Sample CoP Agenda

Community Agreements:

1. **Check-in**

2. **Review Community Agreements & Assign Meeting Roles**

3. **Quick Updates**

4. **Identify Main Focus** (check below) [insert common protocols that are being used]
   - ☐ Learning From Student Work (protocol)
   - ☐ Data Analysis (protocol)
   - ☐ Tuning a Plan/Lesson (protocol)
   - ☐ Focal Student Inquiry (protocol)
   - ☐ Examine/Create an Assessment (protocol)
   - ☐ Dilemma Consultancy (protocol)
   - ☐ Coordinating or Debriefing Peer Observations

5. **Protocol/Engage Work**

6. **Debrief and Closing Reflections**

   - Debrief protocol
   - Surface key learnings and implications from today's work
   - Process-observation (on our collaboration)
   - Potential focus of next meeting

4 Guiding Questions for CoP Work

1) What do we want students to learn? What should each student know and be able to do as a result of each unit, grade level, and/or course? *(Related **CoP** work: agreeing on priority standards to teach and mapping out units to teach them; giving and getting feedback on lesson or unit plans)*

2) How will we know if they have learned? *(Related **CoP** work: Developing and giving feedback on common formative and summative assessments; analyzing results of assessments together)*

3) What will we do if they don't learn? *(Related **CoP** work: Developing and giving feedback on plans for re-teaching and other types of intervention to ensure every student learns essential standards)*

4) What will we do if they already know it? *(Related **CoP** work: Supporting plans for extension activities and supports to students who have mastered essential standards)*