PLC Data Meeting Script

1. Review norms/Assign Roles
	1. Ensure that the team has a digital/shared agenda that they are updating.
2. Goal: Review the previous week’s assessment data to determine areas of learning gaps.
3. What did we what the students to know?
	1. What were the essential TEKS on the assessment?
		1. Ensure that TEK numbers and language are used.
	2. Why did we choose those standards?
		1. Are these frequently tested, foundational skills for the overall goal, etc.
	3. What instructional strategies were used to help our students understand these standards? (How did we teach this?)
4. How well did our students learn?
	1. Review the overall score, the individual teacher score, and the itemized question score.
	2. Determine two weak areas. Look to see what the common error or distractor was.
	3. On questions that measured the lowest TEKS, did students perform better on some questions than others? Why?
	4. What misunderstandings do the students' answers reveal?
5. How will we reteach the two areas of weakness? (Reteach plan)
	1. What are all the steps needed to be able to answer these questions correctly?
	2. Within those steps, where does it appear student mastery broke down?
	3. What will you have to teach to overcome these misunderstandings?
	4. Which reteach method would best apply, modeling or guided discourse?
		1. Modeling - showing students what to do with depth, unpacking a complex skill and make it simple.
		2. Guided discourse - Using excellent questioning to guide student learning.
	5. Have teachers create the reteach plan.
	6. Have teachers create the “You do” to check for new learning/understanding.
6. How will we respond to students that already know this material?
	1. How will we utilize our students that mastered the concepts?
	2. Will students who mastered be part of the reteach or will they have an alternative extension task?

 