

Teacher Focus Group on Planning Support

This resource provides sample questions for a teacher focus group to understand current supports for planning.

Questions for teacher focus group

Current planning supports	<ul style="list-style-type: none"> • Describe your current participation in group common planning support (i.e. grade-band meetings, content group meetings, etc.). • What does a typical common planning meeting look like and sound like? • What is the current common planning structure? • Who meets? When and how often do you meet? • What are the norms for your common planning time? • What are the roles of the members of your common planning team?
Teacher satisfaction with planning supports	<ul style="list-style-type: none"> • What is effective within your common planning time? Why? • What is not effective in within your common planning time? Why? • What would you like more of?
Lesson Preparation Structures	<ul style="list-style-type: none"> • What role does lesson preparation play within your common planning time? • How do you prepare for lessons within your common planning time? • What is the process for understanding and planning at the unit level? • What is the process for understanding and planning at the lesson level? • Where do you need help in lesson preparation?
Use of Student Work	<ul style="list-style-type: none"> • How do you use student work within your common planning time? How often do you use it? • Do you use specific protocols or tools to look at student work? What are those? • How do you determine what student work to analyze within your common planning time?
Assessment Data	<ul style="list-style-type: none"> • What role does student assessment play within your common planning time? How do you use it and how often? • What processes or protocols do you use to look at assessment data? • What assessment data do you use?