# Instructional Excellence Support Guide:Overview & Support Tool

**Overview**

This Opportunity Culture Instructional Excellence Support Guide builds on the [Instructional Excellence Summary](https://opportunityculture.org/wp-content/uploads/2016/12/Instructional_Excellence_Summary-Public_Impact.pdf), which highlights key elements of instruction that help students achieve high-growth learning.

This guide provides **detailed actions** for each element of the [Instructional Excellence Summary](https://opportunityculture.org/wp-content/uploads/2016/12/Instructional_Excellence_Summary-Public_Impact.pdf), and **help for multi-classroom leaders** in using that detail to guide and support teachers. See the [Instructional Leadership & Excellence web pages](https://www.opportunityculture.org/instructional-leadership-and-excellence/) for free training, teaching team study guides, educator videos, and more help for teachers, multi-classroom leaders, principals, and others in Opportunity Culture schools.

*As Public Impact continues to develop resources, this guide will be added to the* [*Opportunity Culture School Excellence Portal*](https://www.opportunityculture.org/school-excellence-portal/)*, where educators can directly record and track strengths, development needs, and trends during observations. Eventually, Opportunity Culture educators will be able to view anonymous examples and compare instructional practice to teachers throughout the Opportunity Culture network. In addition, Public Impact will be inviting examples from teachers to share with other teachers.*

**Instructions**:

* **Click on each major element of instructional excellence**, using the table below.
	+ This will take you to aprintable, checkable **Instructional Excellence Action List** with suggested **actions for each element**. Download and save or print a copy for each teacher you lead.
* Also print or download the **Support Tool** on the following page for each teacher.
* Use to **guide teachers initially, record observations, provide feedback,** and **identify next steps as part of your coaching** **conversations** with team teachers.
* For **observation, feedback,** and **coaching,** follow the directions on the Educator Instructional Excellence Support Tool.
* **Look for similarities across your teaching team. Use team time to:**
	+ **celebrate** common areas of success;
	+ **develop** common areas of improvement needed.

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|  | **DELIVER Instruction** | **IMPROVE Instruction** |
| **PLAN**Before the School Year | * Raise sights, quality, and consistency by [planning ahead](https://www.opportunityculture.org/wp-content/uploads/2021/04/Instructional_Excellence_Action_List_Plan_Ahead-Public_Impact.docx) ***for instructional delivery***
 | * Raise sights, quality, and consistency by [planning ahead](https://www.opportunityculture.org/wp-content/uploads/2021/04/Instructional_Excellence_Action_List_Plan_Ahead-Public_Impact.docx) ***for instructional improvement*** *during the year*
 |
| **IMPLEMENT**During the School Year | * [Connect](https://www.opportunityculture.org/wp-content/uploads/2019/12/Instructional_Excellence_Action_List_Connect-Public_Impact.docx)with students and families to cultivate a culture of learning
* [Lead](https://www.opportunityculture.org/wp-content/uploads/2019/12/Instructional_Excellence_Action_List_Lead_the_Classroom-Public_Impact.docx) the Classroom
* **Execute** rigorous, personalized lessons for mastery & growth
 | * [Monitor](https://www.opportunityculture.org/wp-content/uploads/2021/04/Instructional_Excellence_Action_List_Monitor_and_Adjust-Public_Impact.docx) student learning data during year
* [Adjust](https://www.opportunityculture.org/wp-content/uploads/2021/04/Instructional_Excellence_Action_List_Monitor_and_Adjust-Public_Impact.docx)instruction to meet each student’s needs
* **Share** data with students & families
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| **CONTINUOUSLY IMPROVE instructional delivery & improvement process & tools** |

**Educator Instructional Excellence Support Tool**

Multi-classroom leaders and their team members may use this form with the Instructional Excellence Action Lists and Instructional Excellence Summary. Multi-classroom leaders can summarize feedback from others on a separate copy of this form to give ongoing feedback and coaching to each teacher.

* MCLs using this tool for a 1–2 week coaching cycle may limit targeted improvements to one per cycle.
* With a longer coaching cycle, include 2–4 targeted changes.
* Items with \* on each Instructional Excellence Action List are essentials to master first and practice consistently; prioritize these.
* Some improvements will require repeat attention to achieve mastery and strong habits.

**Date:**  **Person Being Observed:**   **Observer/Teammate Name/Role:**

**To be answered by person doing the rating:**

1. What are 2 to 4 things that this person is **doing well** from the [Instructional Excellence Summary](https://www.opportunityculture.org/wp-content/uploads/2016/12/Instructional_Excellence_Summary-Public_Impact.pdf)?

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| **2–4 things this teacher is doing well instructionally.** **Great job! Keep it up!** | **Section of** [Instructional Excellence Summary](https://www.opportunityculture.org/wp-content/uploads/2016/12/Instructional_Excellence_Summary-Public_Impact.pdf)**?** (Plan, Connect, Lead, Execute, Monitor, Adjust, Share, Improve)  |
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1. What are 2 to 4 things that this person could continue to **improve** instructionally?

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| **2–4 things this person could improve instructionally**  | **Section of** [Instructional Excellence Summary](https://www.opportunityculture.org/wp-content/uploads/2016/12/Instructional_Excellence_Summary-Public_Impact.pdf)**?** (Plan, Connect, Lead, Execute, Monitor, Adjust, Share, Improve) | **What is the most urgent, important specific step for this teacher to take per improvement area?** |
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**Other comments:**

**Notes**:

The instructional methods included here span grades and subjects and are based on input from the following:

* Video interviews with Opportunity Culture educators who achieved high-growth student learning.
* Input from Opportunity Culture Fellows selected for their excellent instruction and leadership.
* Research about schools that achieve higher growth than comparable schools.
* Materials about excellent instruction from multiple sources (see the [Instructional Excellence Summary](https://www.opportunityculture.org/wp-content/uploads/2016/12/Instructional_Excellence_Summary-Public_Impact.pdf)).