



SAMPLE FRAMEWORK FOR 2.5 HOUR (150 Minutes) WEEKLY SCHOOL VISIT

The District Shepherd and the turnaround team conduct purposeful weekly school visits to each turnaround school that impacts leadership practice. This framework can be supplemented by additional types of school visits:

- Regularly scheduled (maybe monthly) “deep-dive” school visits in which only one or two particular areas are focused on (i.e. observing several data analysis meetings or navigating throughout the campus to assess student culture using a rubric) for several hours.
- Unannounced school visits that do not take the principal away from their scheduled activities.

<p>FOLLOW-UP DISCUSSION – Action items and feedback from previous week are discussed to ensure agreed upon next steps have been taken.</p>	<p>15 Minutes</p>
<p>PRINCIPAL DEVELOPMENT – This might be a stand-alone section, or it can be embedded into the other areas. What is the Shepherd doing to support the leadership capacity of the principal?</p>	<p>15 Minutes</p>
<p>COMMON EXPECTATIONS – A small number of common expectations are deeply discussed and monitored each week. Classroom observations and school meetings are observed aligned to common expectations where appropriate.</p>	<p>40 Minutes</p>

<p>90 DAY PLANS – <i>One or two specific priorities from 90 Day Plans are discussed and monitored each week. Classroom observations and school meetings are observed aligned to priorities where appropriate.</i></p>	<p>40 Minutes</p>
<p>TALENT MANAGEMENT – <i>The District Shepherd and the turnaround team guide principals on supporting the development of teachers and holding school personnel accountable for performance. Classroom observations take place where appropriate.</i></p>	<p>15 Minutes</p>
<p>PRINCIPAL INITIATED CONCERNS – <i>potentially on “management” type items (transportation, parents, etc.)</i></p>	<p>15 Minutes</p>
<p>FORMALIZE ACTION ITEMS – <i>with timeline and clear identification of who is responsible for each action item.</i></p>	<p>10 Minutes</p>