Olsen Middle School
330 SE 11th Terrace, Dania Beach, FL 33004
Janet Giancarli, Principal

Literacy Leadership Meeting Agenda

1. Opening and Meeting Outcomes
2. Review Current Literacy Data
    a. FAST PM3 ELA proficiency and achievement levels
    b. ELA learning gains and Lowest 25% learning gains
    c. Grade-level, subgroup, teacher-level, and benchmark trends
    d. Common assessment results, intervention data, and walkthrough evidence
3. Root Cause Analysis
4. Finalize SIP Goal
    a. Baseline Data
    b. Target Outcome
    c. Completion Date
5. Action Plan
    a. How often will implementation data be reviewed?
    b. Which student outcome data will demonstrate progress?
    c. When will the team adjust or intensify the plan?
    d. Where will evidence and meeting notes be stored?