

WESTERLY PUBLIC SCHOOLS
COMMON PLANNING TIME AGENDA AND LOG

Date: _____ Time: _____ School/Department: _____

Facilitator: _____ Location: _____

✓ District-wide CPT Session Goal	Data Reference:
____ 1. Student Work	
____ 2. Creating Learning Objectives	
____ 3. Instructional Planning	

CPT Specific Session Goal

Action(s) Needed	Person(s) Responsible	Progress

Products or Outcomes

Feedback to CPT Council

Future Agenda Items

- 1.
- 2.
- 3.

ATTENDANCE:

Name- *Please Print	Time In	Name- *Please Print	Time In

Administrator: _____ Date: _____