



Instructional Focus Review

School Name

Date

Principal

Instructional Superintendent

Agenda

15	Welcome and review agenda for the day
30	School Leader and ILT present an overview of the school's instructional focus answering the questions posted on slide # 4. The presentation should allow at least 5 minutes for clarifying questions
10	Review observation protocol
5	Review observation schedule
60	Classroom observations (small teams of 3-4 people visit classrooms for 10-15 minutes and gather low inference data related to the instructional focus)
60	Reconvene the IFR team to debrief observations using the Affinity Mapping Protocol - commitment to next steps (QSP)
10	Team Reflection on process and feedback to IFR team

Identifying the Instructional Focus

Briefly describe the process of arriving at the Instructional Focus. Who was involved? What tasks did you engage in? Who planned and facilitated the work?

IF Goals

What key actions did you plan for in the QSP related to the IF?

Current State of Instructional Focus

Please share the arc of your work with the IF this year. Here are some guiding questions you can consider as you decide what to share with the IFR team (please insert additional slides as needed). **At a minimum, please answer question #6.**

1. How has the ILT been working on the IF?
2. How have grade level and/or content teams been working on the IF?
3. What aspects of IF-related classroom practice have teachers been working on?
4. How have you helped your students and families engage and learn about the work of your IF?
5. How are you monitoring for the impact of your IF-related work on:
 - a. teacher practice?
 - b. Students who have traditionally been marginalized?
 - c. Describe any tools you have been using to collect observational data on the instructional focus.
6. **As of today what are your current challenges with IF implementation? (e.g. What is the team grappling with? Where do you feel stuck?)**

What to Look For

Given what you've shared about the work to date and the current state of affairs, what do you want the IFR team to look for today?

Please share the focusing questions you would like the IFR team to use as we visit classrooms or team meetings.

Observation Debrief

Affinity Mapping Protocol

- On post-it notes, write down as many low inference observations as you can that are specifically related to the instructional focus (write one observation per note)
- Review the data collected and sort them into categories (In observation teams)
- *Identify* patterns and trends that emerge from the data
- *Predict* what will be the result in student learning based on this evidence.
- *Draft* a statement about the current state of the instructional focus
- Whole team share out of categories and themes/patterns

Feedback will be captured in the key observations/ commendations, recommendations section of the QSP.

The Next Level of Work for the School

The school leader and ILT reflect back to IFR team what they are taking away from the discussion and propose a set of next action steps to move the work forward. The team refines the goals for the Instructional Focus.