Plan - Bowie Team Leader Workshop 2015

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| **TIME** | **TOPIC** | **DESCRIPTION** | **FACILITATOR** | **MATERIALS** |
| 9:00 -9:20 | Welcome | Workforce sign-in, agenda, goals, & norms ice breaker, meet Critical Friends triads | Andrea | Table copies of workforce directions; mini-resource copies; big paper of agenda, goals, and norms |
| 9:20 -9:45 | Reflections & The 2015-16 Focus/Charge | 1. Review “Teams Will …” expectations … the PLC cycle  2. Reflections:   * focused previously on structural changes (common planning, FIT), staff training and summer work, identifying learning targets & non-negotiables, and the development of common assessments * results: positive trending EOC results, AP scores, and increased passing rates   3. 2015 Focus: Charge to the Team Leaders   * Strengthen and extend the development and use of common assessments to drive and improve instruction * promote collective responsibility for the students in your PLC’s course (discussions about and sharing of specific students – behavioral, grades, accommodations/modifications, extensions, remediation, test prep, etc.) | Mr. Kane |  |
| 9:45 -10:45 | Article Jigsaw | each person at the table reads \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and summarizes a portion of the article for tablemates  Include BREAK during reading time? | Joey | Jigsaw groups of 3 with each person #1-3 becoming a experts for the “Big Idea #\_” section.  Duplicates of each number split to 2 expert groups (there will be 2 Big Idea #1s, etc)  Then they rejoin their original group. |
| 10:45 -11:00 | Critical Friends Chat #1: The Article | Teachers discuss how the info in the article resonates or connects with how their PLC team is currently functioning - what is the status of your team? Tell your partners | Susan |  |
| 11:00 - 11:45 | Bowie’s USH Team: A PLC Process in Action | USH teams explains and illustrates how they work the PLC process; allow a few minutes for table talk and large group discussion | Ruth Ann |  |
| 11:45 - 12:00 | Other Teams share their process | Allow time for other team leaders to share processes their teams use that are working | Ruth Ann |  |
| 12:00 pm | LUNCH | Sign-out of Workforce, During lunch teachers will create a Kahoot account using their smartphones |  |  |
| 12:30 -12:45 | Sign-In | Sign back in, take care of business, | Andrea | Directions for workforce |
| 12:45-1:00 | Critical Friends Chat #2: Here’s What I’m Thinking About | after teachers sign-in to Workforce, teachers meet in triads discuss how what they’ve seen or heard thus far (Mr. Kane’s charge, article, USH presentation, table talk, etc) resonates or connects with how their PLC team is currently functioning. Share your thoughts with your partners. | Susan |  |
| 1:00 -1:30 | Getting to Yes | presentation by SEL coordinator will discuss how to build consensus within a PLC | Hilary Simon |  |
| 1:30 -1:45 | BREAK |  |  |  |
| 1:45 - 2:45 | Taking Stock | Using their smartphones and logging into the Kahoot website, teachers will answer questions about their PLC in regards to: the use of common assessments, the extent of collective responsibility, evaluating student work, and their utilization of FIT; table talk and large group discussion about each topic, challenges, and next steps | Cindi & Joey  Susan & Andrea to chart | Chart tablets to record observations, next steps and challenges - whole group |
| 2:45 - 3:00 pm | Critical Friends Chat #3: The Commitment | Think about the day. Based on what we have done and the goals to move our campus as a whole, what can you commit to for your PLC?  Share that idea with your Critical Friends. With the help and input of their Critical Friends, each team leader will write a measurable goal for 2015-16 related to one of the two charges (common assessment or collective responsibility); this measurable goal will be the primary focus of the instructional coaches support for the PLC | Susan | Mr. Kane’s 2015 Charge to team leaders slide |
| 3:00-3:15 | Commit to measurable goal! | Write your teams measurable goal in the google doc. | Andrea | Google spreadsheet |
| 3:15-3:20 | Reflection on the Day |  | CIndi |  |
| 3:20 | Closing |  | Cindi |  |