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| **Core Group Meetings - agenda** | |
| Facilitator: | Recorder: |
| Date: | Time: |
| Location: | Class: |
| Purpose of meeting:  Teachers attending:  What to bring:  What to do before the meeting: | |

**A Core Group Meeting Model**

**Questions to investigate the data:**

* Do we have students below level 4 of the curriculum?
* What does being below level 4 mean for our students?
* What are the implications of that?
* Is there a problem with students getting low results?
* What’s the scope of the problem?
* What causes the problem?
* What factors affect it?

**Individual Teachers:**

* Given the needs of this intake of students, how effective is my teaching?
* If I want to teach here, I need to learn to deal with the actual needs of our students. How can students work at level 5 when they are reading at level 3?
* How can I make the curriculum accessible to my students? If we want our students to be successful with NCEA, how do we ‘pick up the pace’?
* How can I find out which level to start at with each student or group?
* How can I teach literacy to them at that level when I haven’t been trained to?
* What are some literacy strategies I could try? How will I know if they have been effective?
* I need to rethink my programme in terms of text level and developmental sequence and use appropriately challenging resources
* I need to find out what that means for how I teach these students

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| **Core Group Meetings - Meeting 1** | |
| Facilitator: | Recorder: |
| Date: | Time: |
| Location: | Class: |
| **Purpose of meeting:**  Remind all of purpose of meeting from agenda  **Look at data presented:**  What are the strengths of this class?  What are the weaknesses?  Identify strategies that could be used.  **OTJs from all teachers:**  Strengths of students:  Weaknesses of students:  Target students for each teacher:  What works in your class?  **Which strategies should we adopt?**  **1.**  **2.**  **3.** | |

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| **Core Group Meetings - subsequent meetings** | |
| Facilitator: | Recorder: |
| Date: | Time: |
| Location: | Class: |
| **1. Look at the minutes from last meeting- feedback and sharing of evidence.**  What worked?  What didn’t work?  How do you feel about student progress in your class?  **2. Where to from here? Do we set new goals or revisit the previous ones?**  Strengths:  Weaknesses:  Target students:  What works in your class?  **3. Which strategies should we adopt?**  **1.**  **2.**  **3.** | |

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