

Principal and Assistant Principal Instructional Review

Unpacking My School Data

School Name:	Dates of Data Collection: Date Due to Blount, Byrd-Wright, Thomas
Number of Instructional Days for Walkthroughs: <ul style="list-style-type: none"> 10 Days 10 X 5 walks per day = 50 Possible Walks per person 	Number of Instructional Weeks for Lesson Plan Review: <ul style="list-style-type: none">
Total count of walkthroughs per administrator during the dates of data collection <i>(must be entered into tools to count):</i>	Principal: Walkthroughs = Formals= Assist. Prin: Walkthroughs = Formals =
Number of lessons reviewed and entered into the alignment tool per administrator during dates of data collection	Principal = Assistant Principal =

INSTRUCTIONAL WALKS

Person Completing Walkthroughs	ENGLISH % of walks conducted within timelines above	MATH % of walks conducted within timelines above	HISTORY % of walks conducted within timelines above	SCIENCE % of walks conducted within timelines above	ELECTIVES % of walks conducted within timelines above
Principal	%	%	%	%	%
Assistant Principal	%	%	%	%	%
Analysis and Response to the Data	ENGLISH	MATH	HISTORY	SCIENCE	ELECTIVES
Overall observational trends concerning instructional technique (example: teacher stands in front of class and lectures)	Your Opinion... Data not needed... What do you ALWAYS see in classes?				

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Greatest Strength(s) Noted in the Data	You must have data here! No opinions allowed Must come from instructional walks!				
Greatest Concern(s) Noted in the Data	You must have data here! No opinions allowed Must come from instructional walks!				
Action for change and Professional Development Conducted based on Data (topic and dates)	Need an action step that WILL happen next, and a date - not in the "past"				
How does this connect to your Instructional Focus Areas for the year?	Reflect on our summer series where we unpacked the data and you identified your focus areas.				

LESSON PLAN ALIGNMENT

Person Completing Lesson Review Tool	ENGLISH % of lesson reviews within timelines above	MATH % of lesson reviews within timelines above	HISTORY % of lesson reviews within timelines above	SCIENCE % of lesson reviews within timelines above	ELECTIVES % of lesson reviews within timelines above
Principal	%	%	%	%	%
Assistant Principal	%	%	%	%	%
Analysis and Response to the Data	ENGLISH	MATH	HISTORY	SCIENCE	ELECTIVES
Greatest Strength(s)					

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Noted in the Data					
Greatest Concern(s) Noted in the Data					
Professional Development Conducted based on Data (topic and dates)					