

CASS Community of Practice YEAR PLAN - 2024/2025

Community of Practice Date & Time	Topics, Activities, Processes, Content to be Covered	Resources Required
August 14, 2024 at CASS/ASBOA Summer Learning Conference	<ul style="list-style-type: none"> • Convene your Community of Practice group. • Use the CASS Community of Practice Planning Tool and The Community of Practice Guide to draft the purpose statement for your group. • Enter your purpose statement into CASS Prospective. This will allow members who did not attend the August conference to see which CoPs are available for them to join. 	<ul style="list-style-type: none"> • Copies of planning tool on tables. • QR code on tables to link to CoP Guide.
September - November 2024	<ul style="list-style-type: none"> • Convene meetings of your Community of Practice. • Use the CASS Community of Practice Planning Tool and The Community of Practice Guide, outline your group's membership, leadership structure, and guidelines. • Develop a collaborative plan and begin to put it into action. • Members who were not able to attend the CASS/ASBOA Summer Learning Conference will see opportunities to join a Community of Practice advertised in CASS Connects. 	<ul style="list-style-type: none"> • CASS Community of Practice Planning Tool • Community of Practice Guide
November 8, 2024 at CASS FALL Conference	<ul style="list-style-type: none"> • Plan to engage with your Community of Practice in person during a session at this conference. • Consider embedding some reflective practice in this session and adjust your collaborative plan as required based on that reflection. • Consider connecting with other relevant communities of practice to enhance your learning and move closer to achieving your purpose. • Activate your collaborative plan. 	<ul style="list-style-type: none"> • Community of Practice collaborative plan • CASS Community of Practice Planning Tool • Community of Practice Guide
November 2024 - March 2025	<ul style="list-style-type: none"> • Convene meetings of your Community of Practice as outlined in your collaborative plan. • Communities of Practice will be encouraged to share their learning during a Community of Practice session at the CASS Annual Learning Conference in March. 	<ul style="list-style-type: none"> • CASS Community of Practice Planning Tool • Community of Practice Guide
March 21, 2025 at CASS Annual Learning Conference	<ul style="list-style-type: none"> • Using the Google Slide template provided, prepare a single slide to highlight the work of your Community of Practice over the year. • Be prepared to share a brief (3-5 minute) overview of your work during the Community of Practice Showcase at the March 2025 Annual Learning Conference. • Be sure to attend the showcase session that best meets your needs and hear the reflections and learnings from all other communities of practice. 	<ul style="list-style-type: none"> • Google slide template • CASS Pro-spective project