

Professional Learning Committee (PLC) Liaison Protocol

Thank you for your leadership and willingness to support the Professional Learning Committee's (PLC) mission of providing the most current educational resources to IRC members throughout the year. As your council's PLC liaison, you will be charged with the two responsibilities outlined below:

1. The liaison acts as a conduit between the PLC and their local council. Although there will be no formal committee meetings during the year, the PLC co-chairs will regularly communicate with the liaisons regarding resources, topics of interest, and educational initiative updates to be shared with local council membership. Minimally, the Co-Chairs will send information to the liaison on or around each IRC Board Meeting. In turn, the committee liaisons should contact the committee chairs regarding questions and areas of need brought to them by their local membership. The intent of the new format is to establish a "loop" of communication between the local councils and the PLC. The liaison will support the local council and the PLC in the following ways:

- notify council membership of current resources the PLC shares throughout the year.
- utilize committee in seeking answers to questions regarding educational initiative
- inform Co-Chairs as new professional learning interests are identified

2. Each council within IRC's 10 state-wide regions will make a one-time commitment to provide resources for the PL Committee's LiveBinder and/or articles for an issue of the *Communicator* or *iCommunicate*. The submissions may be created specifically to meet their PLC commitment or they may be existing informational articles already published in the council's own newsletter. It is your role, as liaison, to identify and submit, to the PLC Co-Chairs, minimally one of the following. Specific examples are provided on the accompanying page.

- timely resources to share with IRC members on the PLC LiveBinder
- a review of a professional trade book
- an informative article including, but not limited to, topics such as best practice, instructional strategies, current educational initiatives.

Your council's submission should be sent to the Professional Learning Committee Co-Chairs at pd@illinoisreadingcouncil.org by the assigned due date. This will allow for sharing of new resources at the quarterly IRC board meetings as well as meeting the *Communicator* submission deadline.

Please contact us if you require further clarification regarding your role on this committee. Thank you for your continued support of IRC's mission to promote and teach lifelong literacy

Deb Hays & Gail Huizinga
Professional Learning Committee Co-Chairs

Yearly Submission Options for Professional Learning Committee Liaison

(Choose One)

The **LiveBinder** contains links to websites educators have found to be useful in their work implementing educational initiatives. *The LiveBinder can be accessed at the following link: [Professional Learning Committee LiveBinder](#).* There you will be able to click on the various tabs and see the variety of resources offered. Simply submit the website link(s) you or your colleagues have found to be helpful to the committee co-chairs. The link(s) will be placed it into the appropriate LiveBinder tab.

The **Communicator** article is any informational piece written by you or one of your council members for publication in IRC's newsletter, the *Communicator*. At the following link, [IRC Winter 2016 Communicator](#) you will see an article submitted by a council liaison. On page 5, the author shares a successful parent initiative, Pickles: Parents Involving Children, Keeping Literacy, Encouraging Self-Advancement, at their school. The article can be written specifically to meet your council's submission requirement or an article that has already appeared in a previous edition of your council's newsletter. Please realize taking something written by someone else off the internet is not recommended. You would need to gain their permission for reproduction. If it is an IRC council member submitting it directly to IRC, their permission is granted. It should be noted that each article is limited to 500 words.

A **Book Review** is intended to guide members to professional titles other educators have found valuable. Visit the link, [IRC Winter 2016 Communicator](#), to view an example located on page 12 of the newsletter. The council liaison highlights Jennifer Serravallo's book, ***The Literacy Teacher's Playbook Grades K-2: Four Steps for Turning Assessment Data into Goal-Directed Instruction***.