Status Check Reflection Sheet

Inquiry 2-Adult Learning Culture - 12 May 2023	Are We Making Progress Toward Our Goal? *Yes or No*
100% of Spanish Springs High School departments will develop effective and efficient Professional Learning Communities (PLCs) by end of the 22-23 school year as measured by a new tracking form developed by leadership.	Yes

Progress *What does our progress monitoring data reveal about our progress toward our goal?*	
Our progress monitoring reveals: • Our PLC Monitoring Tool is a reliable data collection tool if teachers complete it with fidelity. • Many, but not all, departments are conducting meaningful PLCs. Targeted guidance is needed after further monitoring. • We need more frequent PLCs to more efficiently gather data on areas of growth. • Our Admin Team needs to prioritize data review and professional development planning/implementation.	

Lessons Learned *What are we learning as we implement our improvement strategies? What challenges with implementation and gaps in performance are we noticing?*	Are Our Strategies On Track? *On Track, At-Risk, Needs Immediate Attention*
Improvement Strategy 1: Measuring Tool: Admin. Team and Department Leaders implemented an MS Form tracking PLC progress on collaboration, time management and the PLC process (Four PLC questions, Common Assessments, student data review and instructional changes based on data). We need to elicit teacher feedback to improve monitoring tool.	On Track
Improvement Strategy 2: Continue collecting and analyzing teacher feedback on the PLC process and additional support needed.	At-Risk
Improvement Strategy 3: Admin team will continue attending PLCs and taking observational notes (focusing on collaboration, time management and the PLC process) intended to improve teacher capacity and the PLC process.	On Track

This template was last updated on December 13, 2022.

Improvement Strategy 4: Engage in PLC discussions around the implementation of stated foci—collaboration, time management and the PLC process—and, based on those discussions, identify need for additional professional development opportunities around academic discourse.	On Track
Improvement Strategy 5: Identify a timeline and schedule on professional development days and topics such as: Common Assessment alignment, data dives into student work, data analysis driving subsequent instruction and Time Management.	At-Risk
Improvement Strategy 6: Debrief with Department Leads on PLC progress toward meeting the goals.	On Track
Improvement Strategy 7: Identify teachers who can provide micro-professional development in building teacher capacity.	At-Risk
Improvement Strategy 8: Admin team will train department leaders on what effective and efficient PLCs look like. The department leaders will facilitate and guide the PLC process.	At-Risk

Next Steps
What specific actions do we need to take to address the challenges and performance gaps we've identified? By when? By whom?

Improvement Strategy 1: Continue eliciting teacher feedback to improve the PLC accountability tool. (On-going)

Improvement Strategy 2: Admin. Team will review data at least twice per month. (On-going)

Improvement Strategy 3: Admin. Team will discuss PLC notetaking system and share data observed. (On-going)

Improvement Strategy 4: Create a recurring agenda item for our Admin. Team meetings to discuss and plan PD and timeline. (By end of SY22-23)

Improvement Strategy 5: Admin. Team will meet to prioritize targeted professional development to improve PLC process. (On-going)

Improvement Strategy 6: No changes needed.

Improvement Strategy 7: Our Admin. Team will discuss with department leaders about identifying teacher-leaders who can teach their peers in our weekly meetings. (On-going)

Improvement Strategy 8: Our Admin. Team will discuss PLC professional development in weekly meetings to determine growth areas for implementing PD. (By end of SY22-23)

Needs

What do we need to be successful in taking action?

Improvement Strategy 1: None at this time.

Improvement Strategy 2: Time during Admin. meetings to review data.

Improvement Strategy 3: None at this time.

Improvement Strategy 4: None at this time.

Improvement Strategy 5: Time during Admin. meetings to plan appropriate professional development.

Improvement Strategy 6: None at this time.

Improvement Strategy 7: Time for principal and curriculum assistant principal to discuss with department leaders about identifying teacher-leaders who can teach their peers.

Improvement Strategy 8: Time for Admin. Team to meet regularly and to discuss PLC professional development.