



Remote Learning Action Planning Team

Planning Meeting

November 17, 2023

Facilitated Virtually by Becky Foreman

Remote Learning Planning Team Agenda

The Givens

Victory

Current
Reality

Commitment

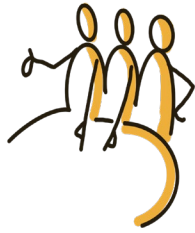
Key Actions

Timeline

Next Steps

Closing

1. The Givens



Project Name?

Remote Learning

What is the goal of the project?

- By June 2024, LARAEC will work with the Remote Learning APT to identify needed support and professional development and work with LARAEC staff and point persons to coordinate training or best practice sharing sessions.
- By June 2024, the Remote Learning APT will have outlined the skills and resources needed to support online instruction in adult education. They will have begun curating resources and housing them on the LARAEC website or other collaborative platform.

What have we accomplished to date?

(Presented)

What is the timeframe?

November 2023 - June 2024

2. Victory

Reflect back on the completed project or the day after the event... What do we see in place that indicates our success?

See? Hear? Touch? Smell? Taste?



Successfully presented to cohort in consortia the action items needed

The end product is usable and adopted widely by consortium

Made progress in the plan – tangible and useful

Empowered students

Bridged the gap – between school and students

Have data that shows we made a difference in the equity gaps

3. Our Current Reality - TEAM:



Strengths: What are our strengths as a team?

- Level of dedication and subject matter expertise
- Advocates for the communities we serve
- Diverse backgrounds and positions
- Good looks and charm
- Members from last year with experience
- Early adopters – growth mindset
- We have the power to change lives



Weaknesses: What are our weaknesses as a team?

- Availability – scheduling conflicts
- Time
- Newness of team
- Different leadership styles
- Organizational structures are different
- Different funding and resources among organizations

3. Our Current Reality - SUCCESS



Benefits: What benefits will our success bring?

- Students will get more information and resources
- Greater accessibility
- Builds collective efficacy



Dangers: What obstacles or dangers do we anticipate confronting when we are highly successful?

- People not receptive to suggestions
- Disrupting equity challenges the status quo
- Everyone asks you for help
- May be to detriment of students who need in-person
- Might be seen as the "end all"
- Not all remote modalities accessible or affordable

4. Our Commitment

What are we REALLY committed to accomplishing as a team? *



We are committed to

- By June 2024, LARAEC will work with the Remote Learning APT to identify needed support and professional development and work with LARAEC staff and point persons to coordinate training or best practice sharing sessions.
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* Concrete accomplishment at the end of the project...





Make more stickies if needed

What are all the actions our team will need to take to reach the commitment?

One action per sticky – 3 to 7 words – don't resize sticky notes

Prep Zone

Agree on Objective or Goal.

Collect & Evaluate Data

Break down individual tasks and assign within group

Research resources and links for each area

Survey of tech skills teachers have

Brainstorm skills and resources Remote teachers need

Decide the definition of success.

Create presentations

List needed software/hardware

Resources. Creating Sessions

Gather information on what PD is needed or requested.

Create a PD session on the resources available

Decide where/when to present.

Decide how to market presentation

Decide what platform to use to use and market event

Collaborate across districts

Repository

Beta test for ease of use

Create a repository for resources

Organize resources by topic

Format space on website for resources

Create an advertisement for resource section of website

Adapt to changing technology



Next Steps

<u>What Next?</u>	<u>Who?</u>	<u>When?</u>
1. Select Co-Chairs	<ul style="list-style-type: none">• Dr. Q• Sergio Soto	Today
2.		
3.		
4.		
5.		

1. What happened?



4. What focus is needed now?



2. High Points



3. Low Points



5. Plan for moving forward

6. Assignments

7. Next Meeting

Resolve: What is one thing we accomplished together today?

First try at learning to work together

Great collaboration

Clarified mini tasks leading to outcomes

Set a calendar for projects

Made Dr. Q Chair in her absence

Excited about projects

Road map for the team

Worked together in creating a plan

