

FROM THE HUDDLETEACH PLAYBOOK

5-Steps to Teacher Led Literacy Training

Do the back work

BEFORE COMMUNICATING WITH TEACHERS

Be sure to seek consent for the training with those overseeing teacher training experiences. Ask about professional development credits for those who attend. Ask about any perimeters your training must adhere to, such as within the school day. Inform administrators, too, and seek their blessing.

Communicate with teachers

EXPLAIN AND SEEK INPUT

Share an overview of this type of training with teachers. Add a survey about the best time to meet. If you're planning on providing snacks, ask about dietary restrictions. Don't ask about training topics yet. Don't worry about the naysayers; focus on the teachers who answer.

Kick off your first meeting

BRING THE FANFARE!

It isn't everyday (or ever?) that teachers are in charge of their learning, so make it a reason to celebrate! Present prompts to help teachers communicate what literacy topics they'd like to explore this year. Have a list in mind, should teachers need some ideas, including best practices, make-n-takes, and book titles. Oh, and don't take attendance unless teachers are earning PD credits for attending. Remember, this is VOLUNTARY!

Organize it all

AFTER ALL, IT ISN'T COMPLETE CHAOS

After teachers have contributed topics, organize the topics onto a shared calendar. You may need to do this after the first meeting due to lack of time or wanting to involve more teachers or staff. Ask teachers to volunteer to lead a topic, if they are comfortable doing so. If not, be prepared to lead the future discussions. Create an electronic shared drive or folder as a repository of information.

Keep it going

MAKE IT MEANINGFUL AND ENTICING

Keep the fanfare going by providing lots of reminders of upcoming sessions, links to the shared resources, support for those presenting, and of course, snacks! Encourage teachers who haven't attended and thank the ones who have. Share graciously!

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