 TERM 2 2015

* **Goal 1:** To implement and develop metalanguage for writing.
* **Goal 2:** To provide verbal and written feedback to students on their writing. (Clear quality criteria and writing goals

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| Term Goals | Week | Action | Who | How | Data Collection |
| **SMARTE Goal 1:** To implement and develop metalanguage for writing. **SMARTE Goal 2:** To provide verbal and written feedback to students on their writing.  | 1 |  |  |  |  |
| 2 | * Create and distribute staff survey on perceptions and attitudes to writing instruction.
* Update Evernote Collobarative Space – ask teachers to read docments on ‘The Writing Process’ for Week Three meeting.
* Collate teacher data on Coaching survey from Term 1
 | Coachees and Coachess  | Survey Monkey | LNCA Staff Survey <https://www.surveymonkey.com/r/D72BT7D> |
| 3 | * Coaches to continue to implement Writer’s Workshop in the classroom – providing authentic opportunities for writer’s in readiness to share experiences with coachees.
* **LNCA Meeting. FOCUS – Writer’s Worksop, Writing Process and goal setting.**
* Intrdouce teachers to the Writing Workshop/Process and our Term Two goal which is to provide verbal and written feedback to students on their writing, to keep in mind our big goal to improve student interest in Writing. How will we do this?
* Share 6 Traits menu and goal setting (share research on the importance of goal setting).
* Teachers to complete exit passes with goals to work on in next two weeks.
* Ask teachers to complete Writing Module #2 before our Week Five Meeting.
* Coaches to ensure Module 2 is completed.
 | Coaches and Coachess  | Breakfast meeting- provide breakfast and coffee.  | Coaches to assess what stage of the gradual release of responsibnlity coachees are at and what level of support they need.  |
| 4 | * **Writing Workshop ISQ (Friday)**
* Arrange coaching meetings with teachers to discuss their journey.

**Follow the plan Goal – Realisation – Action – Plan** DISCUSS* Use of Writing Process/Writer’s Workshop and goal setting.
* Reflections on Writing modules.
* Implementation of Exit Pass goals.
* Organise co-teaching sessions or class visit to provide feedback to teachers.
* Coaches to collect Writing Samples – Low, Medium and High from LNCA teachers and assess these against Writing Rubric currently used in Year 4-6.
* Meet with Leader.
 | Coaches and Coachees Supply Teachers Meet with Leader  | One-on-One meetings.  | Update Collaborative Notebooks on teachers meetings.  |
| 5 | * **LNCA Meeting: FOCUS How can we provide valuable feedback to our students during Sharing/Conferencing?**
* Alex to share – something working well in Y1.
* Analyse current Writing Frameworks/Matrix and decide on what will be used/trialled.
* Share a summary of new writing modules 2 and 3
* Share Assessment FOR learning models for teachers to read before Week 7 meeting.
* Coaches to visit classes to co-teach/provide feedback.
 |  | Coaches and Coachess  | Breakfast meeting- provide breakfast and coffee.  |
| 6 | * Coach and Coachee reflective meetings to take place – reflect on workplan and goals.
* Coach to record conversation and plan next steps.
 | Coaches and Coachees  | One-on-One meetings. | Update Collaborative Notebooks on teachers meetings. |
| 7 | * **LNCA Meeting: Analysing student work.**
* Fleur to share something working well in Year 4
* Reflections on Module 3.
* Reflections and updates on our T2 work
 |  | Coaches and Coachess  | Breakfast meeting- provide breakfast and coffee.  |
| 8 | Reporting – Teachers given time to report this week. Coaches to review Term Two plan and consider direction for Term Three  |  |  |  |
| 9 | LNCA Meeting: TBA |  |  |  |