



Study Team Log

Date: 11/17/03 **Study Team:** Teacher 4
Leader/Facilitator: Teacher 3 **Recorder:** Teacher 6
Timekeeper: Teacher 1

Materials/Resources needed for this meeting:
 Polya's "How to Solve" sheet; L to J materials

Study Team Members Present:

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|------------------|------------------|
| <u>Teacher 1</u> | <u>Teacher 4</u> |
| <u>Teacher 2</u> | <u>Teacher 5</u> |
| <u>Teacher 3</u> | <u>Teacher 6</u> |

Goal/s for this student team meeting:
 Consensus for definition of problem

Agenda

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| Opening: <u>5</u> minutes Today's Content: <u>70</u> minutes |
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Site visit: How do we know that our "subgroups" are proficient?
 Share L to J success
 Polya's "How to Solve It" steps
 Review last week's discussion
 Group consensus of definition of problem

Content Summary (recorder will summarize key ideas/learning, with help of the team):

Cum folders, test results, analyze test scores & strengths, teacher reports to & from SPED.

*L to J success: Teacher 2 plotted graph; not enough to see trend yet
 Teacher 5 – Gets easier each week & sees upward trend
 Teacher 3 – Has only done it twice; not enough to see trend yet; didn't test this week*

*Definition of problem: Go back to root of problem; lead-up activities like smoking & drinking
 Root – self-esteem (ability to resist peer pressure) & boredom*

Closure: Students don't feel there is a problem

Planning for next meeting: (_____ minutes) **Date:** _____

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| Next Recorder: <i>Teacher 1</i> | Next Leader/Facilitator: <i>Teacher 6</i> |
| Assignment: <i>Continue defining problem Next week–curriculum, bldg groups, etc.</i> | Next Timekeeper: <i>Teacher 4</i> |
| Agenda Items: | Resources needed: |

Wrap-up: (5 minutes)

Meeting Reflection

| | Low | | | | High |
|---------------------------------------------------|-----|---|---|---|------|
| Were the results worth the time spent? | 1 | 2 | 3 | 4 | (5) |
| How well is the team achieving today's goals? | 1 | 2 | 3 | 4 | (5) |
| How well did the team adhere to its ground rules? | 1 | 2 | 3 | 4 | (5) |
| Other | 1 | 2 | 3 | 4 | (5) |

What can be done to improve our (individual study team) working together?