

## PLANNING TEAM MEETING MINUTES

|          |              |
|----------|--------------|
| STUDENT: | FACILITATOR: |
| SCHOOL:  | RECORDER:    |
| DATE:    | TIMEKEEPER:  |

| PRIMARY TEAM<br>ATTENDING |  | SECONDARY TEAM<br>ATTENDING | ABSENT                       |
|---------------------------|--|-----------------------------|------------------------------|
|                           |  |                             |                              |
|                           |  |                             |                              |
|                           |  |                             | OTHERS TO RECEIVE<br>MINUTES |
|                           |  |                             |                              |
|                           |  |                             |                              |

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| AGENDA ITEM | OUTCOME/RECOMMENDATIONS | PERSON RESPONSIBLE | DUE DATE |
|-------------|-------------------------|--------------------|----------|
|             |                         |                    |          |

# PLANNING TEAM MEETING MINUTES

CONTINUED

| AGENDA ITEM | OUTCOME/RECOMMENDATIONS | PERSON RESPONSIBLE | DUE DATE |
|-------------|-------------------------|--------------------|----------|
|             |                         |                    |          |

AGENDA ITEMS FOR NEXT MEETING

DATE/TIME OF NEXT MEETING

Thanks to Paradise Valley Unified School District Related Services  
Phoenix, Arizona