

## Book Study Protocol

- Membership should be voluntary, but inclusive.
- Decide a meeting schedule, meeting place, length of book to be read, and what will happen after the book is read. It is recommended that meetings last no more than one hour and be held at a consistent time and place.
- Select a responsible facilitator to keep the group on task and help manage the meetings.
- Select a book with a clear objective in mind. For example, use *Rigor Is NOT a Four-Letter Word* (2013) with teachers to launch the conversation about rigor or use *Rigorous Schools and Classrooms: Leading the Way* (2011) with school leaders or your school improvement team.
- Conversation is important in a book study. Members of the group share insights, ask questions about the text, and learn from others. It is important to talk about how the ideas can be applied directly in the classroom and how to overcome any potential obstacles.
- Journaling is a useful way for members to think about their reading and reflect on how it might be used.