RENEW Team Meeting Preparation Form

Directions: Use this form when preparing for a RENEW team meeting.

Facilitator’s Name: __________________________ Meeting Date: ____________

Youth’s Name: __________________________

Youth’s Goal: __________________________

With the youth, identify the desired outcome of the meeting:
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________ 

Based on the youth’s goal, and desired outcome of the meeting, who should be invited to the youth’s team meeting to provide support, strategize solutions, or get buy in for the goal?

<table>
<thead>
<tr>
<th>Who to Invite</th>
<th>Role/ Why it’s important to include them</th>
<th>How they will get invited &amp; oriented to why they are coming</th>
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Develop a script to orient team members and invite them to attend a team meeting below:

_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________ 

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Develop your agenda for the meeting:

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Ask the youth to develop ground rules for the meeting that will help honor everyone’s contributions, and allow the youth to lead the meeting: