

8/23/2016

Friday PLT Time Expectations for Coos Bay School District

It is understood that the hours allocated each PLT Friday will be utilized to meet the needs of our PLT groups to improve student learning.

Except for collaborative grade level or subject meetings which may occur at the district office or at another school site, the PLT time shall be spent on campus.

The time will be divided between PLT school improvement agenda items and actions that directly support decisions made during the PLC meeting.

Example activities that may occur during PLT time:

- ▶ Calibration/ Unwrapping of standards
- ▶ Building a common formative assessment/rubric
- ▶ Calibration/ Group Scoring, Determine Anchor Papers
- ▶ Scheduling TSI (Targeted Standards-based Interventions) - adjusting the actual schedule and student placement
- ▶ Strategizing for TSI- increasing the use of best practices that target the deficiency
- ▶ Curriculum Mapping (also sometimes called *pacing guides* or *scope and sequence*)
- ▶ Analyzing common summative and common formative data
- ▶ Professional development

The purpose of designated PLT time is to separate the nuts and bolts meetings from school improvement functions. PLT time should be dedicated to school improvement.

Specialists are expected to participate in building PLTs. It is understood that this may mean their attendance is periodic in light of the larger number of PLTs and few specialists. A PLT may request the guidance of a specialist during this time if they find that student achievement data shows they need to develop skills with the student population served by the specialist.