EPISODE 327

Making Time When There Is No Time To Get Into Classrooms





Essential Question



Week after week, I'm getting into 0 classrooms. How can I break through?



Internal & External Barriers



If you're not getting into any classrooms at all, it's usually a combination of internal + external barriers





Internal Barriers



- What if I see something I'll need to address?
- What if it's not something I can solve right away?
- I'm better off not knowing
- No reason to go looking for trouble



Philosophy of Acceptance



- We must face the brutal facts
- Acknowledging the current reality does not mean accepting the status quo
- Improvement is the real work of leadership
- Improvement takes time—and more than telling
- Curiosity is a valid and sufficient first step



How Improvement Happens



- Direct feedback on practice
- Other supports for growth, e.g. training & coaching
- Indirect changes to conditions for teaching



Invest Time Now



- Preventing problems is the best-case scenario
- Catching them early is 2nd-best
- Noticing before other people do is 3rd best
- Waiting until they're unavoidable is worst



External Barriers



- Overwhelm
- Meetings
- Discipline
- Behavior calls

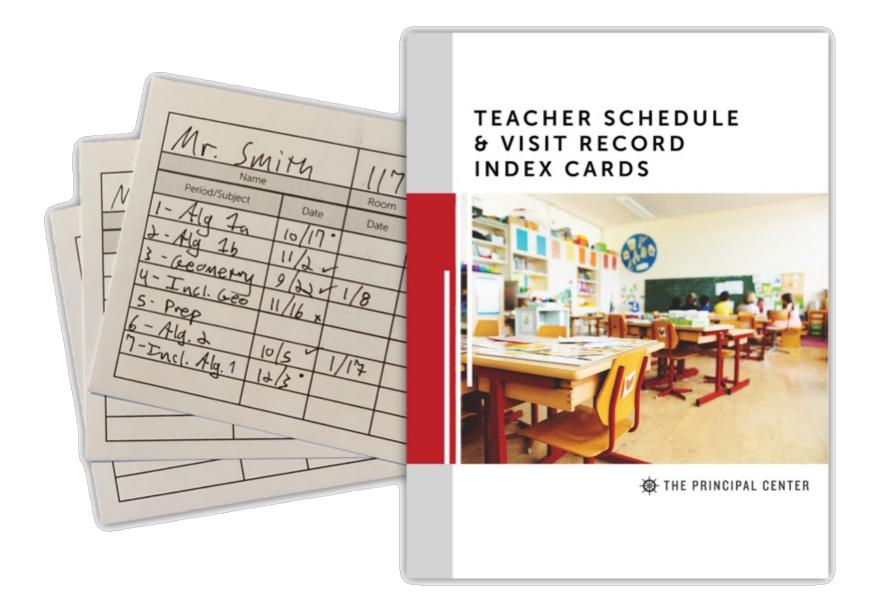


When You're Overwhelmed



- Don't overthink it
- Look at your notecards or roster
- Go visit whoever's up next
- Don't give yourself any extra work—just go
- Treat it as a break from other work
- No task but to be present & pleasant









Freeing Up Time From Meetings



- Schedule for 20-25 or 40-45 minutes, not a full 30 or 60
- Train designee for IEP/ARD meetings
- Visit classrooms on the way to/from
- Look for small slots of time, not large blocks



Go While You're Out



- When am I already leaving the office?
- Which classrooms can I stop by?
- Can whatever's waiting for me wait 5 more mintes?



Top Opportunities To Visit Classrooms

Stop by on your way to or from:

- Recess duty
- Lunch duty
- Bus duty
- Formal observations
- Meetings around campus
- 1:1 check-ins





Discipline



- Make students wait a few minutes—cool down
- Alternate classroom visits with discipline steps
- Stop by a classroom after returning a student



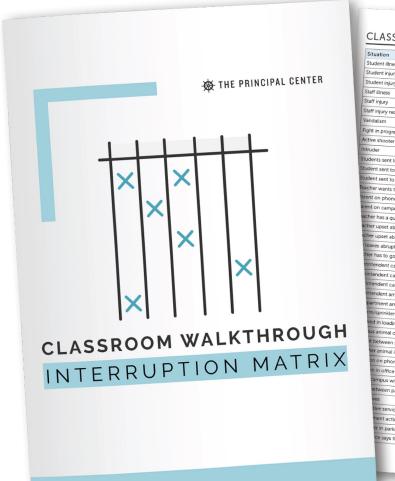
Behavior Calls



- Respond to urgency
- Have protected times for each admin
- Hand off to designated staff
- Calibrate expectations for interruptions



Interruption Matrix



CLASSROOM WALKTHROUG				MAIKI	Х
Student illness	Interrupt	Consult	Inform		_
Student injury			morm	Document	F
Student injury requiring 911 call					
Staff illness					
Staff injury					
Staff injury requiring 911 call					
Vandalism			-		
Fight in progress			-		
Active shooter		-	-		
ntruder		-	-		
tudents sent to office for fighting		-			
tudent sent to office for misc. discipline		-			
udent sent to office for disrupting class		-			
acher wants to talk		-			
rent on phone wants to talk		-			
rent on campus wants to talk		-			
acher has a question		-	-		
cher upset about a student issue and wants to talk					
cher upset about a personal issue and wants to talk		-			
leaves abruptly		-			
ther has to go home due to emergency		-			
trintendent calls with a					
rintendent calls with a question for office staff		-			
rintendent calls & asks to speak with principal		-			
intendent calls & says is coming to campus now ntendent arrives on campus					
partment arrives on campus					
partment arrives on campus for inspection	-	-			
rm/sprinkler company arrives to work on/test system ked in loading zone		-			
us animal on playground/campus		-			
t between staff members	-	-			
her animal in building		-			
on on phone		-			
in in office		-	-		
		-			
campus without checking in at office		-			
etween parents in building	-	-			
		-			7
tive services arrives wanting to see a student		-			
activity in the area	_	-			7
er in parking lot or loading zone	-	-			7
ce says they need to speak with principal		-			7





More Tools





dashboard.PrincipalCenter.com/toolbox



Full Strategy





