

Guide for Implementing a Professional Book Study

Topic:

Date:

Text & Chapter:

Facilitator:

Members Present:

Five-Minute Rewind: Facilitator and recorder review major points of discussion from last meeting.

Five-minute Fast Forward: Facilitator reminds group of goals of study.

Sample Group Actions:

- Begin the meeting with members sharing best quotes from their reading (or something with which they disagree).
- Have members bring observations from a lesson or student work to share. Provide time for sharing.
- Have a few members take sections of the text to summarize.
- List questions that members have and chart them for future meetings.
- List other resources that might be needed to further learning (professional materials, classroom resources, or something else, like notes from classroom observations).
- Before leaving, have members reflect on new learning that occurred as a result of the meeting (not only from the book itself). What will members do with this new learning?