WEB RESOURCE 2: DARLING DOWNS TEMPLATE TO TRACK THE 14 PARAMETER WORK

Dear Principals,

Welcome to the first update for the **Leading Learning Collaborative Practice (LLCP)—Cohort 2 Schools**. With Term 4 fast approaching until we meet with Dr. Lyn Sharratt to share your schools' journey on how you have contextualized Putting Faces on the Data, it is important to begin your thinking about the homework tasks set at the August LLCP Phase 1 Workshops.

The purpose of this and subsequent communication will be to support you in completing the homework tasks and preparing for the school presentation required at our next LLCP Phase during Week 3 of Term 1.

Please provide us, by Friday 8th September (Week 9, Term 3), your Leading Learning Plan (see table and homework tasks below), which details your timeline of identified homework tasks.

HOMEWORK TASKS: (ED STUDIO)

Task 1: Model 14 Parameter Research with staff.

Task 2: Define the school process starting with data.

Task 3: Unpack Parameters #1, #14.

Task 4: Co-construct a Data Wall with staff.

Task 5: Unpack #6, trialing at least 1 case management meeting.

Task 6: Plan for your triage strategy you will use in the last weeks of the year to ensure that all students are learning and improving.

Task 7: Prepare evidence of what worked, what didn't work, and what you would do differently next time for Phase 2, including a photo journal of your Data Wall development process.

Task 8: Complete the leadership self-assessment tool.

	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10	Holidays	Week 1	Week 2	Leading Learning
Task Number														
Mode														

If you require additional support or information, please contact Adam Myers, Graeme Lacey, Aleksandr Taylor-Gough, or your Regional Project Officer.

LEADING LEARNING PLAN EXAMPLE

1. Additional Parameter: # 2

2. Completed Timeline:

   Task 1: Model 14 Parameter Research with staff.

   Task 2: Define the school process starting with data.

   Task 3: Unpack #1, # 14.

   Task 4: Co-construct a Data Wall with staff.

   Task 5: Unpack #6, trialing at least 1 case management meeting.

   Task 6: Plan for your triage strategy you will use in the last weeks of the year to ensure that all students are learning and improving.

   Task 7: Prepare evidence of what worked, what didn't work, and what you would do differently next time for Phase 2, including a photo journal of your Data Wall development process.

   Task 8: Complete the leadership self-assessment tool.

	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10	Holiday	Week 1	Week 2	Leading Learning
Task	Task 1 & 2	Task 8	Task 3	Task 4		Task 6		Task 5	Task 7 & 8			Review and collate for week 3 presentation		

	Homework Tasks	Evidence of Learning How we will know we are on track:
Task 1	Model 14 Parameter research with staff.	• Conversations with staff reflecting an introductory knowledge of the 14 Parameters.
Task 2	Define the school process starting with data.	• Clearly articulated, constructed and time-lined process that is agreed to and understood by all school staff.

Task 3	Unpack #1, #14.	• Staff can talk (in their own words) about:
		  ○ # 1: That every student can learn and how putting FACES on the data is a way of ensuring this
		  ○ #14: That we all have a shared accountability for all students learning
		
		Reflective Questions
		  ○ Are teachers' expectations for all students high enough? How do you know?
		  ○ Are student and school achievement data driving the inquiry process? How do you know?

Task 4	Co-construct a Data Wall with staff.	• Collect an artefact. • Create the Wall. • The leadership team share a common interpretation of the information within the Data Wall. • Collect a photo journal of the process and end product. **Reflective Questions** • Do staff know how the data have an impact on what students learn? • How does the Data Wall ensure that each FACE counts and is accounted for? • Do teachers know which data sets matter? • Do teachers know what data sets look like for the whole school and system (see the big picture)?

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	Homework Tasks	Evidence of Learning How we will know we are on track:
Task 5	Unpack #6, trialing at least 1 Case Management Meeting.	• Staff can talk (in their own words) about the purpose of a case management meeting "As an internal support mechanism for teachers focused on instruction" (*Putting FACES on the Data* [Sharratt & Fullan, 2012], p. 94.) • Formal reflection of Case Management Meeting process and outcome • Collect an artefact and identify: **Reflective Questions** • What worked? • What didn't? • What you did differently to contextualize to your needs?
Task 6	Plan for your triage strategy you will use in the last weeks of the year to ensure that all students are learning and improving.	• Create a documented account of the triage strategy.
Task 7	Prepare evidence of what worked, what didn't work. And what you would do differently next time for Phase 2, including a photo journal of your data wall development process.	• Photographic evidence • Anecdotal evidence through reflective conversations with staff
Task 8	Complete the Leadership Self-Assessment Tool.	• Leadership Self-Assessment Tool completed