Recommendations for Administrators Supporting Teachers

➢ Help teachers create a positive classroom culture
  o Promote a culture that encourages conversation, dialogue and listening.
  o Investigate “quiet” classrooms. Who is doing the talking/listening?
  o Model good questioning, probing and listening.

➢ Support teachers’ efforts for using developmentally appropriate practices
  o Ask teachers to think about the types of learning formats they use (e.g., whole group, small group, centers/stations). Is there a balance? Do the learning formats they use provide opportunities for students to interact with each other and the materials in the classroom?
  o Offer an opportunity for teachers to reflect on their current instructional practices and consider how they might enhance what they’re doing to increase active participation in engaging learning experiences.
  o Allow opportunities for teachers to try new practices.
  o Arrange for teachers to visit colleagues who successfully use various learning formats and instructional strategies.

➢ Support intentional planning and decision making by providing opportunities for teachers to work and learn together
  o Put it on the agenda (PLC Meetings, Staff Meetings) to talk through the evidences and the process.
  o Participate in on-site or online Professional Learning Communities (PLCs) that discuss observation-based data collection and data trends.
  o Provide planning time for pilot teachers to meet with others (e.g., grade specific, cross-grade, support staff).
  o Establish protocols for collaboration and identify expected outcomes.

➢ Check-in with teachers
  o Establish a communication protocol - who, how, when.
  o Determine a focus and make time to visit classrooms, talk with teachers, and ask questions.
  o Use your own observation data and faculty input to determine staff development opportunities.
  o Capture positive happenings and celebrate the learning experiences.

➢ Support technology efforts
  o Provide strong wireless connection and access to a computer in the classroom.
  o Arrange access to a tablet/smartphone for collecting evidence.
  o Encourage teachers to use the App on their phone/tablet to collect evidences.
  o Supply contact information for tech support (local and Teaching Strategies).

➢ Consider adjusting time, policies and/or personnel to provide additional support
  o Consider schedule adjustments.
  o Reallocate time on agendas for current meetings to allow specific time for work and collaboration.
  o Consider removing other expectations.
  o Offer additional support in the classroom.
  o Think about how other staff could support this process (e.g., instructional coaches, ELL, EC).