



Meeting Minutes: Monitor Expansion Progress

Date:

Attendees:

Discussion Item	
Stakeholder Feedback to communication plan messages a. Dates of Communication Plan messages b. Summary of stakeholder feedback c. Plan to address concerns	
Coaching Plan a. Staff evaluation summary b. Coach input c. Plan to address concerns	
Family satisfaction survey a. survey analysis b. Plan to address concerns	
Staff satisfaction a. survey analysis b. staff meeting input c. Plan to address concerns	
Child Outcome Data a. quarterly data analysis b. Plan to address concerns	

Discussion Item	Notes
Fidelity of Classroom Practices (recommendation bi-weekly for first six months; then monthly for remainder of school year) <ul style="list-style-type: none"> a. data analysis b. Plan to address concerns 	

Action Steps:	Who	By When

Next Meeting: