

Lake Hamilton Junior High
Summer Professional Development Plan
2023-2024
4 Days to be Completed during the Summer

Goals/Expectations

- **All members of your team must be present for each day. This is part of your contract.**
- Develop, refine, and review units of study for **each essential standard(s)** using the following criteria:
- Develop Proficiency Scales for each Essential Standard after unwrapping it into targets.
- Social Studies, ELA, and Math will have new standards to review and adjust accordingly.

Teams will work through the steps below to complete the process for essential standards.

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| 8:00 - 8:05 | Review essential "Boulder" standards |
| 8:05 - 8:20 | Analyze the demand of the standard (DOK/Rigor) |
| 8:20 - 9:00 | Unpack the essential standard into targets and develop proficiency scale |
| 9:00 - 9:30 | Create and/or revise summative assessments |
| 9:30 - 10:15 | Create and/or revise formative assessments Identify the number of days needed, include days CFAs and CSAs will be administered |
| 10:15 - 11:00 | Plan Intervention/Extension Lesson |
| 11:00 - 12:00 | Lunch |
| 12:00 - 12:05 | Identify an essential "Boulder" standard |
| 12:05 - 12:20 | Analyze the demand of the standard (DOK/Rigor) |
| 12:20 - 1:00 | Unpack the essential standard into targets and develop proficiency scale |
| 1:00 - 1:30 | Create and/or revise summative assessments |
| 1:30 - 2:15 | Create and/or revise formative assessments Identify the number of days needed, include days CFAs and CSAs will be administered |
| 2:15 - 3:00 | Plan for Tier II |

**ADD TEAM GOAL CREATION SPECIFIC TO THEIR WORK (I.E. INCREASE RIGOR TO MATCH STANDARDS, IMPROVED DATA PROTOCOL, PLAN QUALITY EXTENSION)

Process Steps for Collaborative Teams:

- A. Identify and Prioritize Standards XX Days
- B. Unpack Standards into Learning Targets for Clarity and Agreement
- C. Create a Proficiency Scale for ES
- D. Create Common Assessments
- E. Dive Deep into XX-Day Challenge
- F. Plan for Tier II when Planning for Tier I

- G. Group Students for Intervention or Extension
- H. Create a Year-Long Pacing Guide on Essential Standards

Identify and Prioritize Standards into Three Categories. *Essential (Boulder): Have to know, Supporting (Rock): Nice to know, Additional (Butterfly): Fun to know*

1. Individually decide and mark essential (boulder) standards. (2–3 minutes)
2. Conduct a table talk. Where do you agree or disagree? (5 minutes)
3. Come to team consensus. (5 minutes)
4. Repeat for additional (butterfly) standards.
5. Repeat for supporting (rock) standards.

Unpacking Essential Standards:

Identify the concepts and skills found in the standards.

1. Circle the skills (verbs), underline the key concepts (nouns and phrases), and bracket the context or criteria.
2. Discuss any context, conditions, or performance criteria.
3. Identify learning targets.
4. Determine learning target rigor (depth of knowledge) and discuss instruction and assessment implications.
5. Identify academic and domain-specific language (vocabulary).

Common Assessment Development

Note: Repeat 1–6 for each common assessment embedded throughout the unit of study.

1. **Begin with the end-of-unit assessment**
2. Each team member brings sample test questions, based on essential (boulder) standards, to the team meeting.
3. Collectively design the assessment.
4. Give team members a copy of the assessment to complete during collaboration time.
 - This process clears up misconceptions or tricky questions.
5. Agree on how to administer the assessment. Consider items such as:
 - Can students use a calculator?

- Can students use a times-table chart?
 - Can students have access to vocabulary definitions?
 - Can teachers read a portion of the assessment to students?
6. Agree on how to score the assessment.

Dive Deep into XX-Day Challenge

1. Identify the number of days for each unit.
2. Determine the number of teaching days for each learning target.
3. Brainstorm strategies for students to practice daily learning targets. Add ideas to the sticky notes on the XX-Day Challenge Planning Chart.
4. Add materials to teach the daily learning targets outlined on the sticky notes. "Show Me!" Model strategies for each other.

Plan Instruction for Tier II when Planning for Tier I

Group Students for Intervention or Extension

- 1.
- 2.

Create a Year-Long Pacing Guide on Essential Standards (Example)

1. You will need a 2023-2024 calendar.
2. Place an "X" on all non instructional days, holidays, breaks, etc. School calendar will be provided.
3. Tally total instructional days needed. Ex. Total: 154 days
4. If total student interaction days differ from the number of days needed for essential standards then teams will make the adjustments necessary and in some cases unit by unit.
5. Enter/update active links into the team tracking document

