

# Driftwood Middle School



## Literacy Leadership Team Agenda

September 3, 2026

|               |                                                                  |                                                                                                                                                                                                         |                                                                                       |
|---------------|------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| <b>5 min</b>  | Welcome and Meeting Norms                                        | Review the purpose of the meeting, confirm roles, and establish collaborative norms for data discussion and planning.                                                                                   | Team members are focused, roles are clear, and expectations are established.          |
| <b>25 min</b> | Disaggregate Data from 2025–2026 Literacy Goals and Reading Plan | Review schoolwide, subgroup, grade-level, and classroom literacy data. Identify trends, strengths, gaps, and priority needs connected to the 2025–2026 literacy goals and reading plan.                 | Team identifies key takeaways, root causes, and areas requiring continued attention.  |
| <b>20 min</b> | Review 2026–2027 Literacy Goals and Action Steps                 | Examine proposed literacy goals and determine whether action steps are aligned, measurable, and responsive to identified student needs.                                                                 | Team reaches consensus on priority literacy goals and refines action steps as needed. |
| <b>30 min</b> | Review 2026–2027 SIP Reading Plan                                | Collaboratively review/evaluate the reading plan components for the School Improvement Plan, including strategies, responsible persons, timelines, progress monitoring, and evidence of implementation. | 2026–2027 SIP reading plan is finalized for 26-27.                                    |
| <b>10 min</b> | Next Steps and Closing                                           | Assign follow-up tasks, confirm deadlines, and determine what additional data, resources, or stakeholder input is needed.                                                                               | Team leaves with clear responsibilities, timelines, and next meeting expectations.    |