

# Professional Learning Community Agenda – Communication Form

Grade Level/Content Area: \_\_\_\_\_ Date: \_\_\_\_\_

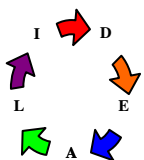
Team Members Signatures:


## Guiding Questions of a PLC:

- *What do we want students to learn and be able to do?*
- *How will we know if students have mastered essential learning?*
- *What will we do for students who have not mastered essential learning?*
- *What will we do for students who have already mastered the content?*

1. Agenda topic(s) for PLC meeting:
2. What will be done as a result of this PLC meeting?
3. Who is responsible to carry out what was agreed upon?
4. What is the timeline?
5. How will we assess the effectiveness of what we did? What will be the evidence or artifact?
6. What are the agenda topics for the next PLC meeting?

Problem-solving  
Model: IDEAL



**Identify Issue/Concern – Define Problem – Explore Solutions – Act on Plan – Look at Results**