



Team Walk-Through Agenda

I. Prebrief

- a. Welcome and Introduction of Walk-Through Team Members
- b. Purpose and Process of Team Walk-Through
- c. Site Context for Classroom Observations
 - i. Overview of District and Site Academic Goals/Objectives
 - ii. Professional Development Opportunities Provided (related to goals)
 - iii. Current Student Data related to Goals/Grade Levels Visited
- d. Overview of Team Walk-Through Logistics
 - i. Walk-Through Schedule
 - ii. Observation Subgroups
 - iii. Criteria-Based Observation Form
 - iv. Quick Criteria Calibration
 - v. Norms or Agreements for Classroom Observations
 - vi. Quick Teacher Edition Study

II. Classroom Observations (according to provided schedule)

III. Debrief

- a. Individual Reflection and Notation Analysis
- b. Subgroup Analysis and Discussion
 - i. Strengths
 - ii. Areas of Concern
- c. Full Team Sharing and Analysis
 - i. Strengths
 - ii. Areas of Concern
 - iii. Clarification and Investigative Dialogue
- d. Proposed Action Steps/Focus of Instructional Monitoring Cycle
 - i. Specific Focus to be Taken/Program Objectives
 - ii. Possible Steps Toward Accomplishing Objectives
 - iii. Rough Timeline of Instructional Monitoring Cycle

IV. Site Leadership Debrief (specify criteria and timeline)

V. Staff Debrief (overview/discussion of findings; initiate Monitoring Cycle)