

PLC Minutes	
Educators Present:	
Department/Grade:	
Date:	
Agenda:	<p>Keep four essential guiding questions in mind.</p> <ol style="list-style-type: none">1. What do we want students to learn?2. How will we know if they learned it?3. What will we do if they haven't learned?4. What will we do if they already know?
Summary of the Meeting:	
What is needed from each member at next meeting?	
What is the date of the next meeting?	
What is on the agenda for the next meeting?	
Are there any administrative supports needed?	