

Draft Protocol EWIMS Data Team Meeting Log

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The Team Meeting Log will be completed by each EWIMS Data team after each meeting and will be collected by the evaluation team on a monthly basis. The evaluation team will use this information to document the quality and frequency of EWIMS data team meetings as an indicator of fidelity of implementation.

Meeting Date:

Meeting Time: <##:##> to <##:##>

Participants: <Prepopulate with EWIMS team members, and have space for others>

Activities: (check all that apply)

- Discussed individual students (How many? ____)
- Discussed groups of students
 - o Students with disabilities
 - o Students who are disadvantaged
 - o Students by race/ethnicity
 - o English Language Learners
 - o Custom Cohort
 - o Other (specify: _____)
- Assigned students to interventions (How many students? How many interventions?)
- Other activities:
 - o _____
 - o _____
 - o _____

