

**Becoming a Highly Effective Professional Learning Community
A Faculty-Meeting Staff Development Package**

Faculty-Meeting Staff Development Packages

Research tells us:

- ❑ That the most effective professional development is ongoing, job-embedded professional development.
- ❑ That developing professional learning communities is one of the most effective ways to accomplish this goal.
- ❑ That student achievement is increased when PLC's focus their collective efforts on insuring that every student in the school is learning.
- ❑ That one way to help this happen is to make more productive use of staff meetings and the time set aside for them.

Therefore, the TEP team has created the following professional development package that does these things.

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Becoming a Highly Effective Professional Learning Community	
Intended Audiences:	District Teams, Full staffs, PLCs, Grade Level and/or Content Area Teams.
Service Overview:	This professional development package focuses on helping your school or district develop the structures that are necessary to become a highly effective Professional Learning Community. It is designed to work in conjunction with TEP's <i>Focusing on Results PLC Seminar</i> . In addition, it is perfect for any school or district that is using data-informed decision making to select and implement instructional strategies or processes as part of its student achievement goals and wishes to become a learner-centered organization.
Key Elements:	<p>Monthly or twice monthly full-staff in-services that focus on developing the collaborative culture and results-oriented approaches that are a central component of all highly effective PLCs and produce increased student achievement for all learners. These workshops are designed around the National Staff Development Council's Professional Development Standards and are meant to be delivered during staff meetings*.</p> <p>*They can be modified to be delivered in other configurations upon request.</p>
In-Services	<p>Because all schools have different needs, TEP recognizes that our clients need choices. Therefore we offer the following selections as part of this 10 in-service package:</p> <ul style="list-style-type: none"> ➤ Exploring the Possibilities: An Overview of What Research Says about Highly Effective Professional Learning Communities ➤ Developing a Learner-Centered School: Aligning Our Mission, Vision, Values, and Goals to Our Learners' Needs ➤ Unlocking the Power of Teams by Building a Collaborative Culture ➤ Communicating Effectively within and across Teams: Moving from Conflict to Consensus ➤ Putting Our Assumptions on the Table ➤ Making Inquiry-Based Data-Driven Decisions ➤ Focusing on Results and Planning for Success: Creating SMART and Effective Action Plans

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	<ul style="list-style-type: none"> ➤ Engaging in Action Research ➤ Creating and Using Common Formative and Summative Assessments ➤ Transforming Summative Assessments into Assessments for Learning ➤ Looking at and Planning for the “What if’s...” What do we do if our students don’t learn? What do we do for our students who already know it? ➤ Reflecting on the Past and Planning for the Future: End of the Year Review ➤ Implementing the Instructional Goal into the Classroom
Onsite Coaching	<p>Two-four days of onsite coaching each month for the PLC teams. (more days available upon request) While it is impossible to list in advance all the things the coaching sessions may cover, here are a few areas that are recommended:</p> <ul style="list-style-type: none"> ➤ Modeling, coaching, classroom observation, and consulting on the selected instructional goals. ➤ Coaching the teams as they put the systems into place to ensure that they are functioning as a highly effective PLC. ➤ Facilitating ongoing inquiry-based data-driven decision making around the goal and utilizing the results to monitor and modify the implementation process. ➤ Facilitating the development and analysis of standards-based common formative and summative assessments that are designed to inform instruction and increase student learning. ➤ Facilitating the development of peer coaching around the goal. <p>For more information on this package or for ways we can modify it to meet your school’s specific needs, please contact us. We are here to help you reach your goals.</p>
Administrative Coaching	<p>Because the principal’s role as instruction leader is essential to the productive formation of a Professional Learning Community, TEP includes two-four days of principal coaching a month*. Our administrative coaches will work with your district and/or building administrators to help them envision what a successful implementation process should look like at both the district and/or building levels and help your administrative team to put the systems in place to make that successful implementation a reality. More days available upon request.</p>

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Extended Offerings	Research shows that it takes at least five years for a system to become institutionalized. Therefore, TEP offers multi-year professional development packages. We feel this is the best possible approach for both of us. Therefore, we provide additional services at no additional cost if you select this option. To learn more about this and other offerings please contact us .
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