



Team Walk-Through Highlights

The Purpose of the Team Walk-Through is to:

- Observe the teaching-learning process in specified classrooms
- Gather qualitative data about program implementation
- Analyze observation data to identify common findings
- Illuminate quantitative student achievement data
- Establish agreed-upon action steps for continued improvement
- Determine both formal and informal professional development opportunities
- Reveal system-wide implementation issues that must be immediately addressed
- Gain relevant information on effective teaching practices

The Process for the day is as follows:

- The Prebrief is scheduled the first part of the day to allow the team to meet/assemble, gaining a context for classrooms observations through an overview of current data analysis, professional development, monitoring, and site objectives
- The Classroom Observations are held to gather qualitative data/information related to program implementation goals as specified by selected observation criteria
- The Debrief is scheduled after the observations for subgroups and the larger team to reflect and share, identifying strengths, areas of concern/need, and next steps related to current district/site goals; dialogue ensues for the purpose of clarifying points through deep, rich dialogue
- The Instructional Monitoring Cycle is the on-going process held at the end of the Team Walk-Through to put determined action steps in place, with a role for each stakeholder (setting expectations, providing professional development, monitoring classrooms, sharing progress, and refining to effective implementation)

The Norms or Agreements for Classroom Observations are as follows:

- Respect each teacher's room as if it were your own
- Remain as inconspicuous as possible, minimizing distractions by limiting conversations and movement
- Maintain neutral facial expression without judgment (except to put both the students and the teacher at ease with a SMILE)
- Take careful notes related to the intended outcomes of the Team Walk-Through; follow the lesson from the Teacher's Edition for instructional clarification
- Maintain confidentiality at all times (even after the event)

The Norms or Agreements for the Prebrief and the Debrief are as follows:

- Participate fully and honestly in reflection, analysis and discussion
- Listen attentively and ask questions of those on the team
- Focus on issues that support academic coherence toward program goals
- Highlight findings, clearly articulating relevant data gathered
- Contribute to site action steps and support appropriate follow-through (Instructional Monitoring Cycle), including communication efforts