

## Thinking About Next Year: More Info for Instructional Leaders and Coaches

Use this two-meeting process for making a collaborative list during PLCs.

### MEETING #1: INTRODUCE THE **Thinking About Next Year** RECORDING SHEET.

1. Explain that you would like to plan PLCs for next year to target the things to best meet teachers' needs and what they want to work on. Hand out the recording sheet.
2. Explain the different boxes on the recording sheet.
  - ✓ This year's successes.
  - Things to think more about.
  - ★ "I wish" topics and things to research.
  - ▲ Definite changes you want to make.
  - ☪ Cull the best ideas to make a personal list, **My Plan for Next Year**.
3. Request that teachers bring their completed sheet, minus the **My Plan for Next Year** box, to the next PLC.

### MEETING #2: COMPILE THE LIST.

1. Write one of the categories from the **Thinking About Next Year** recording sheet at the top of a piece of chart paper. Write the other categories on different sheets. Provide a set of markers for each piece of chart paper.
2. Have teachers write their lists from each category on the chart paper.
3. Work with your teachers to analyze each sheet. What are the similarities between different teacher's comments? Are there patterns in comments by grade level?
4. Together pick a topic to research and work on for next year. These should be bigger topics like fact fluency or guided math.
5. Together pick smaller topics by grade level.
6. As you plan your leadership work for next year, include these lists in your thinking so that your PLCs meet your teachers directly where they are and you have automatic buy-in on the plan. Be sure to tell your principal about how you chose the topics for your PLCs. Coupled with the data from STAAR or other state assessments, this is data-driven PD as it's best.