

Instructional Work Planning Document

School:	
Teacher Name:	
Teacher Choose a Class to focus this work on:	
Grade of Students:	

1. Lazer-Like Instructional Focus *(1 selected by the teacher):*

- ☐ Easy to implement strategies to help teach in the Block schedule (secondary)
 - ☐ Gradual Release of Responsibility process
 - ☐ Increasing Student Questioning techniques
 - ☐ Increasing Student Total Participation techniques
 - ☐ Formative Assessment Practices
 - ☐ Setting Clear Learning Intentions and outlining "What does good look like" within student learning tasks (assignments/ activities)
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2. Initial Meeting to Unpack the topic and goals *(Digital Team & Individual Guru):*

Questions to Explore during Conversation:

1. Describe the current environment for the class you selected: Virtual, Face to Face, Mix (virtual & F2F)
2. What do you currently notice about your students in relation to the focus you identified?
3. If you could have Amazon deliver you something that would provide added value to what your area of focus is, what would it be?

Co-Developed Goal:

Co-Planning Strategies and steps or resources:

3. Our Implementation Process:

What to do	Strategies/ Tips	NOTES
Capture Current State Teacher Records & Shares Lesson that relates to the instructional focus selected by the teacher.	☐ Record 1 element (not a whole class) ☐ Identify if this element is done with students virtually, face to face or both ☐ Select a process or tools for recording	
Review Current State Teacher and Digital Team watch recorded lessons, independently.	Things to consider when watching your video: • What did you notice? • What were you thinking during that moment? • How did that match up to what you expected? • What would you keep/drop/add?	Things to consider when watching the video: • What did you notice? • What were you thinking during that moment? • How did that match up to what you expected? • What would you keep/dro /add?
Debrief & Move Forward Teacher and Digital Team member meet via Google Meet to: ☐ debrief lesson element ☐ analyze student outcomes or data ☐ consider strategies ☐ Assess if and what next steps may be needed	Teacher Notes:	CoachNotes:

4. List things to highlight when we are developing vinyets (co-listed by coach and coachee)