



The Teacher Team Meeting

What teachers can do with and for their peers . . .

Agenda Framing

Meeting Opening / Community Builder

Begin with a Social Emotional Learning Exercise.

There are many easy-to-modify activities that teachers can use as adults that can later be adapted for students.

For example, a simple PowerPoint slide or Padlet or Near Pod display with feeling states followed by a question: Which one of these emotions best describes how you are feeling now? Why? If your feeling state is not listed, please add it to the list.

Share good news!

(*) ***Why do this?*** Self-care is especially important during this time as teachers live *AND* work from home while managing their own families and on-line learning for their children. Social emotional sensibility is something that we develop in our students as it matures within adults.

Discuss, Agree Upon and Periodically Review the NEW “Instructional Vision”

Identify instructional non-negotiables.

What do we want it to look like?

What do we want it to sound like?

What do we want it to feel like?

What will the teacher do?

What will the students do?

Check-in periodically on how well your team is maintaining the instructional vision.

(*) ***Why do this?*** Some teachers have done this to preserve the best of in-person instruction as they migrated to virtual environments. Some teachers have “strategically abandoned” rituals and routines that no longer “make sense” in a virtual environment. Some teachers working on specific mathematics or ELA strategies have found it possible to carry them forward into a virtual environment.

Engage in Cohort Learning

Simulate a lesson or part of a lesson that you will soon introduce to students.

Experience it as the learner to refine your facilitation.

Anticipate who might struggle and why.

Anticipate how you might respond to the struggle.

Think about and plan for the ways that student and adult response opportunities may differ depending upon the *Return-to-School* Learning Models in effect.

Share pictures, video, or artifacts of your attempts to implement something that you are learning to do, something that you are learning to do more effectively or something that you are finding a challenge.

Ask your peers for advice, guidance, and support.

Other team time routines may include:

- Facilitating Technology Mini-Lessons
- Evaluating technology platforms for use with students using a set of quality criteria (For example, utility and age appropriateness. Does this technology do what we want it to as simply as possible for the end-user?)
- Engaging in Instructional Planning (Lesson, Unit)
- Vertical planning with the grade or course after or preceding your own.
- Selecting or Creating Instructional Materials
- Focusing upon the implementation of a particular instructional practice(s).
- Reviewing Student Work Products
- Revising Administering and Evaluating Assessments
- Creating and Maintaining a Classroom Environment for Learning
- Interacting with Students Throughout the Learning Process
- Communicating Effectively with Families and Care-Providers
- Peer Observation
Invite a peer to observe your work -OR- record a lesson to share with a “trusted other” to review together.
Recognize, reinforce and celebrate occasions when key elements of the vision are observed.
Discuss ways that the elements of the vision that are less often visible can be strengthened.

(*) Why do this? Schools are places where both children *AND* adults learn.

Agreements

What do we need to do next?

What are we ready to try with support?

Assign responsibility

(*) Why do this? Team commitments unify effort around priorities and lead to sustainable change.

Closing

End with something that is optimistic, forward thinking and positive.

Read a poem or share an inspiring quote attributed to someone you admire.

Share something that you learned or a new insight that you gained.

Express appreciation to someone in the group for adding to your understanding (acting as a “learning resource”) during the meeting. Describe your experience.

(*)Why do this? Everyone wants to feel a sense of belonging and membership in groups that support their interests and achieve great things. Remind team members that they are each unique and valued contributors to team learning. Recognize and celebrate individuals within the team. Recognize and celebrate the team as a unit.

In Service to the School

Extend “Making Practice Public” and Cohort Learning Routines and activities during full faculty and staff meetings as a way to learn and grow school-wide.

(*) Why do this? All teachers need excellent examples of what it means to collaborate. Share your experience. Support your peers.