

ILT Meeting De-Brief Note-Catcher Guidance

The ILT Meeting De-brief Template was used to create a simple “Note-Catcher” that teacher teams may use to record their observations as they carefully mine their assigned data source for information useful to the team. This template will be populated during the Step 2 “Jig-Saw” and used as a “notes page” when teacher teams report their “findings” to the full team in Step 4. The completed template may also be referenced in Step 5 by other teachers who will have reviewed other data sources. Each data source will be interrogated using the following questions:

- What does this data source reveal regarding *instructional methods* that were in use during the remote learning period?
- What does this data source reveal regarding *learning gain or loss* during the remote learning period?
- What does this data source reveal regarding *instructional technology use / access* during the remote learning period?
- What does this data source reveal about *traditional instructional materials* that may have been used during the remote learning period?
- What does this data source reveal about the *social emotional needs* of teachers, students, and caregivers during the remote learning period?
- What does this data source reveal regarding the *provision of basic human needs* of teachers, students, and families during the remote learning period?
- What does this data source reveal regarding *equity issues* that may have been exposed or exacerbated during the remote learning period?

The data summaries from each data source will be considered cumulatively during a second review in Step 5 using the School Reform Initiative Atlas Data Protocol -or- a local equivalent.

<https://www.schoolreforminitiative.org/download/atlas-looking-at-data/>