



Pleasantville Public Schools



Office Of Curriculum And Instruction

Professional Learning Committee Meeting/Minutes

School: _____ Grade Level/Department: _____

Meeting Date: _____

Meeting Time: _____

Facilitator: _____

Note Taker: _____

Time Keeper: _____

Attendance (*Attach sign-in sheet*)

Agenda Topics:

1. Identify related CCSS being reviewed or overarching Learner Outcome.
2. Analysis of data: *Identify type/source of data being reviewed (as related to CCSS or Learner Outcome) and summary of data.*
3. Discussion
4. Conclusion
5. Action Items
6. Tentative Focus for next meeting: