



Intra-District After School Collaboration Planning Form

This year, staff will have the opportunity to choose between their school collaboration group and a district discrete group. The district discrete groups will have a minimum of 5 members and a max of 15. District discrete groups will pursue a common question or focus throughout the school year. Discrete group members will need to report back to their staff at the last after school collab session or at a staff meeting. This form needs to be completed and sent to the CTA ProD Chair or CUPE Chief Shop Steward after the first discrete group meeting.

Facilitator(s): _____

Meeting Location: _____

Group Members:

(5-15 members for discrete district groups, minimum 4 for school group)

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Topic: _____

Inquiry question or focus

Group Questions:

Where are we?

Current status, strengths, areas of challenge



Where are we going?

Target/goal

How are we going to get there?

Timeline for collaboration sessions, guests, resources

How do we know we have achieved the goal?

Describe what success looks like

How might this impact student learning?

How will you track impact of actions?

How will you share your learning with your staff?

Last session of after school collaboration at your school or at a staff meeting.

All members of the Intra-district Collaboration group to provide copy to Principal.

The CTA Facilitator of the Intra-district Collaboration group to provide copy to CTA Pro D Chair and the CUPE Facilitator to CUPE Chief Shop Steward.