**PLC “TIGHT” Processes**

**The following aspects of the PLC at Shirley Hills Elementary are “TIGHT”:**

1. Educators work in collaborative teams and take collective responsibility for student learning rather than working in isolation. Team members work interdependently to achieve common SMART goals for which members are mutually accountable.
2. Collaborative teams implement a guaranteed and viable curriculum, unit by unit.
3. Collaborative teams monitor student learning through an ongoing assessment process that includes frequent, team-developed common formative assessments.
4. Educators use the results of common assessments to:

* Improve individual practice
* Build the team’s capacity to achieve its goal
* Intervene or extend on behalf of individual students

1. The school provides a systematic process for intervention and enrichment. Intervention is timely, directive (not invitational), and diagnostic (focus on specific skills), and it does not remove a student from new direct instruction.

**PLC “LOOSE” Processes**

The following aspects of the PLC process at Shirley Hills Elementary are “loose.” “Loose” processes empower teams of teachers to:

1. Establish their own norms and SMART goals.
2. Determine the specific knowledge and skills students must acquire in each unit.
3. Establish pacing for each unit (the length of time they will devote to the unit).
4. Determine the standard of proficiency each student must attain.
5. Gather evidence of student learning through an assessment process that includes one or more common formative assessments the team creates for each unit.

PLCs are also loose when it comes to empowering individual teachers to:

1. Use the best instructional strategies that work best for them and their students. (Visible Learning)
2. Use their ongoing assessments as they teach
3. Pace the content as they deem appropriate within the time the team has established for the unit.

**Tight Processes** at Shirley Hills Elementary are processes that all teacher teams are implementing. They can be called processes that are “operational” or processes that are non-negotiables for Lindsey Elementary.

**Loose Processes** at Shirley Hills Elementary are processes that allow for flexibility with the teachers. These are processes where teachers are respected as professionals and classroom experts. A focus is put on collaboration, learning, and results.