

Needs assessment:

Ask teachers to free write on the following question:

What would you like to know more about in relation to the teaching of writing in your classroom in all subject areas?

(quick write-- could be a bulleted list)

Have teachers discuss ideas in small groups. Circulate around the room and listen to what they are discussing so you can bring points up in the discussion.

Collect ideas from the group

Record them on the board--reframing them as things teachers could think about and learn. For example, if teachers say that they would like to know more about how to use rubrics, you might broaden this to "assessing writing." If they talk about wanting to help students stop being lazy about proofreading, you might broaden this to "editing and proofreading skills."

Have one of the consultants facilitate the discussion and the other scribe on the board.

Review the list with the teachers. Ask them if they feel this represents their needs or if anything is missing.

Plan with teachers to address their concerns in the professional development program.