

General Math PLC Planning Guide To Fit Data Teams Process

Meeting one:

- Approve schedule/timeline
- Agree on standard and grading practices
- (in between) give PreAssessment

Meeting two:

- Complete 'Step 0' - Preparing
- Grade PreAssessment together – noting strength/weakness/misconception/etc
- Fill in 'Step 2' – Needs Assessment

Meeting three:

- Finish filling in 'Step 2' with team looking at student work
- Enter All PreAssessment data 'Step 1' – can be HW assignment
- Set SMART GOAL – 'Step 3'

Meeting four:

- Complete 'Steps 4 & 5' – Strategies Indicators with team looking at student work
- Begin planning Instructional Strategies to share

Meeting five:

- More work around shared strategies
- Check in on strategies/timeline/implementation
- (in between) give PostAssessment

Meeting six:

- Enter PostAssessment Data – can be HW assignment
- Talk about trends/noticings
- Complete 'Step 6' – Reflection after viewing Visual Results

Meeting seven:

- Wrap up Reflection
- Begin planning next cycle... select common assessment