Teacher Focus Group on Planning Support

This resource provides sample questions for a teacher focus group to understand current supports for planning.

<table>
<thead>
<tr>
<th>Questions for teacher focus group</th>
<th></th>
</tr>
</thead>
</table>
| **Current planning supports**    | • Describe your current participation in group common planning support (i.e. grade-band meetings, content group meetings, etc.).  
• What does a typical common planning meeting look like and sound like?  
• What is the current common planning structure?  
• Who meets? When and how often do you meet?  
• What are the norms for your common planning time?  
• What are the roles of the members of your common planning team?  |
| **Teacher satisfaction with planning supports** | • What is effective within your common planning time? Why?  
• What is not effective in within your common planning time? Why?  
• What would you like more of?  |
| **Lesson Preparation Structures** | • What role does lesson preparation play within your common planning time?  
• How do you prepare for lessons within your common planning time?  
• What is the process for understanding and planning at the unit level?  
• What is the process for understanding and planning at the lesson level?  
• Where do you need help in lesson preparation?  |
| **Use of Student Work** | • How do you use student work within your common planning time? How often do you use it?  
• Do you use specific protocols or tools to look at student work? What are those?  
• How do you determine what student work to analyze within your common planning time?  |
| **Assessment Data** | • What role does student assessment play within your common planning time? How do you use it and how often?  
• What processes or protocols do you use to look at assessment data?  
• What assessment data do you use?  |