



Three Tiers of PLC at Work® Recognition

Promising Practices

Who can apply: Schools

PLC Journey: Developing Stage*

Data Required: 1-2 Years

Narratives: PLC Story & PLC Practices

Model PLC at Work®

Who can apply: Schools & Districts

PLC Journey: Sustaining Stage*

Data Required: 3 Consecutive Years

Narratives: PLC Story & PLC Practices

Ambassador

Model PLC at Work®

Who can apply: Current Model PLC at Work Schools & Districts

PLC Journey: Sustaining Stage*

Data Required: 3 Consecutive Years

Narratives: PLC Story, PLC Practices & Ambassador Essay

**Learning By Doing continuums*

The Review Process

Our Evidence of Effectiveness (EOE) Review Committee reviews every application. Every committee member reviewing applications has led their school or district to Model PLC at Work status.

As applications are submitted, they are:

- Checked by the Program Manager
- Added to a queue to be reviewed by the EOE Review Committee

There are four grade-level teams - elementary, middle school, high school, and district. Applications are reviewed as they are received.

Standard time frame for application review can range from 4-6 weeks. This time range can be extended during holidays and over the summer.

Overview of PLC at Work® Recognition

Thank you for your interest in becoming a Model Professional Learning Community (PLC) at Work®. Your PLC journey is unique, and we're eager to learn more about how the PLC process has impacted your school, staff, and student learning and achievement.

We're here to support you in submitting a high-quality application. If you have any questions along the way, we are here to help. Email us at AllThingsPLC@SolutionTree.com.

Criteria

- Demonstrate a commitment to the PLC at Work process.
- Present clear evidence of improved student learning.
- Explain the culture, practices, and structures of the school or district and submit it to the Evidence of Effectiveness (EOE) Review Committee using our online submission process.

Overview of Application Steps

- Gather documents, such as achievement data, demographics, awards, and artifacts.
- Create an account on AllThingsPLC.info.
- Complete application online.
 - Review and submit application.
- Receive feedback or acceptance from EOE Review Committee.
 - If feedback is received, we encourage you to make the requested revisions and resubmit your application whenever you're ready.
 - If approved - **Congratulations!** You will receive an email notifying you of your approval along with a digital badge and sample press release. You will physically receive a Celebration Box containing your flag, a certificate of recognition, and a signed congratulatory letter from our CFO granting one complimentary registration to any Solution Tree event, including institutes, summits, or workshops.

Important Tips to Know

- Applying for PLC at Work Recognition should be a collaborative process. Gather your data and write your narratives; these can be pasted into the application.
- Be conscientious of words and terms used in your application. Because approved applications are published on the website to serve as examples for others, applications with incorrect terminology will receive a feedback letter asking for corrections.
- Your application is how the EOE Review Committee differentiates **PLC Right** from *PLC Lite*. Be thorough when explaining the processes and systems that take place within your building.
- You may use hyperlinks in the text of your narrative; however, please confirm your share settings are set so anyone with a link can view them. Documents that deny access will not be viewed, and in some cases, this can stop the review process.
- The entire purpose of the PLC at Work process is to increase student achievement. The EOE Review Committee is looking for evidence that *all* students are learning. Make sure your data is strong and includes your traditionally underrepresented students (economically disadvantaged, English learners, and special education).
- Every school has acronyms that are commonly used. However, when you use an acronym, spell it out first, rather than just using the acronym. Example: Students participate in Drop Everything and Read (DEAR) Time.



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Ambassador Narrative Essay

Tell us how your school or district has demonstrated its commitment to the PLC at Work process by continuously improving and going above and beyond after reaching Model PLC at Work status.

This could include, but is not limited to:

- Mentoring others as they implement PLC at Work processes.
- Sharing your school and/or district work by setting up site visits.
- Creating video clips of your PLC work in action for Solution Tree's ed-tech tools.
- Advancing student achievement for defined subpopulations (special education, English learners, and economically disadvantaged).
- Demonstrating unique ways to ensure that all kids are learning at high levels.
- Providing wraparound services that help ensure student success.

Applying for PLC at Work® Recognition

Below is the information you will need to include in the application. The application is the same for all three tiers of PLC at Work® Recognition. Responses and the number of years of required data will correspond with the tier for which you are applying. Ambassador applications require an additional essay and samples of documented evidence to support the narrative essay.

The Application

Demographics & Ethnic Information

You will be asked to enter the demographics for your school. This includes student ethnicities and traditionally underrepresented populations (economically disadvantaged, English learners, and special education).

Student Achievement Data

You will need to submit student achievement data that indicates increased achievement with the basis of comparison to your state, province, or territory from the most recent three consecutive years.

Promising Practices applications:

- Please provide two years of data, one baseline and one indicating a trajectory of growth for at least main content areas and including students in traditionally underrepresented populations.

Model PLC at Work® applications:

- Please provide three consecutive years of data showing a growth trajectory for the main content areas and including students in traditionally underrepresented populations.

Ambassador Model PLC at Work® applications:

- Please provide three consecutive years of data showing a growth trajectory for the main content areas, especially for students in traditionally underrepresented populations.

Four Narrative Essays

Tell Your PLC Story: Explain how you have built shared understanding and commitment to the PLC at Work process and how you are facilitating a culture of continuous improvement.

Information may include, but is not limited to:

- Why did you choose to become a PLC at Work?
- Explain the culture of your building.
- How did you start implementing the PLC at Work process?
- Share the challenges you faced along your journey and how you overcame them.
- Share the impact that implementing PLC at Work had on your building, staff, and students.

Describe Your PLC Practices: You will be asked for three narratives regarding the strategies you have found effective in establishing the PLC at Work process in your building.

1. Monitoring Student Learning on a Timely Basis

Explain the process used to create and implement a guaranteed and viable curriculum. Describe the strategies used for student instruction. Tell us how student learning is monitored on a timely basis.

2. Creating Systems of Interventions and Extensions to Provide Students with Additional Time and Support for Learning

Elaborate on how you are creating and implementing systems of interventions and extensions to provide students with additional time for support and learning. Explain what this looks like in the day-to-day practice of your building.

3. Building Teacher Capacity to Work as a Member of High-Performing Collaborative Teams That Focus Efforts on Improved Learning for All Students

Share how your teacher teams work collaboratively through the PLC at Work process, the tools and systems they use for developing SMART goals, measuring the results, and analyzing the outcomes to focus on student learning.