



STAKEHOLDER COMMUNICATION SESSION SAMPLE PLAN

A school may want to address the following points with the school community at a faculty meeting or special briefing session following the completion of a *Learning Walkthrough*:

- Revisit the Focus of Inquiry and its relationship to the School Improvement Plan.
- Review the process of *Learning Walkthroughs* and its benefits to the school.
- Provide an overview of the completed *Learning Walkthrough*. Include the number of classrooms visited, the size of the teams, and the total number of participating classrooms.
- Identify those who were involved in collecting the evidence and visiting the classrooms.
- Share the debriefing notes. Briefly discuss each summary statement and the supporting evidence.
- Highlight the fact that the goal is to use the information to contribute to the learning and development of *all* individuals in the building—students and staff.
- Assure teachers that the process is not for evaluation, but for identifying trends and practices that will lead to improved student learning and achievement.
- Share next steps and the schedule for subsequent *Learning Walkthroughs*.
- Provide an opportunity for questions and answers.