

## **CBD9 PLT Structure**

### **District PLT, K-6 and 7-12**

Membership: PLT-Ls, coaches, building administrators, district administrators

Frequency: 8-10 hours per year

Chad leads. This is almost exclusively professional development targeting district-wide best practice, state and district initiatives and current events.

### **Levels PLT K-3, 4-7 and HS**

Membership: Building administrators, coach, district administrators

Frequency: Once a month

Building principals collaboratively lead and invite coaches and district administrators as needed. This meeting consists of agenda items that allow for teamwork between buildings and the district office, combined PD and state and district initiative implementation strategizing. This meeting tends to include staffing items which transition the meeting into non-PLT discussions.

### **Building PLT**

Membership: Building administrator, PLT-Ls, coach

Frequency: Once a month

The building principal leads. This meeting consists of agenda items that lead to increased student performance. The principal may be highly reliant on PLT-Ls to initiate discussion items at this meeting. The members should use data to determine school-wide needs and determine which actions should be taken in an effort to increase student performance. Actions may include strategizing to increase best practice, implementation of a reading or math program, monitoring current programs, determination of school-wide PD needs, developing and monitoring the Title I plan and efforts to improve current programs. If district support is needed for implementation, contact coaches or the appropriate district administrator. Often, this conversation may carry over to the Levels PLT in order to develop district-wide coordination. This meeting can easily transition into non-PLT discussions and/or a staff meeting.

## **Grade Level PLT/Department PLT**

Membership: PLT-L, teachers

Frequency: Most Fridays

The PLT-L facilitates. This meeting consists of agenda items that lead to increased student performance through the increased use of best practice, the data process and professional development led by members of the group. This time is set aside for coordinated instructional improvement. Also see the CBD9 curriculum page/PLT <http://bit.ly/13dj5UP>. PLT-Ls may invite others as needed. As needed, grade level PLTs will meet as a district-wide grade level.

This document is to be used as guidance and considered an aim point. There are exceptions to what is outlined above.