**PLC Agenda and Minutes 2014-2015**

***“Make no mistake, our work changes LIVES!”***

***-Mike Mattos***

**Date: Grade Level:**

*Four Essential Questions of a PLC*

1. What must students learn? (i.e. set/review essential learning targets based on the TEKS, study the district scope and sequence)
2. How will we know when they’ve learned it? (i.e. “backwards design”- write common assessment(s) based on the TEKS and determine when the assessment(s) will be given)
3. What will we do for those students who already know it? (i.e. study student data, design pre-assessments to determine who has already mastered concepts to the appropriate depth and complexity, design enrichment opportunities in the form of choice boards, independent projects, etc.)
4. What will we do for those students who don’t get it the first time? (i.e. study student data; power hour grouping based on data and teacher strengths, discussion of best instructional practices that yield student results)

***Don’t forget to include celebrations on the agenda! ☺***

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| **Topic** | **Person** | **Time** | **Desired Outcome** | **Which # PLC question does this agenda item address?** | **Discussion Minutes/Notes from Agenda Item** |
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**Z-Team can provide High Support by:** (Please use this section include specific details about the support, resources or information needed! Ex: We would like to add Christine Burchette to next week’s PLC agenda in order to review CCA data and plan intervention; We need Janet Watson to provide examples of behavior charts for our team via email; or May we schedule time with Jenny McGown to review our protocols and norms *before* our next PLC?)

**Parking Lot items to be addressed:**