## Figure 4.5: MSCT Agenda Template

Collective	MSCT Agenda		
	Date:		
	The four critical questions that drive the work of collaborative teams (DuFour et al., 2024, p. 67):		
	What is it we want our students to know and be able to do?		
	How will we know if each student has learned it?		
	How will we respond when some students do not learn it?		
	How will we extend the learning for students who have demonstrated proficiency?		
	Norms		
	Roles	Facilitator:	
		Timekeeper:	
		Recorder:	
	Materials		
	Time	Topic	Meeting Outcomes
	Next Meeting Date and Time:		