

# SIM™ Exploration Planning Questions

## Phase I Considerations:

### Discuss Goals

What are your improvement goals for students, educators, and schools?  
What is the current state of literacy and proficiency among students?

### Analyze Student Learning Needs

What do we want students to be able to know and be able to do?  
What knowledge and skills are students missing? Where are the gaps in learning?  
Which students are most affected?

### Identify Characteristics of Community, School, Department, Staff

What are the unique characteristics of this learning community that will influence how to implement successful professional learning?  
What support personnel are available to teachers? reading specialists, instructional coaches, special education teachers, curriculum specialists?  
Do teachers co-teach? If so, describe how this looks.  
What type of master schedule is in place?  
What does planning time for teachers look like? How long? How often?  
Do you have faculty meetings, department meetings, or other PLC meetings? If so, who attends and what do the agendas look like?  
Do administrators conduct walk throughs or have a pre-existing walk-through tool?

### Select Evidence-Based Practices and Interventions

What knowledge, attitudes, skills, aspirations and behaviors do educators need to meet the school improvement goals?  
How do evidence-based practices and interventions selected address a critical need or a goal that has been established in the school?  
What are the characteristics of interventions that have successfully achieved goals, and under what conditions have they worked?  
What scheduled opportunities exist for literacy instruction and targeted interventions?

## Phase II Considerations:

### Plan for Implementation & Sustainability

Who will provide support for the implementation of new instructional practice(s)?  
What is the timeline for implementation?

What resources are necessary for success? Coaching? Technology? Supplies?  
Who is the target audience, and why has this particular group been selected to receive the professional development?  
What time frame would be suitable for the sessions?  
What platform will be used to create easy access to videos and other resources, while supporting online communications with the group?  
What platform should be used for live virtual meetings with the group?  
What indicators will tell us if we are making appropriate progress?

### Start-up Logistics

Who will be the point person in the school to handle communication about sessions and help coordinate logistics?  
What kind of timeline seems realistic for the PD sessions and the follow-up coaching sessions?  
How will funding for the sessions be handled?  
Who will be in charge of ordering and distributing materials?

### References

- Killion, J., & Kennedy, J. (2012). The sweet spot in professional learning. *The Learning Professional*, 33(5), 10.
- Leitzel, P., Woodruff, S., & Washburn, J. (2020) Professional Learning in a Virtual Environment: Emerging Guidance from SIM™ Professional Developers. *StrateNotes*, 29(1).