

# **Project Planning Form**

**Organization:** Sample Community School

Grades to be served: K-8

**Project Dates:** April

**Project type:** 5-day Effective Teaching Strategies

**Project focus:** Writing

**Project format(s):** Observations, coaching, modeling, training

#### School needs

Improved writing instruction

Greater implementation of student-centered strategies in all content areas

School-wide writing assessment program

Differentiation in all classrooms in all content areas

Classroom resources to support student-centered learning

## Consultant objectives

Conduct initial and final conferences with site administrator

- Using the Engage Learning Writing CRA<sup>TM</sup>, conduct classroom observations in each classroom during the writing block and determine specific needs
- Hold one individual coaching conference with each teacher to review observations and modeling sessions
- Model one writing mini-lesson per grade level in a classroom of that grade
- Review classroom resource needs with site administrator
- Provide one full day of training to all grade-level teachers on Portfolio Assessment Process and Writing through the Content Areas

#### Goals

- implementation of writing mini-lessons and workshops
- implementation of the Writing Process
- use of flexible grouping strategies
- consistent, school-wide use of Portfolio Assessment
- adequate, appropriate classroom resources to support student-centered writing instruction

## Reflection

The consultant achieved all of her objectives, and met many of the school needs. Teachers and administration show evidence that the process of each of the goals has begun. Follow up on the school-wide use of Portfolio Assessment is needed. See Site Support Summary for further details.