |
| **Meeting Participants:** | **MTSS team Roles:**   * Facilitator: Patricia Sandoval * Time Keeper: Ernest Smith * Notetaker: Oliver de Lorenzo * Action Planner: Mandi O’Roule | | | | |
| **Data/Evidence to review:** |  | | | | |
| **Meeting Objectives:** |  | | | | |
| **Meeting Norms:** |  | | | | |

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| **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: | | | |  | | | |