Dear ACES PLC Participant,

It was great to have the opportunity to share our Transitions work together at our last ACES PLC meeting. Once again, it really drove home for me how rewarding it is to have time to meet together to support one another and share our experiences in this hard but crucial work.

PLC Meeting THREE will be *\_\_Date\_\_* at *Time\_* at *\_Location\_.* The agenda is available on page 30 of the *PLC 1 Participant Workbook*.

Before this meeting, be sure to complete the three outside tasks we discussed at our last meeting:

* **Outside Task #3:** Implement two methods from the TIF-ing the Classroom Methods (routines, norms, learning task formats, language, and technology) into your instructional setting and evaluate your implementation by observing “student evidence”. Note all information on the *TIF-ing the Classroom: Try it Out!* grid (p. 27) and prepare to share this information at meeting 3.
* **Outside Task #4:** TIF a lesson, learner plan, or classroom materials using the ACES process (Assess, Complement, Evaluate, Study & Reflect) and the *TIF-ed Lesson: Try it Out 2!* grid (p. 28). Try out this lesson (or materials) with your students. After trying out the lesson, evaluate the lesson using “student evidence”. Study and reflect on the lesson and share the experience and your reflections at meeting 3.
* **Outside Task #5:** Observe a colleague’s lesson (or a video of a lesson). Use the ACES process to TIF the lesson, noting TIF sub skills it includes (especially from your category), complementing it with potential TIF sub skills from your category, evaluating the lesson citing student evidence, and studying and reflecting on what more practice the observed students need. (Handout p. 29)

*\*Videos for Observation in lieu of peer observation:*

* + ESL: <http://www.newamericanhorizons.org/training-videos>

 *(Choose any of the several available videos.)*

* + ABE: <http://mlots.org/wendy/wendy.html>

Once again, thank you for your commitment to applying these strategies outside our PLC meetings. I look forward to the discussing these experiences in PLC Meeting THREE.

Thanks,

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