I. Yearly conversation around norms, beliefs, and principles

Time Frame
This conversation should occur during the workdays before the school year begins.

Items Needed
- The learning principles
- Norms from previous years, if applicable
- Considerations for creating norms

Focus question for this discussion
- What are the norms, beliefs, and principles that will guide our work as a professional learning community?

Facilitative Questions/Statements to Guide Discussion
1. What are the common beliefs we hold regarding our collaborative work?
2. Do we have any sticking points regarding our differing beliefs? If so, how might we overcome these barriers?
3. What are the courtesy norms we should hold?
4. What are the collaborative norms we should hold?
5. What learning principles will guide our discussions of teaching and learning this year?
6. What are our meeting times?
7. Who will fill the needed roles this year? What do these roles entail? (At this point, make sure that each PLC determines who will serve as the PLC facilitator.)

Evidence for this portion of the PLC flow
- Meeting agenda and/or minutes
- A statement of norms