

## LEA Tool 1.2 Empowering stakeholders

<b>Directions</b>	A facilitator may use the steps below to guide stakeholders in the development of a charge statement for professional learning.
<b>Materials required</b>	Chart paper, markers, tape and sticky notes
<b>Time</b>	45–90 minutes

### Charge

To develop an LEA vision statement for professional learning (or Title IIA-supported professional learning) that reflects changes in federal policy, current research findings and Standards for Professional Learning.

### Goals

- Define the role professional learning (particularly that funded by Title IIA) could/should play in achieving district and state strategic priorities informed by data;
- Examine the federal definition of professional development found in ESSA, the Standards for Professional Learning developed by Learning Forward, and recent research on effective professional learning including coaching, collaborative learning structures, instructional materials, curriculum-anchored professional learning, leadership;
- Draft a districtwide vision statement for review and input; and
- Share the draft districtwide vision statement with stakeholders for buy-in and consensus.

### Parameters and expectations

1. The District Vision Statement Work Group meets at the discretion of [insert person's name] (e.g. Superintendent, Assistant Superintendent) and all recommendations are directed back to this person.
2. All work group members hold the best interests of all students within the LEA in the forefront of their work.
3. The work group makes recommendations grounded in evidence and research and considers a focus on selecting and using high-quality instructional materials.
4. All members commit to attending and participating fully in all meetings of the work group; preparing for the meetings including completing background reading, gathering input, or other assignments; and to sharing their efforts on behalf of the work group with fellow members.

### Overall Timeline

The District Vision Statement Work Group will provide a draft statement to [insert person's name] (e.g. Superintendent, Assistant Superintendent) within six weeks of the first meeting of the work group. It is expected that the team will meet for approximately 4 hours.

## Membership

Members of the District Vision Statement Work Group are representatives of key stakeholder groups with a direct interest in educator professional learning to improve student achievement.

## Meetings

Scheduled meetings will be held on the following dates. Additional meetings may be scheduled. Most meetings will be two hours in length.