



LEARNING WALKTHROUGH SITE VISIT SAMPLE SCHEDULE

ABC School

Date: _____

Focus of Inquiry: _____

Team A	Team B
1. Principal 2. District Department Head 3. School-Based Special Education Director 4. Teacher Leader 5. ESE Representative (one-time guest) 6. Representative from Community Partner (one-time guest)	1. Assistant Principal 2. District Department Head 3. District English Language Learner Representative 4. Instructional Coach 5. Veteran Teacher 6. ESE Representative (one-time guest)

8:00 – 8:50	Orientation: LW Team Member Introductions, Protocol Review, and Schedule Review (Conference Room)	
8:50 – 9:00	Transition to Classrooms	
	Team A	Team B
9:00 – 9:25	Grade 8 Room 229	Grade 8 Room 132
9:25 – 9:40	Hall Work	
9:40 – 10:05	Grade 7 Room 125	Grade 8 Room 130
10:05 – 10:20	Hall Work	
10:20 – 10:45	Grade 6 Room 133	Grade 7 Room 224
10:45 – 11:00	Hall Work	
11:00 – 11:25	Grade 6 Room 249	Grade 6 Room 216
11:25 – 11:40	Hall Work	
11:40 – Noon	Transition to Debrief	
Noon – 12:45 (working lunch)	Debrief Classroom Visits (in teams) 1. Discussion of evidence (30 min) 2. Consensus on patterns (15 min)	
12:45 – 3:00	Debrief Classroom Visits (full group): 1. Consensus on patterns across teams (30 min) 2. Generate Summary Statements (15 min) 3. Identify quick wins (20 min) 4. Determine plan for communicating with stakeholders (15 min) 5. Identify next steps (15 min) 6. Evaluate the day (15 min)	