

Activity #3

Working Smarter Not Harder Activity – Guiding Questions

1. Think about your meetings:

- Which of the above meetings are focused on improving Tier I? Which are focused on Tiers II and III? Is there flexibility?
- Does everyone share a common understanding for the fundamental goal of the meeting group?
- Do any of the meetings overlap? Can they be combined?
- Do all of the meetings have a set time/place?
- Are roles defined for each of the meetings? Ex: Time Keeper, Facilitator, Note Taker
- Are meeting notes shared with Admin and other key stakeholders?
- How would you rate/describe the effectiveness of each meeting?

2. Think about who attends meetings:

- Are all key stakeholders involved?
- Is each member accountable for attending?

3. Think about Facilitators:

- Have the facilitators been trained in facilitation skills?
- Do facilitators have support?

4. Think about the Current Format for your Meetings:

- Where does Tier I Problem ID occur? (Ex: 75% of our students are at benchmark for Compare and Contrast, and our Goal is for 100% of our students to meet benchmark) **Where could it occur?**
- Where does Tier I Problem Analysis occur? (Ex: 100% of our students are not at benchmark because of inconsistent instructional routines across classrooms) **Where could it occur?**
- Where do decisions about Tier I instructional changes occur? (Ex: PD on Instructional Routines, Coaching Support, Increased Consistency for Instructional Routines) **Where could it occur?**
- Where does Strategic Planning Occur? **Where could it occur?**
 - Are there opportunities for teachers to engage in curriculum mapping, pacing, and planning for a Unit of instruction?

5. Think about your data sources:

- What data sources are collected for ***all*** students?

GL	Current Common Assessments	Planned Common Assessments
K	FAIR (3x per year)	Core K-12 (3x per year)
1		
2		
3		
4		
5		

- What data sources are you collecting about teaching practices? (Ex. Walkthroughs)
- What data sources are we currently using to Problem-Solve at Tier I?
- Are there data sources that are already collected that we could utilize to Problem-Solve at Tier I?