

Lesson Link[®]: Debriefing Protocol

FINAL DEBRIEF

NORMS

In order to maximize learning during the debriefing conversation, please keep in mind the following norms:

- Focus the conversation on the **lesson**, not the teacher.
- Use data (student work, observation notes) to guide your discussion about achieving the lesson objective.
- Monitor your own airtime.

PROTOCOL

1. Observers silently review and organize notes (2 minutes)

- a. Observers review the data collected during the observation.
- b. Each observer highlights key points from notes and determines evidence to share with the group.
- c. Observers note suggested revisions and/or modifications to the lesson, and any key findings and/or future discussion items.

2. Instructor shares (3 minutes)

- a. The teacher who taught the lesson shares his/her reflections.
 - i. *What went well with respect to achieving the lesson objectives?*
 - ii. *What was learned in planning and conducting today's lesson?*
 - iii. *What are the recommendations for improving the next lesson?*

3. Observers share (8-10 minutes)

- a. Each observer shares insights and feedback from data collected during the lesson observation. The comment of each observer should be directly rooted in data (e.g., *I noticed that when we asked students to respond to the question at the end of the read aloud, only 4 out of 20 students raised their hand*).

4. Examination of student work (8-10 minutes)

- a. The group uses the following questions to guide the examination of student work:
 - i. *Does the student work match what our observation data show?*
 - ii. *Was the objective of the lesson met? What evidence (from student work) demonstrates that the lesson objectives were met for all students?*
 - iii. *What do the data suggest about the students' progress on the goals we set for the year?*
- b. During the 2nd and 3rd rotation of the lesson being taught, the group may wish to discuss the changes that were made between the two lessons and how effective these changes were in achieving the overarching goals of the lesson.

5. Lesson revision – (10-20 minutes)

- a. *How can we modify this lesson to more effectively achieve its objective for all students?*

6. What have we learned that we need to remember when we go into our next Lesson LinkSM cycle?

- a. *What have we learned about our students?*
- b. *What have we learned about lesson design?*
- c. *What have we learned about our own instructional practices?*

Please note: Debriefing times may range from 30-45 minutes (depending on the schedule of the day). The chart below indicates how the protocol may be used for a 30-minute debrief or a 45-minute debrief.

31 Minute Debrief	Time	45 Minute Debrief	Time
Observers review and organize notes	2 minutes	Observers review and organize notes	2 minutes
Instructor shares	3 minutes	Instructor shares	3 minutes
Observers share	8 minutes	Observers share	10 minutes
Examination of student work	8 minutes	Examination of student work	10 minutes
Lesson revision	10 minutes	Lesson revision	20 minutes