



**Literacy Plan Meeting
Principal's Office
Tuesday, August 26, 2025**

Agenda

1. Welcome and Introductions (5 minutes)
 - Opening remarks
 - Introduce any new team members
2. Review of Meeting Objectives (5 minutes)
 - Outline goals for the meeting
 - Importance of the literacy plan for student success
3. Overview of the Current Literacy Plan (10 minutes)
 - Brief presentation of the literacy plan
 - Key components and goals
4. Progress Updates (20 minutes)
 - Review of implementation status
 - Data on student literacy outcomes
 - Highlights of successful strategies
5. Challenges and Barriers (15 minutes)
 - Identify challenges faced during implementation
 - Discuss barriers to student literacy development
6. Feedback and Suggestions (15 minutes)
 - Open floor for team members to share observations
 - Collect suggestions for improvement
7. Action Steps Moving Forward (15 minutes)
 - Establish next steps based on feedback
 - Assign responsibilities for follow-up actions
8. Closing Remarks (5 minutes)
 - Recap key points discussed
 - Confirm date and time for next meeting
9. Q&A Session (Optional, 10 minutes)
 - Address any remaining questions or concerns

Materials Needed:

- Copies of the literacy plan
- Data reports on literacy outcomes
- Feedback forms

Bobcat Pride!