

	<h1 style="text-align: center;">Holmes Middle School</h1> <h2 style="text-align: center;">PLC Data Analysis Protocol</h2>
<p>PURPOSE:</p>	<p>When a school or district functions as a PLC, educators within the organization embrace high levels of learning for all students as both the reason the organization exists and the fundamental responsibility of those who work within it.</p> <p><i>Richard DuFour, Rebecca DuFour, Robert Eaker, Thomas W. Many, and Mike Mattos</i></p>
<p>DEFINITION:</p>	<p><b>Professional learning community (PLC)</b> An ongoing process in which educators work collaboratively in recurring cycles of collective inquiry and action research to achieve better results for the students they serve. Professional learning communities operate under the assumption that the key to improved learning for students is continuous job-embedded learning for educators</p> <p>DuFour, R., DuFour, R., Eaker, R., &amp; Many, T. (2006). <i>Learning by Doing: A Handbook for Professional Learning Communities at Work™</i>, pp. 2–4.</p>
<p>PROCESS:</p>	<p><b><u>Before the PLC Meeting</u></b></p> <p>Each teacher individually completes within the <a href="#">PLC Data Analysis Tool</a>:</p> <ol style="list-style-type: none"> <li><b><u>Section 1:</u></b> Their own data table to record the percentage of students at Mastery on the Common Unit/Formative Assessment (CFA) for each class period. This data should be taken from MasteryConnect.</li> </ol> <p><b>Percentage of Student Mastery = Percentage of individual students scoring 80% or better for the specific standard Ex: 12/24 students =50%</b></p> <ol style="list-style-type: none"> <li><b><u>Section 2:</u></b> The Name and Claim section by listing the names of each student who scored Below Mastery for each class period (“Near Mastery” and “Remediation” groups from MasteryConnect)</li> <li><b><u>Section 3:</u></b> Before PLC Questions</li> </ol> <p><b><u>During the PLC Meeting</u></b></p> <ol style="list-style-type: none"> <li>Revisit PLC Norms</li> <li>Complete Section 4 of the Data Analysis Tool</li> <li>ALL members of the PLC look at the data tables for all teachers to discuss:       <ol style="list-style-type: none"> <li>Instructional strategies (specific engagement strategies or activities) used by teachers who had 80% or higher Mastery in one or more class periods. These are strategies to consider for recovery lessons.</li> <li>Trends in the data that should be addressed For example: discrepancies in demographic groups (gender, race, ethnicity, socioeconomic status)</li> <li>Plan for re-assessing students that did not achieve mastery</li> </ol> </li> <li>All members of the PLC collaboratively determine what specific recovery and enrichment strategies will be used to address the performance of students scoring</li> </ol>

- at/above/below Mastery (using groups from MasteryConnect. These strategies should NOT be re-teaching the same lessons used prior to the CFA.
- Consider how small groups may be devised and implemented.
  - Consider what resources you have to help support students who didn't reach mastery.
  - Consider how to enrich the learning of students scoring at/above mastery in a meaningful way.

### **After the PLC Meeting**

- Each teacher employs the recovery strategies / provides recovery instruction for students Below Mastery.
- Each teacher employs the enrichment instruction for students who achieved Mastery
- Each teacher re-assesses Below Mastery students AFTER the recovery instruction
- Teachers will need to test students who have not yet taken the unit assessment no more than one week after the unit Data Analysis.
- Teachers must grade make-up tests no more than one week after the student completes the make-up test.

### **MONITORING:**

Data template completed and available to all PLC members, administrators and coaches in Google Drive.

Administrator(s) and coach(es) attend PLCs to support and monitor fidelity to the process.

- **Language Arts** - Chelsea Fischer
- **Math** - Shannon Bosley
- **Science** - Shannon Bosley
- **Social Studies** - Brittney Riffle

### **PLC Dates:**

<b>ELA</b>	<b>Social Studies</b>	<b>Science</b>	<b>Math</b>
<b>6th Grade-</b> Thursdays 5th period (12:35-1:20) <b>7th grade-</b> Tuesdays 5th period (12:35-1:20) <b>8th grade-</b> Wednesdays 5th period (12:10-12:50)  <b>Admin:</b> Mr. Turner	<b>6th Grade-</b> Wednesdays 1st period <b>7th grade-</b> Tuesdays 1st period <b>8th grade-</b> Mondays 1st period  <b>Admin:</b> Mr. Currin	<b>6th Grade-</b> Tues & Fri 2nd period  <b>7th grade-</b> Mon & Thurs 2nd period  <b>8th grade-</b> Wednesdays 2nd period  <b>Admin:</b> Mr. Carr	<b>6th Grade-</b> Thursdays 6th period  <b>7th grade-</b> Tuesdays 6th period  <b>8th grade-</b> Mondays 6th period  <b>Admin:</b> Mr. Dusso

	Administrator/coach will report to Holmes Administrative Team in weekly meetings. Reports will include celebrations of progress and any additional support or coaching needed by specific teams. This is a standing agenda item and reports will be reflected in each Administrative Team meeting notes/minutes.
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