## Literacy Design Collaborative Participant Expectations

The success of LDC in improving student outcomes is directly linked to teacher, principal, and central office commitment to learn and use the framework with support from experts and from their peers.

#### LEA expectations

1. 6-12 teachers must be selected to participate in up to two schools. Teachers should work on the same campus (i.e., middle school and/or high school) to facilitate ongoing collaboration. Preference will be given to schools that schedule common planning periods or release time for participating teachers.
2. LEAs are responsible for providing teachers with the following resources:
   * Module Creator ($40/teacher);
   * Subscription to an electronic literature database (i.e., EBSCO); and
   * Travel/substitute reimbursement for teacher and leader to participate in professional development.

#### Teachers are expected to:

1. Be social studies, science, and/or ELA middle or high school teachers.
2. Develop a minimum of two modules throughout the school year.
3. Attend all trainings.
4. Commit 80 hours throughout the school year.
   * These hours will directly contribute to the development of lessons and units that the teacher will implement during the school year and include:
     + 40 hours in-person and virtual professional development as well as peer planning and school-based collaboration meetings.
     + 24 hours of in-person professional development (does not include travel to and from professional development sites).
     + 10 hours developing, refining, and revising modules (unit and lesson-type plans).
     + 6 hours of collectively jurying a student work (looking at student writing responses to assess mastery of standards).
5. Be highly motivated and willing to develop and share lessons and other instructional resources.

#### Principals are expected to:

1. Attend the first teacher training and all leadership meetings (32 hours total).
   * Teachers want to know that their principals support LDC and that principals understand how to use Compass or other state-approved rubrics to observe LDC classrooms. Leadership meetings will focus on teacher support and evaluation by integrating LDC and Compass resources.
2. Participate in R-GroupSpace and sign up for personalized learning.
   * Interact with teachers on R-GroupSpace space at least once per month.

#### A Central office leader (i.e., SRCL project director, ELA or curriculum supervisor) is expected to:

1. Commit to successful LDC implementation.
2. Attend every training (48 hours total – teacher institutes and leadership meetings).
3. Engage with each teacher in R-GroupSpace space at least twice per month.
4. Resolve issues that may arise throughout the school year (i.e., allowing teachers more flexibility in their lesson planning format, finding common planning time for teachers, etc.).
5. Communicate clearly with teachers about trainings.

## 2013-2014 Key Calendar Dates

|  |  |  |  |
| --- | --- | --- | --- |
| **Event** | **Date** | **Location** | **Participants** |
| LDE releases LDC plan/expectations in Superintendent’s newsletter | April 23, 30 | NA | NA |
| LDC Orientation Session   * 1-hr Webinar to discuss Cohort 3 PD plan and expectations, review application, and answer questions * Post one-page application | May 2; 3:15 pm | NA | Districts new to LDC |
| Application is released in Tuesday newsletter | May 7 | NA | Districts new to LDC |
| LEAs submit 1-pg application to participate   * Schools, # of teachers, tentative roster, confirmation that they have the fiscal resources to commit | June 7 | NA | Districts new to LDC |
| LDE announces Cohort 3 | June 18 | NA | Districts new to LDC |
| LEAs confirm participation via e-mail | June 28 | NA | Districts new to LDC |
| Network Training (for LDE staff) | Sept 3 | Baton Rouge | Network coaches |
| Leadership Meeting #1 of 3 | Sept 4  Sept 5 | West Monroe  Chalmette | Cohort 2 and 3 LIS, district project leads, principals, trainers, network staff |
| Teacher Institute #1 of 3 | Sept 24  Sept 25  Sept 26 | West Monroe  Alexandria  Chalmette | Cohort 3 teachers and new teachers in Cohort 2 |
| Leadership Meeting #2 of 3 | Oct 23  Oct 24 | West Monroe  Chalmette | Cohort 2 and 3 LIS, district project leads, principals, trainers, network staff |
| Teacher Institute #2 of 3 | Jan 28  Jan 29  Jan 30 | West Monroe  Alexandria  Chalmette | Cohort 3 teachers and new teachers in Cohort 2 |
| Leadership Meeting #3 of 3 | Feb 5  Feb 6 | West Monroe  Chalmette | Cohort 2 and 3 LIS, district project leads, principals, trainers, network staff |
| Teacher Institute #3 of 3 | April 29  April 30  May 1 | West Monroe  Alexandria  Chalmette | Cohort 3 teachers and new teachers in Cohort 2 |
| R-GroupSpace  (virtual on-demand and scheduled support) | Ongoing | NA | Cohorts 1, 2, and 3 teachers, principals, district project leads, trainers, network staff |