

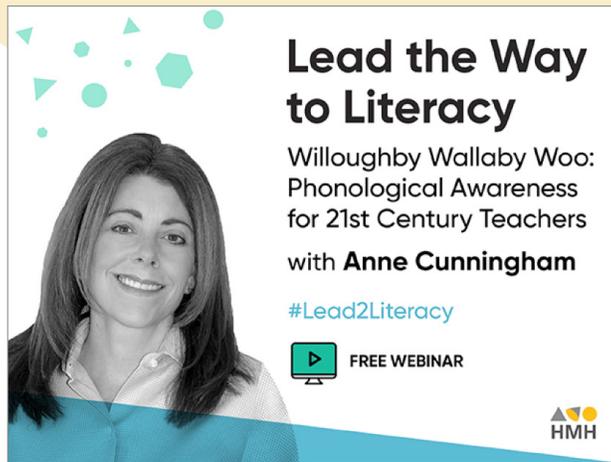
MEETING AGENDA

TOPIC: PHONICS

TIME: 60 MINUTES

WATCH THE WEBINAR

["Lead the Way to Literacy: Phonological Awareness for 21st Century Teachers."](#)



Lead the Way to Literacy

Willoughby Wallaby Woo:
Phonological Awareness
for 21st Century Teachers
with **Anne Cunningham**

#Lead2Literacy

 FREE WEBINAR



RESPOND TO THE DISCUSSION QUESTIONS

- Do you think you used phonics to learn to read? What else do you think you used?
- What factors do you think need to be in place for reading to happen?
- What are some ways you help your students crack the code?
- How much time each day do you spend on phonics in your classroom?
- What is your school philosophy about phonics?

GATHER all the tools and books you use for teaching phonics. Bring them to the meeting.

PROCESS

Together with your staff, create a school-wide presentation about phonics and how it is taught at your school. If you use Google® Slides, you can assign different grade-level groups to do their own slides. Make sure to be as clear as possible about what resources are available for teaching.

REFLECTION

In the last 15 minutes of the meeting, pull everyone together and review the presentation. This is one that can be used for new teachers and parent presentations. Make sure the language reflects the audience. Ask yourselves what needs to be said and how it should be phrased.

Then, check in with each teacher to be sure they have access to all the resources that were recommended in the presentation. Have them set a short-term goal for increasing time spent on phonics in the classroom.

STAFF MEETING FOLLOW-UP

Seven days after this staff meeting, send a follow-up email asking teachers if they've met the short-term goal they set during the meeting. Ask them to respond to the email, replying to all so that everyone learns from the collective experience, sharing a phonics lesson that worked well.