

Registration for Primary Team Planning

(Please type or neatly print.)

School District:

School: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: (____) - _____ - _____

Fax: (____) - _____ - _____

Contact Person: _____

E-mail: _____

Billing Information:

Attn: _____

Address: _____

City: _____ State: _____ Zip: _____

Method of Payment (please select one):

Check enclosed (payable to The Ohio State University)

Purchase Order (original must be attached)

Credit Card (please specify): Visa MasterCard

Credit Card #:

Exp: _____

Signature (required): _____

Amount Enclosed: \$ _____

Superintendent's Signature:

(Print Name and Title)

Date: ____/____/____

Return registration **with the names and positions of the Team Planning Members** to:

*Literacy Collaborative
Primary Team Planning
Attn: Diann Guy
1100 Kinnear Road
Columbus, Ohio 43212*

Team Planning Information

Cost - \$660 per team member*

*with a minimum of 6 and a maximum of 8 members

Dates

Primary Team Planning
2011-12

**For arranging Team Planning
in your area contact:**

Dr. Sonny Whitehead, *Executive Director*
614.688.4977
sonny@rrel.org

For additional information, please contact:

Diann Guy
614.292.7893
800.678.6486
guyd@rrel.org
or visit: www.lcosu.org

**P
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*Team
Planning
Grades
K-2*

2011-12

*Offered by:
Literacy Collaborative
at The Ohio State University*



Literacy Collaborative Primary Team Planning at The Ohio State University

The planning team is a leadership group which will support and monitor the implementation of Literacy Collaborative at a school site over several years.

The team is comprised of six to eight representatives including the school principal and other faculty who represent the range of grade levels and programs offered in the school. For example, primary team members may include kindergarten, first, and second grade teachers in addition to the school administrator, the Reading Recovery teacher, special education teacher, Title 1 teacher, ESL teacher, bilingual teacher, and future literacy coordinator (LC), if already selected.



In sessions, teams learn about the Literacy Collaborative framework for teaching as they build a group of like-minded leaders to support the project.



Participants try teaching practices that they learned about in Team Planning sessions in their school.

Responsibilities of the Team

The responsibilities of the primary team members include:

- attending four to five full-day seminars,
- completing assigned tasks,
- scheduling and attending regular in-school team planning meetings, and
- conducting sharing sessions to update the staff on Literacy Collaborative work.

Upon acceptance to Literacy Collaborative, the ongoing responsibilities of team members include:

- planning ahead for staffing possibilities which provide for 50-70% release time for LCs to work in classrooms and support colleagues,
- developing an efficient schedule for classroom assessments,
- planning for the initial training course, and
- working together to ensure funding for the initiative.

In summary, members support their literacy coordinator through ongoing participation in planning, decision making, problem solving, and communicating to ensure that every child becomes literate.

The primary literacy team meets together and mutually takes responsibility for the literacy achievement of each child who enters the school. They help each other by sharing resources and ideas and sometimes providing feedback. It is critical to the future of children's education to develop the knowledge and skills of this team.

Irene Fountas & Gay Su Pinnell (1996)
Guided Reading, p. 191



During their last session, teams showcase their learning by sharing projects in a Gallery Walk.