



ND PCBL Steering Committee: Working Agenda

Better Together: Supporting & Sustaining Transformation Through Cohort Collaboration

June 23 2022 9:00 am – 10:00 am ET			
Time	Session	Actions	Collaboration Tools
9:00 - 9:05	Setting the Stage	-Welcome -Objectives	Slides
9:05 - 9:30	2022-23 Steering Committee Structure	-Tiered Roles -Job Descriptions -Stipends -Application Process	Co-Lead Job Description Facilitator Job Description Thought Leader Job Description Draft Application
9:30 - 9:50	Summer Learning Opportunities	-Topics -Structure & Leads -Messaging	
9:50 - 10:00	Wrap Up	-Next Steps -Next Meeting: August (TBD)	

May 26, 2022 9:00 am – 10:00 am ET			
Time	Session	Actions	Collaboration Tools
9:00 - 9:05	Setting the Stage	-Welcome	Slides

		-Objectives	
9:05 - 9:10	2022-23 Schedule	-Convening Dates	
9:10 - 9:50	2022-23 Steering Committee Structure	-Tiered Roles -Job Descriptions -Application Process -Stipends	Tiered System Document
9:50 - 10:00	Wrap Up	-Year 4 Debrief & Planning -Next Meeting: June 23 (June 9 canceled)	

May 12, 2022 9:00 am – 10:00 am ET			
Time	Session	Actions	Collaboration Tools
9:00 - 9:05	Setting the Stage	-Welcome -Objectives	Slides
9:05 - 9:20	Reflection	-May Convening -2021-22 Goals	Survey Feedback Plus Delta Padlet
9:20 - 9:40	Cohort Learning Opportunities	-PD Corner Ideas (from Convening) -Summer Opportunities -Onboarding	
9:40 - 9:55	2022-23 Steering Committee Structure	-Tiered Roles -Job Descriptions -Stipends	
9:55 - 10:00	Wrap Up	-Next Meeting: May 26	

April 12, 2022

9:00 am – 10:00 am ET			
Time	Session	Actions	Collaboration Tools
9:00 - 9:05	Setting the Stage	-Welcome -Objectives	Slides
9:05 - 9:20	Day 2 Agenda	-Feedback/Suggestions -Consensus	Draft Agenda
9:20 - 9:55	Session Planning	-Identify Outcomes, Protocols -Select Roles (Slide Development, Facilitation, etc.)	Draft Agenda
9:55 - 10:00	Wrap Up	-Next Steps -Next Meeting: April 28	

March 31, 2022 8:00 am – 9:00 am CT (3:30-4:00 pm makeup)			
Time	Session	Actions	Collaboration Tools
8:00 - 8:05	Setting the Stage	-Welcome -Objectives	Slides
8:05 - 8:40	2021-22 Cohort Goals	-Reflection -Evidence of Progress -Implications for May	Padlet Implications Note Catcher
8:40 - 8:55	May Convening	-Day 2 - Basic Agenda	Draft Agenda
8:55 - 9:00	Wrap Up	-Next Steps -Next Meeting: April 14	

March 16, 2022 8:00 am – 9:00 am CT (3:30-4:00 pm makeup)			
Time	Session	Actions	Collaboration Tools
8:00 - 8:10	Setting the Stage	-Welcome -Objectives -Shared Definition	Slides
8:10 - 8:30	March Convening Debrief	-Site Visit -Choice Sessions (Momentum/Progress) -Learning Cycle	Site Visit Feedback Convening Feedback Debrief Notes
8:30 - 8:45	2021-22 Cohort Goals	-Evidence of Progress	Padlet
8:45 - 9:00	Wrap Up	-Next Steps -Forecasting for 2022-23 -Next Meeting: March 31	

March 3, 2022 8:00 am – 9:00 am CT (3:30-4:00 pm makeup)			
Time	Session	Actions	Collaboration Tools
8:00 - 8:10	Setting the Stage	-Welcome -Objectives	Slides
8:10 - 8:45	PCBL Choice Sessions	-Structure & Format of Data Sessions -Deliverables -Small Goals	Session Descriptions Data Workspace
8:45 - 8:55	PCBL Shared Definition	-Strategy for Editing & Finalizing	Shared Definition Doc

8:55 - 9:00	Wrap Up	-Next Steps -Next Meeting: March 17	
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February 17th, 2022 8:00 am – 9:00 am CT (3:30-4:00 pm makeup)			
Time	Session	Actions	Collaboration Tools
8:00 - 8:10	Setting the Stage	-Welcome -Objectives	Slides
8:10- 8:55	PCBL Choice Sessions	-Structure & Format of Session options -Deliverables -Small Goals	Session Descriptions PCBL Workspaces
8:55-9:00	Wrap Up	-Next Steps -Next Meeting: March 3	

February 3rd, 2022 8:00 am – 9:00 am CT (3:30-4:00 pm makeup)			
Time	Session	Actions	Collaboration Tools
8:00 - 8:10	Setting the Stage	-Welcome -March Reschedule -Objectives	Slides
8:10 - 8:30	Framework Vision & PCBL Shared Definition	-Context -Feedback & Revisions	PCBL Framework Examples Shared Definition Doc
8:30- 8:55	Choice Sessions	-Connections between PCBL, Data & Site Visits	Session Descriptions PCBL Workspaces

			Connections Doc
8:50-9:00	Wrap Up	-Next Steps -Next Meeting: Feb. 17th	

January 19th, 2022 8:00 am – 9:00 am CT (3:30-4:00 pm makeup)			
Time	Session	Actions	Collaboration Tools
8:00 - 8:10	Setting the Stage	-Welcome -Objectives	Slides
8:10 - 8:15	Day 2: Agenda	-Finalizing Times & Sessions	Draft Agenda
8:15- 8:50	February Convening Planning	-Learning Cycle ● Outcomes & Protocols -Choice Sessions ● Outcomes & Protocols ● Progress in December ● How to provide context and move forward? How to help with connections & purpose?	Dec. Convening Materials Folder Planning Doc
8:50-9:00	Wrap Up	-Next Steps -Next Meeting: Feb. 3rd (post-convening)	

January 6th, 2022 8:00 am – 9:00 am CT (3:30-4:00 pm makeup)			
Time	Session	Actions	Collaboration Tools
8:00 - 8:10	Setting the Stage	-Welcome -Objectives	Slides

8:10 - 8:30	December Convening Reflection	-Analyzing Data -Pieces to Keep -Areas of Growth	Survey Data Convening Reflection
8:30- 8:55	February Convening Planning	-Convening Format -Status of Learning Cycle & Choice Sessions work -Next Steps with Learning Cycle & Choice Sessions	Dec. Convening Materials Folder Draft Agenda
8:55-9:00	Wrap Up	-Next Steps -Next Meeting: Jan. 20th	

November 30th, 2021 10:00 am – 11:00 am CT (3:30-4:00 pm makeup)			
Time	Session	Actions	Collaboration Tools
8:00 - 8:10	Setting the Stage	-Welcome -Objectives	Slides
8:10 - 8:50	Day 2: Planning	-Finalized Agenda -Protocols -Roles Identified	Cohort Goals Padlet Note Catcher Draft Agenda
8:50 - 9:00	Sharing	-Next Steps & Supports Needed	

November 22nd, 2021 8:00 am – 9:00 am CT (3:30-4:00 pm makeup)			
Time	Session	Actions	Collaboration Tools
8:00 - 8:10	Setting the Stage	-Welcome -Objectives	Slides

8:10 - 8:45	Day 2: Planning	-Overall Plan -Protocols -Roles Needed	Cohort Goals Padlet Note Catcher Draft Agenda
8:45 - 9:00	Sharing	-AM - PD & Learning -PM - Choice Sessions	

November 15th, 2021 8:00 am – 9:00 am CT (3:30-4:00 pm makeup)			
Time	Session	Actions	Collaboration Tools
8:00 - 8:05	Setting the Stage	-Welcome -Objectives	Slides
8:05 - 8:15	December Convening	-Format/Logistics -Outcomes	Cohort Goals Padlet
8:15 - 8:30	Day 2: Agenda	-Draft -Consensus	Cohort Goals Draft Agenda
8:30-8:55	Day 2: Tasks & Protocols	-Define Session Titles & Descriptions -Identify Actions: Activities, Protocols, etc.	Draft Agenda Materials Folder Padlet
8:55-9:00	Wrap Up	-Next Steps -Roles	

October 28th, 2021 8:00 am – 9:00 am CT (3:30-4:00 pm makeup)			
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Time	Session	Actions	Collaboration Tools
8:00 - 8:05	Setting the Stage	-Welcome -Objectives	Slides
8:05 - 8:20	October Convening Debrief	-Successes -Challenges/Improvements	Site Visit & Convening Feedback Note Catcher
8:20 - 8:45	December Convening	-Outcomes (aligned to goals) -Structure	Cohort Goals Padlet
8:45-8:55	Connections/ Learning Opportunities in Nov.	-Leadership, Educator, Learner Opportunities to learn, share, reflect -Bring cohesion & alignment between October and December Convenings	Whole Group Discussion
8:55-9:00	Wrap Up	-Next Steps -Roles	

September 27, 2021 3:30 pm – 4:30 pm CT			
Time	Session	Actions	Collaboration Tools
3:30 - 3:40	Setting the Stage	-Welcome -Objectives	Zoom Slides
3:40 - 3:50	October Convening	-Day 1 Overview -Day 2 Overview	
3:50 - 4:15	Day 2 Kick Off for Year 4	-Generate Ideas -Identify Roles for planning & facilitation	Draft Agenda
3:50 - 4:15	Day 2 Sharing & Commitment	-Generate Ideas -Identify Roles for planning & facilitation	Draft Agenda

4:15 - 4:20	Consensus	-Vote for Kick Off & Sharing	Draft Agenda
4:20 - 4:30	Wrap Up	-Next Steps prior to Convening -Complete Google Form	Google Form

September 17, 2021 3:30 pm – 4:30 pm CT			
Time	Session	Actions	Collaboration Tools
3:30 - 3:40	Setting the Stage	-Welcome -Objectives -Updates & Context	Slides
3:40 - 3:50	Cohort Goals	-React to Graphic -Agree Upon Goals	Graphic Note Catcher
3:50 - 4:10	Cohort Goals	-Align Action Steps -Prioritize Action Steps	Padlet
4:10 - 4:25	Convening Structure	-Agenda -Roles	Agenda Template
4:25 - 4:30	Wrap Up	-Next Steps -Questions	

August 31st 3:30 pm – 4:30 pm CT			
Time	Session	Actions	Collaboration Tools
3:30 - 3:45	Setting the Stage	-Welcome -Objectives -Background & Context	Opening Slides

3:45 - 4:05	Cohort Goals	-Revisit Notes from May Convening -Prioritize 2021-22 Goals	Goals & Action Steps Goal Padlet Note Catcher
4:05 - 4:25	Convening Structure	-Day 1 - Site Visit -Day 2 - Essential Components	
4:25 - 4:30	Wrap Up	-Questions -Next Steps	