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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** |
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| **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: |  |