

## Walk-through Expectations



Any teacher (professional or apprentice) who previously scored a 5 on his or her overall evaluation or individual growth measure will be required to have one unannounced classroom visit covering three observation domains, as well as **two walk-throughs**. Walk-throughs are a new expectation this year as a result of the policy change which streamlined observation requirements for highly effective teachers. Below are guidelines for walk-throughs:

- **Time:** Evaluators should spend 10-15 minutes in the classroom during a walk-through.
- **Focus:** There are various ways that an evaluator can focus a walk-through depending on the classroom context. A few suggested ideas include:
  - Focusing on an area of reinforcement from the first semester classroom visit with the intention of learning more about and spreading successful practices across the school
  - Focusing on an area of refinement from the first semester classroom visit to support additional improvement
  - Focusing on the four indicators most important to Common Core: Thinking, Problem Solving, Questioning, and Academic Feedback
- **Feedback:** Although walk-throughs are unscored it is still important to provide feedback. A formal post-conference is not necessary after the walk-throughs. A brief informal conversation or an email following the walk-through to share immediate feedback is sufficient.

A summative conference at the end of the school year to discuss a teacher's performance holistically is an important part of the feedback process for all teachers, including teachers who received one classroom visit and two walk-throughs.

- **Nuts and bolts:** Walk-throughs are unscored. Evaluators have latitude to focus their walk-throughs as they deem appropriate. Evaluators should continue to collect evidence from walk-throughs to share with teachers through informal feedback as well as the year-end summative conference.
- **Documentation:** Documentation of walk-throughs is at the discretion of each district. The only data collected at state level on walk-throughs will be to indicate completion of the walk-through process in the data system.