



Sample Scope and Sequence of Professional Learning Engagement

This overview represents the services for one client of the professional learning partner.

Curriculum or Content Area	Literacy
Type of Professional Learning	Adoption
Total Cost Range¹	☒ Less than \$50,000 ☐ \$50,000 - \$100,000 ☐ \$100,001 - \$500,000 ☐ \$500,001 - \$1,000,000 ☐ \$1,000,000+
District Context	District: 8,400 students, 14 schools, suburban and semi-rural Teachers: 30, K-2, literacy committee and voluntary piloting teachers Goal: Adopt a supplemental phonics curriculum.

¹ Includes any travel related expenses, etc.



Timing	Participants	Name of PL and Format	Description
January	District Admin + GL Team	Partnership Meeting # 1 Virtual	Scope of Project & Committee Building Guidance
February	Committee + GL Team	Partnership Meeting # 2 Virtual	Development of Criteria
Early February	Potential Pilot Teachers	Pilot Evaluation Info Meeting In-person & Virtual Options	Information for teachers considering participating in the pilot
February	Committee + GL Team	Partnership Meeting # 3 Virtual	Choose Programs
Late February	GL Team + Committee + All Piloting Teachers	Professional Learning Session 1 In-Person	Build literacy background knowledge. Review District goals/vision as applicable to the pilot process.
Late February	GL Team + Committee + All Piloting Teachers	Professional Learning Session 2 In-Person	Overview & Calibration of Rubric Look-fors Scope of Pilot Expectations & Timelines
March	Committee + GL Team	Partnership Meeting # 4 Virtual	Create/Confirm Evaluation Rubric
March	All Piloting Teachers	Pilot Meeting Facilitation 1	Reflection from previous month



	+ GL Team	In-Person	Collaborative Lesson Planning Cross-curriculum analysis: • By skill area
March-April	All Piloting Teachers + GL Team	Program Professional Learning In-Person	Publisher-led PD on selected program(s)
April	Committee + GL Team	Partnership Meeting # 5 Virtual	Create a Timeline for piloting teachers
April	All Piloting Teachers + GL Team	Pilot Meeting Facilitation 2 In-Person	Reflection from previous month Collaborative Lesson Planning Cross-curriculum analysis: • Assessment and progress monitoring • Plan and reflect on schedules
May	All Piloting Teachers + GL Team	Pilot Meeting Facilitation 3 In-Person	Reflection from previous month Cross-curriculum analysis: • Review scope and sequence • Look for identified Non-negotiables Complete pilot feedback/reflection survey
May	Committee + GL Team	Partnership Meeting #6 Virtual	Review feedback survey results



May	All Piloting Teachers + GL Team	Pilot Meeting Facilitation 4 In-Person	Summary of feedback results Final selection discussion & Vote
June	Stakeholder Group 1 Group 2 Group 3 Group 4	District Presentations Virtual	Summary of results and final selection to various stakeholder groups