

Instructional Leadership Planner

Focused Practices List the names of the practices that will serve as a central point of your improvement plan and are aligned with your improvement goals. We recommend that instructional leaders focus on three to five practices.	Description of Practice Describe the practice and what it looks like when implemented with success.	Professional Development Describe and schedule (list dates and times) the professional development you will provide to teachers to support their implementation of the practice.	Information Sharing Describe and schedule when you will share information and data related to your observations and observations to monitor the implementation of the practice.
Example: Clear Daily Objective	Teachers should create a daily objective(s) that highlights for students what it is that should know and be able to do by the end of the lesson. The objective should: <ol style="list-style-type: none"> 1. Be visible and referred to throughout the lesson. This will give you and your student's clarity for the purpose of the lesson. 2. Answer the question "What is it we want students to know and learn?" Please note that an objective is not an agenda for the day. It states what the students should learn by the end of class. 3. Be articulated by students. In other words, if an observer asks a student what the objective for the day is, students should be able to describe what they are expected to learn that period. 	Quarter 1 Professional Development Day,-PD Day 1: September 2, 2019. 9:00 a.m.-11:30 a.m. PD Day 2: October 7, 2019 9:00 a.m.-11:30 a.m. <ol style="list-style-type: none"> 1. Teachers will come together as a whole staff to review and reflect on Marzano's tips on designing an effective learning objective. Teachers will be asked to provide evidence of the practice and to work collaboratively to develop ways they might implement the practice in their daily lessons. 2. At the end of the session, administration will clearly articulate what success in the practice looks like and what will be the look-fors during walk-throughs. 3. Walk-Through windows or time frames will be shared with teachers. 	Quarter 1 <ol style="list-style-type: none"> 1. Data on the number or percentage of observations in which evidence of successful implementation was present will be shared with teachers on a tri-weekly basis. 2. Administrators will provide clearly articulated, qualitative examples of this practice when implemented with success based on their walkthroughs. 3. Data will be shared on the following dates: <ul style="list-style-type: none"> • September 23-staff meeting • October 14-staff meeting • November 3-staff meeting

Instructional Leadership Planner
Observation Tool

Focused Practices Teachers should create a daily objective(s) that highlights for students what it is that should know and be able to do by the end of the lesson. The objective should:	Teacher/Department to be Observed	Date/Time Frame for Observation	Administrator/Instructional Leadership Responsible	Notes/Description of Feedback Provided to Teacher
1. Be visible and referred to throughout the lesson. This will give you and your student's clarity for the purpose of the lesson. 2. Answer the question "What is it we want students to know and learn?" Please note that an objective is not an agenda for the day. It states what the students should learn by the end of class. 3. Be articulated by students. In other words, if an observer asks a student what the objective for the day is, students should be able to describe what they are expected to learn that period.	English Language Arts	September 5-September 20, 2019	Dixon	
	Social Studies	September 5-September 20, 2019	Waiksnis	
	Mathematics	September 5-September 20, 2019	Smith	
	Science	September 5-September 20, 2019	German	

Instructional Leadership Planner
Information Sharing Tool

Focused Practices Teachers should create a daily objective(s) that highlights for students what it is that should know and be able to do by the end of the lesson. The objective should:	Subject Area or Teacher Name	Total Number of Observations Conducted	Total Number of Observations Conducted in which evidence of successful implementation was present.	Success Percentage	Exemplars of Success. Provide clearly articulated, qualitative examples of this practice when implemented with success based on their walkthroughs.
1. Be visible and referred to throughout the lesson. This will give you and your student's clarity for the purpose of the lesson. 2. Answer the question "What is it we want students to know and learn?" Please note that an objective is not an agenda for the day. It states what the students should learn by the end of class. 3. Be articulated by students. In other words, if an observer asks a student what the objective for the day is, students should be able to describe what they are expected to learn that period.	English Language Arts				
	Social Studies				
	Mathematics				
	Science				