



APTT Individual Meeting Notes

Student: _____

Adult/s: _____

Meeting Date & Time: _____

Approx. Time	Essential Elements	Discussion Notes <i>Remember...Open discussion/dialogue is key!</i>
10 min.	<i>Build Strong Collaborative Relationships</i>	<input type="checkbox"/> Discover the student's interests beyond academics <input type="checkbox"/> Discuss family's goals for their child
10 min.	<i>Update Family on Student Academic Progress</i>	<input type="checkbox"/> Discuss progress on 60-day S.M.A.R.T. goal/s (review goal sheet from APTT meeting #1) <input type="checkbox"/> Discuss how learning time is structured at home and how it is working for the student and family <input type="checkbox"/> Provide family with samples of updated student work and assessments related to their goal and other areas (e.g., math, benchmark/reading, writing, word work, language, behavior/social skills, MAPs, etc.)

		<input type="checkbox"/> Discuss exact strategies for helping to prepare their child for upcoming assessments (school plan)
<p>10 min.</p>	<p><i>Collaborate on Student Academic Support</i></p>	<input type="checkbox"/> Outline a collaborative plan for meeting or exceeding 60-day S.M.A.R.T. academic goals (home plan) OR if didn't attend APTT #1, form S.M.A.R.T. goal and model/practice activity. <input type="checkbox"/> Summarize next steps for support <input type="checkbox"/> Discuss ideas for fun, free, or low-cost activities to do as a family to continue learning at home (e.g., games, activities, events to attend as a family) <ul style="list-style-type: none"> • Go Valley Kids: http://govalleykids.com/
<p><i>Additional Comments/ Notes</i></p>		