Figure E.1

Tool For Assessing Your Actions and Setting Team Priorities

Assessing Your High-Leverage Team Actions

ten high-leverage team actions.
Before the Unit (Step 1 of the Cycle)
HLTA 1. We agree on the expectations and intent of the common essential learning standards and Mathematical Practices for the unit. Rating: Reason:
HLTA 2. We identify and discuss student use of higher-level-cognitive-demand mathematical tasks as part of the instruction during the unit. Rating: Reason:
HLTA 3. We develop high-quality common assessment instruments for the unit. Rating: Reason:
HLTA 4. We develop accurate scoring rubrics and proficiency expectations for the common assessment instruments. Rating: Reason:
HLTA 5. We plan and use common homework assignments. Rating: Reason:
During the Unit (Steps 2 and 3 of the Cycle)
HLTA 6. We develop student proficiency in each Mathematical Practice through in-class, higher-level-cognitive-demand mathematical tasks. Rating: Reason:
HLTA 7. We use in-class formative assessment processes effectively. Rating: Reason:

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HLTA 8. We use a lesson-design process for lesson planning and collective team inquiry. Rating: Reason:
After the Unit (Steps 4 and 5 of the Cycle)
HLTA 9. We ensure evidence-based student goal setting and action for the next unit of study. Rating: Reason:
HLTA 10. We ensure evidence-based adult goal setting and action for the next unit of study. Rating: Reason:
Setting Your Collaborative Team Monitoring Priorities
Directions: Review your ratings for the ten high-leverage team actions under the three categories of essential PLC team commitments.
For each category, list your top two or three specific areas for improvement. Based on your knowledge of the team, what should be your focus for adult growth and improvement and knowledge capacity building? Be specific and use your ratings to inform your choices. Also examine your current progress on team-level SMART goals.
1. PLC Teacher Team Agreements for Teaching and Learning Before the Unit Begins
2. PLC Teacher Team Agreements for Teaching and Learning During the Unit
3. PLC Teacher Team Agreements for Teaching and Learning After the Unit Ends
4. PLC Teacher Team Agreements for SMART Goals
What data targets beckon for improved student achievement in each course or grade level for next year? Consider local (unit by unit), state (CCSS mathematics or otherwise), and national data-improvement targets.