

**PACE MEETING FOR (CONTENT AREA) / UNIT (#S)**

**CLARIFY A FOCUSED AND SHARED VISION OF SUCCESS**

**WHAT IS IT WE EXPECT OUR STUDENTS TO LEARN?**

**BIG PICTURE--Unit Overview / Concepts / Key Understandings / Guiding Questions / Concept Objective:  
Discuss "What must our students know and be able to do as a result of this unit we are about to teach?"**

*P1 READINESS STANDARDS have been Prioritized, Sequenced, Paced and Vertically Articulated.*

<b>Essential High Leverage Learning Targets (EHLT) Identified Below</b>	<b>Readiness SEs with Supporting SEs: Discuss</b> <ul style="list-style-type: none"> <li>• What are the key elements of each student expectation (SE)?</li> <li>• Are there any SEs that partner with this standard (supporting or process)?</li> <li>• What does last year's data tell us about each SE?</li> <li>• Which Supporting Standards scaffold or lead to the readiness (supporting and process)?</li> <li>• What process skill(s) are necessary for the student to be able to master the standard?</li> </ul>				
<b>Selected EHLT</b>	<b>DATA EHLT</b>	<b>TEKS</b>	<b>Verb</b>	<b>Content</b>	<b>Specificity Focus</b>

For each identified **ESSENTIAL HIGH LEVERAGE LEARNING TARGET** complete the following **bundle**:

HLLT (SE #)	TSW (verb)	(key focus/content)

*P2 Prioritized READINESS STANDARDS have been **unwrapped**; ESSENTIAL (High Leverage) LEARNING TARGETS have been identified at the **Concept/Skill/Context Level**.*

Identify the Concept (common understanding)	
Identify the Skill (specificity)	
Identify the Context (application/how used)	

*P3 We have identified the **Academic Language, Key Vocabulary and Expected Rigor** for the ESSENTIAL (High Leverage) LEARNING TARGETS.*

Identify the Academic Language	
Identify the Key Vocabulary	
Identify the Expected Rigor	

*P4 We have **Developed and Calibrated COMMON RUBRICS** where needed, **agreeing on the Criteria** we will use in **judging the quality of student work**.*

*P5 We have **Practiced Applying the Criteria** in our efforts to **Develop Anchor Papers and Inter-Rater Reliability**.*

Let's get Common...
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We have identified the **level of rigor**; now let's make sure that we all understand what that looks like, sounds like, and is measured for mastery in a **COMMON** way. Discuss how mastery for this **HLLT** looks (criteria) and become **common** by applying it as a team to student papers to develop inter-rater reliability. Come to a **CONSENSUS** on **Mastery**.

*P9 We have **Brainstormed...Common Misconceptions** in our collaborative discussions...*

Common Misconceptions include:

### HOW WILL WE KNOW WHEN THEY HAVE LEARNED IT?

*P10 We have **Designed a Common Formative Assessment and Set Proficiencies, Protocols, and a SMART Goal**. An example of a **Design Process Protocol** below.*

- Step 1: Decide What to Assess
- Step 2: Decide How to Assess
- Step 3: Develop the Assessment Plan
- Step 4: Determine the Timeline
- Step 5: Write the Assessment
- Step 6: Review the Assessment Before Administration
- Step 7: Set Proficiency Criteria and Decide How to Gather the Data

Determine the **Dates for the Common Assessment** and the **Date** for coming together to **review the data** with the **protocol** that will be used.

Set a **SMART Goal**

Develop a **broad online calendar** that lays out the sequence and number of days for the **ESSENTIAL (High Leverage) LEARNING TARGETS** including the **Common Assessment date** and the **CA Data Review date**.

**UNIT at a GLANCE**

<b>Dates</b>	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<b>Week 1</b>					
<b>Week 2</b>					
<b>Week 3</b>					

**REPEAT THIS PROCESS FOR EACH OF THE IDENTIFIED ESSENTIAL HIGH LEVERAGE LEARNING TARGETS DURING YOUR PACE MEETING DAYS.**