

Planning for Professional Learning Community

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	What do we need to do to have this condition in place?	How will we do it?	When?	Who is responsible?	What will success look like?
Vision –shared across district/school or team?					
Team Members — who should be at the table for this PLC?					
Place —where will we meet that is free from distraction?					
Time —when will we meet?					
Norms –do we have them? Are we using them? Do they work?					
Goals —based on data that indicates a need for improved instructional practice.					
Communication — how will we share what we are learning and doing?					

Facilitation —what is our plan for growing our team’s expertise in using protocols and facilitating meetings?					
Data —what data do we need to help us assess our progress?					
Assessment —how will we know we are growing as a PLC?					
Coaching —what is the best use of our coaching “time”? When?					
PLC Institutes — What can we identify as tools for our first steps?					