PLC Update

Committee of the Whole
April 2, 2024

What is a PLC?

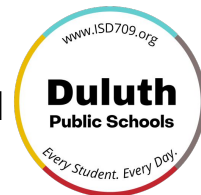**PLC** stands for **"professional learning community".**
- A group of educators that consistently meets to focus on various elements of instruction and student learning.

The "Big Ideas" of PLCs:
- Focus on Learning
- A Culture of Collaboration and Collective Responsibility
- Results Orientation

4 critical questions drive the work of PLCs:

1. What is it we want our students to know and be able to do?
2. How will we know if each student has learned it?
3. How will we respond when some students do not learn it?
4. How can we extend and enrich the learning for students who have demonstrated proficiency?

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District PLC Journey 2023/2024

August 8, 2023: #1 Full Committee Meeting

- Central office & DFT members (~30 staff members)
- Developed a "why"; identify current reality; next steps moving forward

  ### Committee Requests:
  - Common forms, structure, and process district-wide
  - Central office to update/revise PLC Handbook and put together a common agenda
  - Ensure time for PLC honored

August 29, 2023: Connecting Priority Work

- Virtual presentation on PLC work (Jen and Brenda)
- Connecting Strategic Roadmap, PLC, Teacher Clarity

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District PLC Journey 2023/2024

September 27, 2023: **#2 Full Committee Meeting**

- Shared updated PLC Handbook 23/24
- Shared common district-wide "PLC Hub" tool

Follow Up:
- Continue with new and updated handbook/Hub
- Follow up mid-year for review

November 29, 2023: **Moving Forward Discussion**

- Reps from district admin and DFT
- Reviewed meetings, documents
- Discussed next steps

Follow Up:
- Set up full committee meeting for January 2024
- Brenda and Ethan met 12/13/23 to set agenda for 1/17/24

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District PLC Journey 2023/2024

January 17, 2024: #3 Full Committee Meeting

- Reviewed TDE PLC language; 4 PLC questions and expected work
- Review handbook revisions and new common agenda
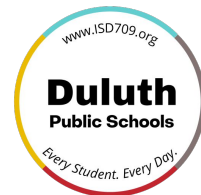
Follow Up:
  - Elementary and secondary members should meet separately as needs at each level are very different

February 2024: Focused PLC Meetings

- **Secondary PLC Committee**: Discussed secondary needs; revised PLC Handbook
- **Elementary PLC Committee:** Discussed elem needs; reviewed handbook; CIT communication

Follow Up:
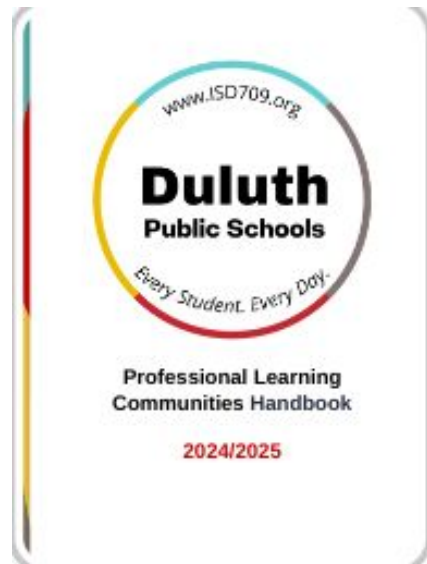 - Set up April 2024 Meeting to finalize PLC Handbook
  - 2024/2025 plans/schedules

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PLC Handbook 2024/2025

Purpose

      Provide consistent district-wide guidance for Site PLCs

Contents

- Define, Commitments, Big Ideas
- Let's Get Started
  - Membership, Norms, Roles, Goals
- "The Right Work"
  - Rubrics
  - Teacher Clarity
  - Critical Issues for Team Consideration
- PLC Hub
- Contact Information

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Professional Learning
Communities Handbook

2024/2025

Forms

Guidance

Resources

"Big Ideas" of PLC Work

Big Idea #1: A Focus on Learning

We work together to ensure every student has the opportunity to reach a high level of growth and proficiency.

We ensure all educators are building shared knowledge of effective instructional practices through job-embedded learning.

Big Idea #2: A Culture of Collaboration and Collective Responsibility

We employ a collaborative system and process.

We work interdependently building common knowledge and skills to achieve shared goals.

We take collective responsibility and hold each other mutually accountable.

Big Idea #3: A Results Orientation

We are reflective educators constantly seeking evidence of effectiveness in practices and achievement.

We analyze everything we do based on the impact to students' learning.

Team Norms: Recommendation

When Establishing Norms, Consider:	Proposed Norm

Let's Get Started...

Establish

- ☐ Membership
- ☐ Norms
- ☐ Roles
- ☐ Goals
- ☐ "The Right Work"

PLC best practice is... When you see this icon in the handbook, it means there is an item for the team that is aligned to "PLC best practice" and is aligned to the PLC Hub Dashboard.

"Those who develop systematic practices do not hope things happen a certain way; they create specific structures to ensure certain steps are taken"
(Learning by Doing, p. 60)

The "Right Work" of a PLC

The purpose of collaboration - to help more students achieve at higher levels - can only be accomplished if the professionals engage in collaboration focused on the "right work".

Four critical questions from both the teacher and student perspective focus the team's efforts on the "right work".

Four Critical Questions of Learning

KNOW
Teacher Perspective: What is it we want our student to know and be able to do?
Student Perspective: What should I know and be able to do?

SHOW
Teacher Perspective: How will we know if each student has learned it?
Student Perspective: How will I show I learned it?

GROW
Teacher Perspective: How will we respond when some students do not learn it?
Student Perspective: What should I do if I have not learned it?

GLOW
Teacher Perspective: How will we extend learning for students who demonstrate proficiency?
Student Perspective: What should I do if I already learned it?

Teacher Clarity

Teacher Clarity Modules

- For easy reference, all Teacher Clarity modules, information, and links are included in each team's PLC Hub on the last few tabs.

PLC Hub 2024/2025

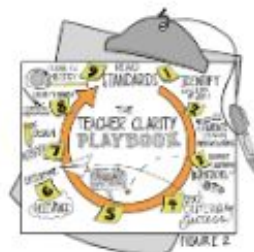**Purpose**

Provide consistent district-wide documentation for Site PLCs

Contents

- PLC Dashboard
  - Membership, Norms, Roles, Goals
- Resources
  - PLC Handbook
  - Teacher Clarity
  - Curriculum
  - PLC Schedules
- Guiding Questions
- Agendas
  - One tab for every month with agendas for each week
  - Sept 2024 - May 2025

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PLC Dashboard

PLC Team Name	
Member Names	
Meeting Logistics	Location	
	Start Time	
	End Time	
Team Norms	Time	
	Listening	
	Confidentiality	
	Decision Making	
	Participation	
	Expectation	
Team Roles	Facilitator	
	Recorder	
	Timekeeper	
	Reporter	
	Other	
	Other	
Team SMART Goal(s)	
Resources (Link resources including links to District docs and MN Standards)	MDE	MDE Academic Standards K-12
	Handbook	PLC Handbook 2024/2025
	TC Site	Teacher Clarity Module Site
	District	District Curriuclum Resources
	TC Resources	Teacher Clarity Resources 2023/2024
	Other	
	Other	

PLC Hub Dashboard

Weekly Agendas

Week of January 13

Date		This Week's Focus Work
Members Present:		

Topic(s)	Discussion(s) / Decision(s)

Lingering Questions	Housekeeping

Action Items / Next Steps

Action Item	Person Responsible	Due Date	Completion Status

PLC Guiding Questions

PLC Guiding Questions
(DuFour Questions & Teacher Clariy Alignment)

What is it we want our students to know and be able to do?		
Standards	What standards are being discussed/analyzed today?	
	How do the standard(s) [and learning target(s)] relate to the ongoing work of your classroom?	
Learning Progressions	What underlying prior knowledge must students possess in order to reliabliy learn?	
	How might the concepts and skills within a standard be sequenced in a logical way to maximize learning?	
Learning Intentions	What upcoming learning intentions (targets) will be communicated with students and how will you ensure students know and understand the intended learning?	
	How are the standard(s) and learning intentions (targets) communicated and made accessible to all students?	
	How will students communicate their understanding about what they are learning and why they are learning it?	
Success Criteria	What are the success criteria associated with the learning targets (intentions)?	
	How will you share success criteria with students in a way that they can assess their	

<u>Elementary Schedule</u>

After School Meetings

2024/2025

D-PLC = District/Administrative Directed PLCs
S-PLC = School Directed PLCs
SM = School Staff Meetings
CIT = School Continuous Improvement Teams

Week of...	Weekly Schedule					Staff Meeting Week	CIT Meeting Week
	Mon	Tues	Wed	Thursday	Fri		
Sept 3	Labor Day	----	----	----	----	X	X
Sept 9		D-PLC		S-PLC			
Sept 16				S-PLC			X
Sept 23		D-PLC		S-PLC			
Sept 30				S-PLC		X	
Oct 7		D-PLC		S-PLC			X
Oct 14	PD Day			MEA	MEA		
Oct 21		D-PLC		S-PLC			X
Oct 28				S-PLC			
Nov 4		D-PLC		S-PLC			X
Nov 11				S-PLC		X	
Nov 18		D-PLC		S-PLC			X
Nov 25			PD Day	Thanksgiving	Thanksgiving		
Dec 2		D-PLC		S-PLC			X
Dec 9				S-PLC		X	
Dec 16		D-PLC		S-PLC			X
Dec 23	PD Day	Break	Christmas	Break	Break		
Dec 30	Break	Break	New Year's	----	----	----	----

← Weekly Schedule

← Weeks with no meetings

← District PD Days

← Holidays

← Days Off

Thank You !

Questions?