Sample Collaborative Learning Cycle Plan

Another duty of the IC is to work with teachers to tailor a week-by-week schedule to ensure that by the end of the CLC, the outlined goals for teacher practice and student achievement have been reached, if not exceeded. The general week-by-week structure of a CLC is as follows:

**Pre-cycle: Formative classroom visit and coaching plan**

* Coach will complete a formative classroom visit
* Coach and teacher will meet to collaboratively review student work and learning cycle focus in order to determine appropriate instructional practices and craft the coaching plan

**Week 1: Enrollment meeting of cohort group**

* Coach will facilitate an overview of the CLC, including the purpose, components, and schedule
* Coach will provide classroom support in each cohort member’s classroom and debrief
* Cohort will review goals for the CLC based on the PD Day topic

**Week 2: Deepening content knowledge and goal-setting**

* Coach will facilitate a follow up discussion to the PD Day during which cohort teachers will read and discuss an article (or other tool) to deepen their knowledge of the PD Day topic
* Coach will provide classroom support in each cohort member’s classroom and debrief

**Week 3: Collective reflection and facilitated planning**

* Teachers will have an opportunity to reflect on changes in practice and discuss challenges in implementation
* Coach will provide any necessary additional instruction
* Coach will facilitate a planning session aligned to the cohort’s goals
* Coach will provide a classroom support in each cohort member’s classroom and debrief

**Week 4: Student learning analysis**

* Coach will facilitate a session in which teachers analyze student work that is aligned to the cohort’s goals
* Coach will provide classroom support in each cohort member’s classroom and debrief

**Week 5: Collective reflection and facilitated planning**

* Teachers will have an opportunity to reflect on changes in practice and discuss challenges in implementation
* Coach will provide any necessary additional instruction
* Coach will facilitate a planning session aligned to the cohort’s goals
* Coach will provide classroom support in each cohort member’s classroom and debrief

**Week 6: Teacher leadership and final reflection**

* Teachers will share an artifact, prepare a brief presentation, model a strategy, facilitate a reflective discussion, or in some other way take responsibility for the session
* Coach will share trends regarding the cohort’s growth and changes in classroom practice
* Teachers and coach will reflect on the CLC experience, as well as develop a plan for continued learning
* Teachers will provide formal feedback on the effectiveness of the CLC