

# Educator Focus Group Protocol

Facilitator: \_\_\_\_\_ School: \_\_\_\_\_

Welcome! Thank you for taking the time to discuss your experience as an educator at this school. I am \_\_\_\_\_. I am collaborating with your school to gather feedback from various members of the school community to inform the school's improvement plan for next year.

This focus group is part of a larger process to take stock of stakeholders' experiences in this school. We gathered a lot of valuable feedback from the educator survey that you completed a few weeks ago. Today, we hope to dig a little deeper into a few targeted areas to better understand current systems and practices that influence your work.

There are no "wrong" answers to any of these questions. We are interested in hearing your perspectives as educators.

We value confidentiality. We will not associate any feedback that comes out of this focus group with a particular individual. We will host several educator focus groups today. In reporting what we learn through multiple educator focus groups, we will only report general themes – highlighting areas of consistency and inconsistency.

	<b>QUESTION</b>	<b>ESSENTIAL PRACTICE CONNECTIONS:</b>
<b>1</b>	What is your role? How long have you been in this role?	
<b>2</b>	How would you describe the leadership model at this school?	6, 8, 11, 7, 16
<b>3</b>	How or in what ways do you participate in decision-making at the school? (Prompt for examples from list below) <ul style="list-style-type: none"> <li><input type="radio"/> Curriculum</li> <li><input type="radio"/> Instruction</li> <li><input type="radio"/> Discipline or behavioral supports</li> <li><input type="radio"/> Professional learning</li> <li><input type="radio"/> School goals &amp; priorities</li> <li><input type="radio"/> Family engagement</li> </ul>	8, 1, 2, 3, 7, 9, 11, 12, 13, 14, 16, 17, 18
<b>4</b>	How does student need inform the allocation of resources, such as personnel and programs?	9, 10, 3
<b>5</b>	Do school leaders set expectations for your classroom practice? How are those expectations communicated to you?	6, 18

**QUESTION****ESSENTIAL PRACTICE CONNECTIONS:**

<b>6</b>	<p>How do you use assessments to monitor student learning? How are these data used for decision-making? What protocols and routines do you use when examining data? (Prompt for examples from list below)</p> <ul style="list-style-type: none"><li>○ Diagnostic</li><li>○ Formative</li><li>○ Summative</li></ul>	3, 4, 13, 18
<b>7</b>	<p>What systems are in place to ensure students know their individual learning goals and needs and can advocate for those needs?</p>	6, 4, 14
<b>8</b>	<p>How often are classroom observations conducted?</p> <ul style="list-style-type: none"><li>○ Who conducts classroom observations and for what purpose?</li><li>○ How do you receive feedback after classroom observations?</li></ul>	5, 6, 11, 18
<b>9</b>	<p>How are goals for professional learning at the school established and achieved? How is professional learning evaluated?</p> <ul style="list-style-type: none"><li>○ What supports have you received to apply your professional learning to the classroom?</li><li>○ How do you know what effect your professional learning has on your students?</li></ul>	16, 17, 18
<b>10</b>	<p>How does the school work with families? (Prompt for examples using the list below)</p> <ul style="list-style-type: none"><li>○ Support families with establishing a home environment conducive to learning</li><li>○ Design effective communications between school and home</li><li>○ Provide ideas to families to help students at home</li></ul>	14
<b>11</b>	<p>How are families involved in school decisions?</p>	7, 11, 14, 6
<b>12</b>	<p>How do you partner with the community? For what purposes?</p>	15
<b>13</b>	<p>Is there anything else about your experience teaching at this school that you feel is important to share?</p>	Map based on topics in responses