

Observation Guidelines — Instructional Rounds

Purpose

The purpose of Instructional Rounds classroom observations is to

- (a) provide a snapshot of the current state of teaching throughout the District,
- (b) identify what is working in the District's classrooms, and
- (c) form a common understanding among the school and district staff on what constitutes good teaching.

These observations are not evaluative and cannot be used to evaluate individual teachers and should not be used to form opinions on the quality of individual teachers.

Keys to success

To ensure that the Instructional Rounds process generates good will among all participants, it is important to observe certain guidelines during and after classroom visits:

- A. Maintain the purpose of the observations
- B. Avoid providing feedback to the teacher
- C. Avoid discussing particular events with those not in the observation group
- D. Focus on the observation data points
- E. Focus on what was observed, not on what was not observed
- F. Avoid letting the markings of other observers influence your own
- G. Avoid impacting the classroom environment
- H. Avoid singling out teachers during post-observation discussions