

MEETING #1 HANDOUT

PROGRAM OBJECTIVES

Part	Meeting	Objectives	Date and time of meeting
WHAT & WHY	Meeting #1: What is Data Wise?	<ul style="list-style-type: none"> • Reflect on what we have already learned about using data to improve instruction. • Learn about the origins and intent of the Data Wise Improvement Process. • Acknowledge our fears and hopes about observing practice. • Establish norms for our collaborative work. 	
	Meeting #2: Taking Stock	<ul style="list-style-type: none"> • Take stock of where we are in using data to improve learning and teaching. • Appreciate the differences among descriptions, inferences, and judgments. • Practice sticking to evidence. 	
	Meeting #3: Key Elements of Observing Practice	<ul style="list-style-type: none"> • Understand why observing practice is essential to using data to improve learning and teaching. • Encourage questions about observing practice. • Encourage questions about how we will be developing our skill at observing practice. 	
HOW	Meeting #4: FOCUS	<ul style="list-style-type: none"> • Understand the importance of clarifying the purpose of an observation. • Learn the objectives of a FOCUS meeting. • Use descriptive language to bring out details of what we see. 	
	Meeting #5: OBSERVE	<ul style="list-style-type: none"> • Describe teaching and learning using evidence. 	
	Meeting #6: DEBRIEF	<ul style="list-style-type: none"> • Understand the importance of debriefing an observation. • Discuss what we will do when we debrief our own observations. 	
	Meeting #7: ADJUST	<ul style="list-style-type: none"> • Further develop our skill at describing teaching and learning using evidence. • Practice brainstorming ideas for adjusting practice. 	
	Meeting #8: FOLLOW UP	<ul style="list-style-type: none"> • Understand the cyclical nature of improving instruction. • Reflect on how we want our own observation of practice to look. 	
PRACTICE	Meeting #9: Making the Process Our Own	<ul style="list-style-type: none"> • Determine our purpose for observing our practice. • Create a plan for observing our practice that addresses the five key elements. 	
	Interlude: Doing the Work Go through one or more rounds of observing our own practice using our own protocol that includes all five of the key elements.		
	Meeting #10: Looking Ahead	<ul style="list-style-type: none"> • Celebrate our successes. • Reflect on what we have learned; use that learning to inform our practice. 	