



Screven County Schools
PLC Checklist
Revised November 2021

School: _____
Grade: _____
Content Area : _____
Date: _____ Time: _____

	Observed	Comments
1. Were the norms referred to?		
2. Were the norms adhered to?		
3. Does the PLC have a long term SMART goal?		
4. Were there goals/agenda items for the meeting?		
5. Was pre-work assigned?		
6. Was pre-work completed by all members?		
7. Was a product produced, a decision made, or an activity completed?		
8. Were pre-work and agenda items for the next meeting discussed?		
9. Was the PLC meeting focused on curriculum, instruction, and/or assessment?		

What was the primary purpose of the PLC meeting?

- ☐ Deconstructing Standards
- ☐ Sharing Instructional Strategies
- ☐ Creating/Reviewing an Assessment
- ☐ Data Analysis
- ☐ Planning Remediation
- ☐ Planning Enrichment
- ☐ Creating Learning Targets and/or Success Criteria
- ☐ Other _____

Which of the PLC questions were addressed?

- ☐ What do we expect students to learn?
- ☐ How will we know if they have learned it?
- ☐ How will we respond when students have not learned?
- ☐ How will we respond when students do learn?
- ☐ None of the four questions were addressed

PLC Rubric

	Developing	Proficient	Distinguished	Comments
Norms				
Long Term Goal				
Creating Assessments				
Sharing & Selecting Instructional Strategies				
Analyzing Data				
Planning Remediation				
Planning Enrichment				
Collaboration				
Mechanics & Productivity				

Feedback for the PLC

Strengths:

Areas for Growth:
