

ART MEETING 1 – Suggested Structure for LIC 9¹

WELCOME (5 minutes)	Setting the tone of the ART Meeting
	<p>BE POSITIVE: Please start the meeting with high energy and a smile!</p> <ul style="list-style-type: none"> • Welcome teachers to the first ART meeting of LIC 9 • Explain that in this LIC, they will be using the ART meetings to reflect on what they have recently learned in their in-service trainings and plan for its implementation • Introduce the theme of this LIC – Building a Stronger Community – and the importance of supporting each other in their own professional growth by observing each other and giving developmental feedback <p>Review the aims for this ART meeting and display them:</p> <ul style="list-style-type: none"> • Reflecting on what we have learnt recently through in-service training and identifying areas of support required • Creating an implementation plan for what we have learnt • Deciding on peer observation dates and processes

INTRODUCE (5 min)	Give teachers a few minutes to write down whatever they remember of the in-service training session they had most recently – you can use the Brain Dump strategy that you use with your students!
THINK & REFLECT	
Description (10 min)	<p>Ask teachers to take 5 minutes to THINK and write down the answers to the following questions:</p> <ol style="list-style-type: none"> 1) What was the purpose of the training? 2) What specific strategies did I learn? <p><u>After 5 minutes:</u></p>

¹ In this LIC, the ART meeting discussions will be focussed on the Mission Buniyaad trainings (for primary and upper primary) and the in-service general pedagogical trainings currently taking place

	<p><u>If you are facilitating the meeting in person (10 min):</u> Ask teachers to share their responses with each other in pairs (ensuring physical distancing - they can share their response sheets with each other and give feedback in writing, for example).</p> <p><u>If you are facilitating the meeting virtually (10 min):</u></p> <ul style="list-style-type: none"> ● Ask teachers to share their responses on chat ● Give all teachers a few minutes to read the responses on chat ● Randomly pick one teacher to share their response to one question each
Reflections (20 min)	<p>Now, ask teachers to take 5-10 more minutes and write down the answers to the following questions:</p> <ol style="list-style-type: none"> 1) What am I most excited about using in my classroom? Why? 2) What am I nervous about using in my classroom? Why? 3) What support do I need to be able to implement these strategies? Who will be able to support me? <p>Again, get teachers to share in pairs or on the chat, and then get a few different teachers to share in the larger group. About 10 minutes for sharing should be adequate.</p>
PLAN (15 min)	<p>Now, ask teachers to use the following questions to plan how they will implement the strategies:</p> <ol style="list-style-type: none"> 1) What do I need to do to begin implementing these strategies²? (Try to add as many details as you can) 2) What do I see as a major challenge in the implementation of these strategies? 3) How can my TDC support me to tackle these challenges? When will I reach out to my TDC? 4) When will I start implementing them? 5) Who can I ask to observe me when I implement them?
FEEDBACK (10 min)	<p><u>If you are facilitating in person:</u></p> <ul style="list-style-type: none"> ● Split everyone up into pairs (maintaining distance from each other) ● Teachers should share their plan with their partner. The partner should <u>share one good thing about the plan, and one thing that needs improvement or is developmental.</u>

² If there are teachers reflecting on the Mission Buniyaad trainings, you can also ask them to think about which previous strategies discussed in earlier LICs might help them achieve their goals and connect those to what they learned in the Mission Buniyaad trainings

	<p><u>If you are facilitating virtually:</u></p> <ul style="list-style-type: none"> ● If on Zoom, split participants into breakout rooms with 3 people in each group ● All members should share their plan, and the others should <u>share one thing that was good about what the teacher shared, and one thing that needs improvement or is developmental.</u> ● If not using Zoom, you can ask participants to share a picture of their plans on your shared WhatsApp groups. Then, randomly pick 2 plans and ask participants to share feedback on those. <p>Narrate the why: Explain to teachers the importance of giving constructive feedback and supporting each other in their professional growth.</p>
IMPROVEMENT & CLOSING (5 min)	<p>Once the feedback activity is complete, ask teachers to incorporate any changes they would like in their plan.</p> <p>Thank everyone for using this time to reflect and encourage them to observe each other and continue giving each other developmental feedback.</p>