

***The Resource Bank: Quality Standards-Based Units,  
Lesson Plans, Assessments by Maine Arts Educators  
Follow Up Webinar “Meeting Plan”            DRAFT  
Maine Arts Assessment Initiative***

*For access to the Maine Arts Assessment Initiative wiki, click [here](#).*

*For access to the Resource Bank Webinar, [click here](#).*

In 2014 there is a series of four free webinars which address key topics identified by the Maine Arts Assessment Initiative. These webinars have an accompanying “meeting plan” such as this one, which all educators can use or adapt to facilitate faculty meetings, conversations or study groups looking at quality arts education instructional practices.

Suggestions for Use:

At a full staff meeting at your school or district

At an arts staff meeting in your school, district or region

As an individual to learn more about the key topics in arts education

Adapt as needed.

***Be sure to make arrangements for participants to preview the webinar prior to this meeting.***

**Meeting Plan - Two Meetings, Part 1 - 1 Hour    Part 2 - 1 Hour**

The purpose of these two staff meetings is to:

- 1) Become informed about the Resource Bank, how it works, how it can be used
- 2) See an overview of the templates developed by the Resource Bank Team
- 3) Use model Standards-based Units, Assessment Plans and Lesson plans to guide your work
- 4) Discuss and plan other ways your school district can use the units and other resources.

**Materials/Roles Needed:**

- Assign Facilitator and Whole Group Reporter
- Chart paper, markers, highlighters and paper, computer/LCD projector or Smart Board
- Pre-meeting - arrange for everyone to have seen the [Resource Bank Webinar of June 11, 2014](#) and come prepared with questions and take-aways.
- Resource Bank Standards-based units - available from the Maine Arts Commission website after June 30, 2014.
- [Maine Learning Results with Guiding Principles](#)
- Chosen resources as needed from the webinar.
- Provide in advance, paper handouts or digital links to the standards-based units and the blank templates. These can be obtained from the Maine Arts Commission website after June 30, 2014.
- Provide resources from [Understanding by Design](#) website as needed.

**Set-up: Whole group, then smaller groups, then Whole group**

**Meeting - PART 1 - Whole Group Discussion: 10 min.**

Participants should start out discussing questions, surprises, “aha” moments, or other “take aways” from listening to the webinar. Facilitator will record ideas and can list them according to

***The Resource Bank: Quality Standards-Based Units,  
Lesson Plans, Assessments by Maine Arts Educators  
Follow Up Webinar “Meeting Plan”            DRAFT  
Maine Arts Assessment Initiative***

positives and concerns. This provides an opportunity to discover the current resources in the Resource Bank and to talk about and plan for use of potential additional resources (i.e., videos, rubrics, articles and more!) and further professional development on their use.

**Small Group Discussion: 30 min.**

Participants break up into small groups, either assigned to topics by facilitator or by the individual according to interest. Groups should appoint a note taker to summarize their discussion and report out on findings. Suggested topics include:

- Up close and personal - each small group will look at one of the Standards-based units provided by the Resource Bank Team. Each unit includes a Unit Overview, Assessment Plan and Lesson Plans. Discuss how these exemplars can guide your development of similar work. What are the elements in these units that make them high quality resources?)
- Brainstorm strategies your team can use to go about creating curriculum.

***For supporting materials, provide UBD links to such things as What are Essential Questions?***

**Whole Group Report Out: 15 min.**

Each group will report out a brief summary of their findings. Whole Group Recorder will add notes to the charts/computer.

**Wrap Up: 5 min.**

Determine Next Steps to take for future professional development. Set dates/location.

**Meeting - PART 2 - 1 hour** - Follow the format of Part I

- **Whole Group:** Review strategies the group came up with in the first meeting for ways to approach developing units/assessments or lesson plans.
- **Small Groups:** Start working with the blank templates and creating drafts to bring back to team for feedback.
- **Whole Group:** Discuss next steps needed to complete tasks.

**Suggestions for Future Meetings:**

- Develop strategies for whole school curriculum mapping, with arts educators at the table, facilitated by Curriculum Director or Administration.
- Register for upcoming webinars with colleagues or view archived webinars and utilize the meeting plans created for those webinars.

Catherine Ring  
Executive Director  
[New England Institute for Teacher Education](http://www.newenglandinstitute.org)  
[ms.catherinerling@gmail.com](mailto:ms.catherinerling@gmail.com)

Rob Westerberg  
Choral Director  
York High School  
[mllama4@maine.rr.com](mailto:mllama4@maine.rr.com)