

# Vertical Team Agenda

**Date:** \_\_\_\_\_

**Meeting Norms:**

- Assume positive intent
- Come prepared
- Begin and end meetings on time
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**Content Area/Grade Levels:**

**Time Keeper:**

**Scribe:**

**Materials required for the meeting:**

**Meeting Purposes/Essential Outcomes:**

Discussion Topic	Time (Minutes)	Notes
<b>Opening:</b> Review norms, assign roles, share celebrations, etc.	5 minutes	
<p><b>Vertical Team Plan:</b> Minutes for the main discussion topic</p> <p><b>Guiding Questions:</b>            What were your personal reflections about this concept?</p> <p>What similarities/differences are there between grade level/course expectations for this learning concept?</p> <p>What similarities/differences are there between teacher presentation and learning standard expectations with this concept?</p> <p>How can we adjust our vertical alignment to better serve our students?</p>		

**Goals for next meeting:**