

# Pacing Meeting

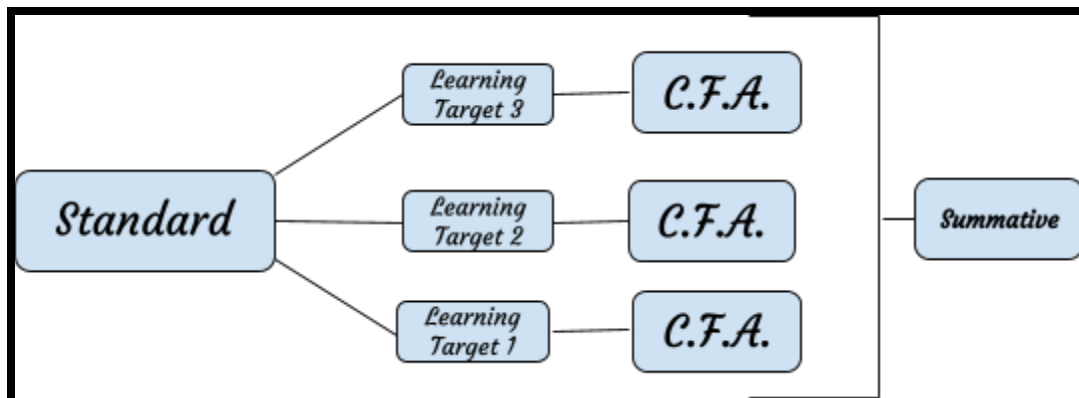
Updated 9/2020

What do we want students to be able to do?  
How will we know if they can?

## End In Mind

- Identify Upcoming Essential Standards to discuss
- Study the Item Specifications & unwrap the standards
- Identify the learning target(s)
  - # of Learning Targets = Verbs in Standard
  - Agree on what proficiency looks like
  - Create student “I can” statements
- Discuss what do we want them to to:
  - Know, Do, Vocabulary, DOK
- Create CFAs (or modify last year’s CFA to meet this year’s process)
  - Aligned to learning targets
  - Varied question types aligned to DOK/Rigor
  - Keep it short
  - Agree what proficiency looks like based on the CFA questions

Remember, you do not have to create a CFA for each learning target. Some learning targets can be combined and assessed at the same time. Your team will come to consensus on this topic while discussing the learning targets. The model below is just a visual representation.



# Planning Meeting

Updated 11/2020

**What** do we want students to be able to do?

**How** will we know if they can?

**What** will we do if they can't?

**What** will we do if they already can?

- Share & discuss best practices and instructional strategies
- Create lessons aligned to pacing meeting
  - How many teaching days will each learning target take?
  - When will we give CFAs
- Select activities and assignments aligned to rigor/DOK identified in pacing meeting
  - Discussion of quick formative assessment options (exit tickets, showdown, etc.)

# DATA Meeting

Updated 11/2020

**What** do we want students to be able to do? **How** will we know if they can?

**What** will we do if they can't? **What** will we do if they already can?

- Quick formative assessment discussion/effective teaching practices (ALL standards)
  - Spiral
  - Small group instruction
  - Whole group reteaching
- CFA analysis (essential standards)
  - RTI needs/grouping (<80%)
  - Extension needs/grouping
- Evaluate discussion
- Which teaching practices were most effective?
- Identify most missed question (vocabulary, DOK, Question Type)

- Develop a plan of action