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|  | **Nikiski Middle/High School****PLC****Agenda and Meeting Notes** |
| QUESTIONS TO GUIDE WORK:1. What do we want our students to learn?
2. How will we know they have learned it?
3. How will we respond when a student experiences difficulty?
4. How will we respond when a student already knows it?
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| Long Term SMART Goal: | Short Term SMART Goal: |
| Date: | Beginning Time:Ending Time: | Location: |
| Team Members Present: | Team Members Absent: |
| Topic(s) of Discussion (before meeting): |
| Key Ideas and New Information Presented (during meeting): |
| Classroom Applications Before the Next Meeting: |
| Concerns/Reflections/Recommendations: |
| Plans for the Next Meeting: |
| Individual Assignments for Next Meeting: |
| Needs from Admin/Instructional Coach/Leadership Before Next Meeting: |
| Next Meeting Date and Time: |