

# DO YOU WANT TO...

- Recognize excellent instruction and validate the efforts of your staff?
- Initiate self-reflection among your paraprofessionals?
- Help paraprofessionals discover their untapped potential?
- Maximize the time & energy spent on your number one job - instructional leadership?



## Designing Quality INSTRUCTIONAL FEEDBACK

### To get paraprofessionals to think about their practice...

- Establish shared expectations that are clear, rigorous, and research-based
- Provide feedback anchored in evidence
- Ensure opportunity for self-directed growth

### To improve quality of instructional feedback...

- Get in the classroom frequently
- Conduct observations based on shared instructional goals and look-fors
- Collect valid and reliable data by regularly conducting observer calibration

### Before you design instructional feedback, briefly consider the following...

1. What is the instructional goal or look-for on which the feedback will focus?
2. What is the research best-practice surrounding that instructional practice or look-for?
3. What is the data set (summary or disaggregated report) upon which the feedback will be based?
4. When the goal and the data are compared or cross-walked, what do the results indicate?

# Five Components of Written Feedback



1. **Starter/Opening Comment** - Remember, the focus is student success. Depersonalize the written comments.
2. **High-Five** - The #1 purpose of classroom observation is to catch paraprofessionals in the act of delivering excellent instructional support. The effect of the High-Five is maximized when it is data-based, as opposed to feelings, opinions, or emotions.
3. **Probing Question** - Focus on a specific instructional goal or look-for. Use a non-dichotomous format with multiple solutions. Focus on the here and now OR the future (not the past) AND engage creativity - ponder, think, wonder.

- Goal or Look-for
- Focus on the present or future, not the past
- Non-dichotomous format
- Engage Creativity
- Assume multiple solutions

4. **Additional Probing Questions** - When crafting quality feedback, "less is more." Include an additional probing question or two, but only if it will enhance the overall response.
5. **Closure** - This step is optional. Written feedback is typically brief and focused; therefore, a summary statement or closing comment may be extraneous. If needed, closure may be used to add emphasis or importance to the prior comments.