

Elk Grove Associate Feedback
School: Charles Mack ES
Associate: David LaRose

Visit 1: 09/22/2016

What was accomplished?

Strong connection and reflection with key leaders on campus. Gained knowledge of strengths, needs and current use of collaboration time. Time with principal in afternoon was positive and productive - aligned our goals with the vision he has shared with staff (he is in year two and is driving greater structure and purpose to their collaboration time). Learned about their schedule that is more tight and deliberate in supporting the work. Learned the focus moving forward must address the why as well as the what. Greater alignment with school learning goals and after school programming than at other sites.

What are the next steps?

Full leadership team at next session - framing common language, self-assess current work, define role of the guiding coalition.

What homework was assigned?

Principal clarify goals - short and long term - that can be supported by this work. Focus on shifting the work with leadership team to "owning" this work - establishing a shared vision.

Visit 2: 11/02/2016

What was accomplished?

Common Language Team self - assessment on 5 Essential Elements (strengths, current focus, sense of urgency)

- Traditional Teams vs. Professional Learning (teams evaluated their current reality)
- Norms vs Promise - what do we have?
- Collaborative Culture Continuum - where are we on our journey
- Goal settings (power of one action step) - based on these tools
- Question 1: Are we clear? Essential standards chart, Mike Mattos clip, etc.

Also explored model of Wednesday meeting time taking place in a common space (in teams)

What are the next steps?

Leadership team members will engage teams in self-assessments/intro common language. Principal will facilitate a shift to allow for collaborative teams to meet in a common space (at least once per month). Many teams will revise norms. Increase the focus on results - collective analysis of the evidence/impact of current interventions

What homework was assigned?

Principal to debrief, follow-up and affirm goals for next visit.

Visit 3: 12/01/2016**What was accomplished?**

We reviewed the leadership perspective of where the team is relative to the essential characteristics of effective collaboration. We discussed the role of the leadership team with regards to PLC clarity (purpose, practice, products) and the various issues the staff is pushing back on and how this must be considered in future work. We clarified the goals of administration relative to moving the team forward with clarity and consistency with grade level collaboration time. The principal shared his plans to reengage the leadership in bringing closure to past perceptions of the work (driven by one teacher) and getting a commitment to press forward with optimism and shared ownership.

What are the next steps?

- 1) Principal will meet with Leadership Team this week
- 2) Leadership Team will develop shared commitments for leading the work of their teams and in generating school-wide clarity for the why and what of effective collaboration
- 3) Principal and Leadership Team will develop goals for future work with coach with an emphasis of meaningful engagement of full team

What homework was assigned?

See above (and principal to communicate with coach regarding the outcome of the leadership team meeting)

Visit 4: 1/12/2017**What was accomplished?**

Meeting with Principal:

- Reviewed recent efforts with staff and leadership team
- Addressed principal goal of integrating their work with equity into the school and LT vision/mission
- Strategized how to generate more "ownership" in their newly crafted mission and vision
- Developed model for next 4 full-staff collaboration meetings
- Addressed the challenge of communication, response to messages, and timeliness of communication (non-response to emails, last minute changes, etc.).
- Developed clarity of my role as a coach and shared additional means of communication moving forward

Leadership Team Objectives

1. Acknowledge and Address First LT Meeting Outcomes
2. Review Work to Date: Purpose: Mission and Vision (Shared Ownership for the Why and What of PLCs)
3. Discuss and Draft Critical PLC Product: Norms (Values)
4. Goals and Next Steps

Team revisited Essential Elements of a PLC and discussed variance of strengths and needs between grade level teams. Team "unpacked" their PLC Foundation and reviewed the language within their new mission and vision (identified key terms, clarified meaning, discussed percentage of staff that truly owned the statements/could articulate and advocate for their statements, etc.). Team discussed the need for meaningful norms and collective commitments in behavioral/belief statements (if we share this commitment for why we exist and who we must become, then how must we behave to ensure our time together addresses our purpose?). The team discussed their goals for the time we will have together with their GL teams and further discussed the need for GL articulation (and a model for monthly, full-staff collaboration).

What are the next steps?

Meetings with grade level teams: common language, shared understanding for the 3 big ideas and 4 essential questions that should provide the framework for school-wide and GL work. Teams will self-assess their current reality relative to the framework and establish goals moving forward.

LT will begin to develop a common vision/goals for their school wide collaboration moving forward; modeling norms, clarity of purpose, common products and K-6 alignment of essential learning.

Draft to be developed for next 4 school-wide PLC meetings.

What homework was assigned?

LT members will communicate goals for future work with coach and their teams.
LT members will develop norms and communicate how their role serves/aligns with their recently developed decision-making matrix.
Principal and coach will draft plan for next 4 full-staff collaboration sessions.

What was accomplished?

Visit 5: 1/25/2017

1. Clarity of Purpose and Practice of a PLC
2. Quick Self- Assessment of Current Reality – 5 Essential Elements of a PLC
2. PLC Defined – Common Language
3. Introduce The 3 Big Ideas of a PLC and the 4 Essential Questions
4. Deeper Review and Discussion of Question 1: What MUST Our Students Learn

What are the next steps?

Continue meeting with grade level teams - building capacity, common language.

Work with admin and LT to develop a vision for monthly, full-staff collaboration meetings.

Critical analysis of current "intervention" model.

What homework was assigned?

GL articulation protocol - aligning essentials and pre-requisites.
Clarify goals and purpose of monthly, full staff Collaboration Meetings.

Visit 6: 2/6/2017

Grade Level Team Goals and Topics:

What was accomplished?

1. Clarity of Purpose and Practice of a PLC
2. Quick Self- Assessment of Current Reality – 5 Essential Elements of a PLC
2. PLC Defined – Common Language
3. Introduce The 3 Big Ideas of a PLC and the 4 Essential Questions
4. Deeper Review and Discussion of Question 1: What MUST Our Students Learn

Objectives with Principal:

1. Process Current Reality (teams, LT)
2. Develop vision and goals for monthly, Full Staff PLC meetings
3. Future Coaching Day Goals – Clarity of Desired Outcome

What are the next steps?

I communicated with the principal immediately after my visit with multiple resources and recommendations to support their full-team PLC meetings in the future. Resources included powerpoint presentations and protocols for a series of topics relative to their current reality. I will forward a copy of the message.

What homework was assigned?

Clearly stated purpose and objectives of the future full staff PLC meetings.
Engaging LT in owning the work with full staff.
GL articulation of essential standards and full team analysis of current interventions.

Visit 7: 3/13/2017

What was accomplished?

1. Clarity of Purpose and Practice of a PLC
2. Quick Self- Assessment of Current Reality – 5 Essential Elements of a PLC
2. PLC Defined – Common Language
3. Introduce The 3 Big Ideas of a PLC and the 4 Essential Questions
4. Deeper Review and Discussion of Question 1: What MUST Our Students Learn
5. Analyze current rosters and identify students not possessing the skills necessary for successful learning at the start of next school year.
6. Create products to drive discussions for vertical articulation.

What are the next steps?

1. Work with school leadership team to review progress, assess current reality and establish school-wide goals for 2017-18.
2. Consider necessary changes/common vision for school-wide PLC "tights"
3. Consider adjustments to current intervention systems - based on evidence/essential standards

What homework was assigned?

1. Teams (school wide) will continue the work of alignment of essential standards across grade level
2. Teams will engage in vertical articulation relative to specific students (if they are predicting 7-10 student in their class will not start next year with the skills necessary to learn, what must we focus on NOW to increase their chances of success).
3. Principal to engage LT in debrief of recent work, Institute attendance of several team members and analysis of current intervention model (recommended resource for LT - Simplifying Response to Intervention)

What was accomplished?

Visit 8: 5/11/2017

Agenda topics included (:

1. Current Reality - discussion of team status, current school-wide work, team needs.
2. Review of Wednesday schoolwide PLC meetings (note from principal stated: "have impacted our school (just as you said in regards to grade level share outs and teams rising to the occasion or showing they are not "really" part of the team"). This was a recommended strategy earlier in the year - to hold their early out days in one central location to align the work, ensure for accountability, highlight teams making progress, deeper common language and commitments).
3. Discussion of one resistant team
4. Assessment plans - reviewed model to align assessment to essential standards.
5. Essential and prerequisite work to date (school wide focus)
6. RTI - discussed vision moving forward for a more intentional, systematic intervention model
7. 2017-2018 PLC 2.0 - Principal discussed goals for next year and shared interest to continue the work (noted that the cost may be prohibitive).

What are the next steps?

Engage teams and leadership team in:

- celebrations (attributed to collaborative team and school-wide focus). Due to their collaborative work, what have they learned, created, adjusted? What evidence have they seen?
- Assess current reality and goal setting aligned with essential elements of a PLC
- Consider model for immediate, targeted support for students previously identified as lacking prerequisite skills for success next year.
- Strengthen current "intervention team" model - more collaborative, systematic, focused on learning

What homework was assigned?

See above.