**Looking Collaboratively at Lesson Plan Documenter Form**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Team/Group Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Members Present: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**Members Absent: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| **Presenting Educator** | **Facilitator** | **Documenter** | **Participant(s** |
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| **Framing Question** | | | | |
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| **Positives**  (bulleted list of what you liked about the lesson) |  | | | |
| **Descriptions**  (bulleted list of participant descriptive observations of lesson) |  | | | |
| **Improvements**  (suggestions of things to tweak in lesson) |  | | | |
| **\*Star ideas that the presenter found interesting and useful. Add new ideas with a \* from the presenter** | | | | |
| **Reflections**  (bulleted list of “take aways” and next steps from participants) | |  | | |
| **Next Meeting:** | | **Presenting Educator** | **Facilitator** | **Documenter** |
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