

# School Case Management Facilitator's/Chair's Script

## Welcome

### NORMS:

Before we start I would like to **remind** you of the **Norms**:

- attentive listening
- open to new ideas
- equal participation

Now we are going to look at \_\_\_\_\_'s student.

### INTRODUCE STUDENT:

\_\_\_\_\_ can you introduce the student to us by telling us a little bit of the background information that you think will help us understand this student.

### INTRODUCE WORK SAMPLE:

\_\_\_\_\_ is now going to give us the **background on the piece of work that we are going to be analyzing.**

### OBSERVATION:

So we are now going to take a little bit of time to **individually review** this work sample on our own and look through the text that it is based on.

Okay we are now in the **OBSERVATION PHASE** where we are going to talk about the **strengths** that we see in this piece of work. **What is the student doing well?**

Thank you for pointing out those strengths.

### ANALYSIS PHASE:

Now we are going to the **ANALYSIS PHASE** where we are going to **brainstorm the things that are missing** from this piece that would make it a level 3.

### PLAN PHASE:

So we have a list of things that we are going to target with this student. What we need to do now in the **PLAN PHASE** is **decide which one specific area** is the teacher going to target **first** to help the student improve his/her work.

### FEEDBACK PHASE:

Now we are going to move on to the **FEEDBACK PHASE**. In the observation phase we brainstormed some good positive feedback that you can share with the student.

How will we communicate the Learning Goal to the student ensuring that we are building on his/her strengths?