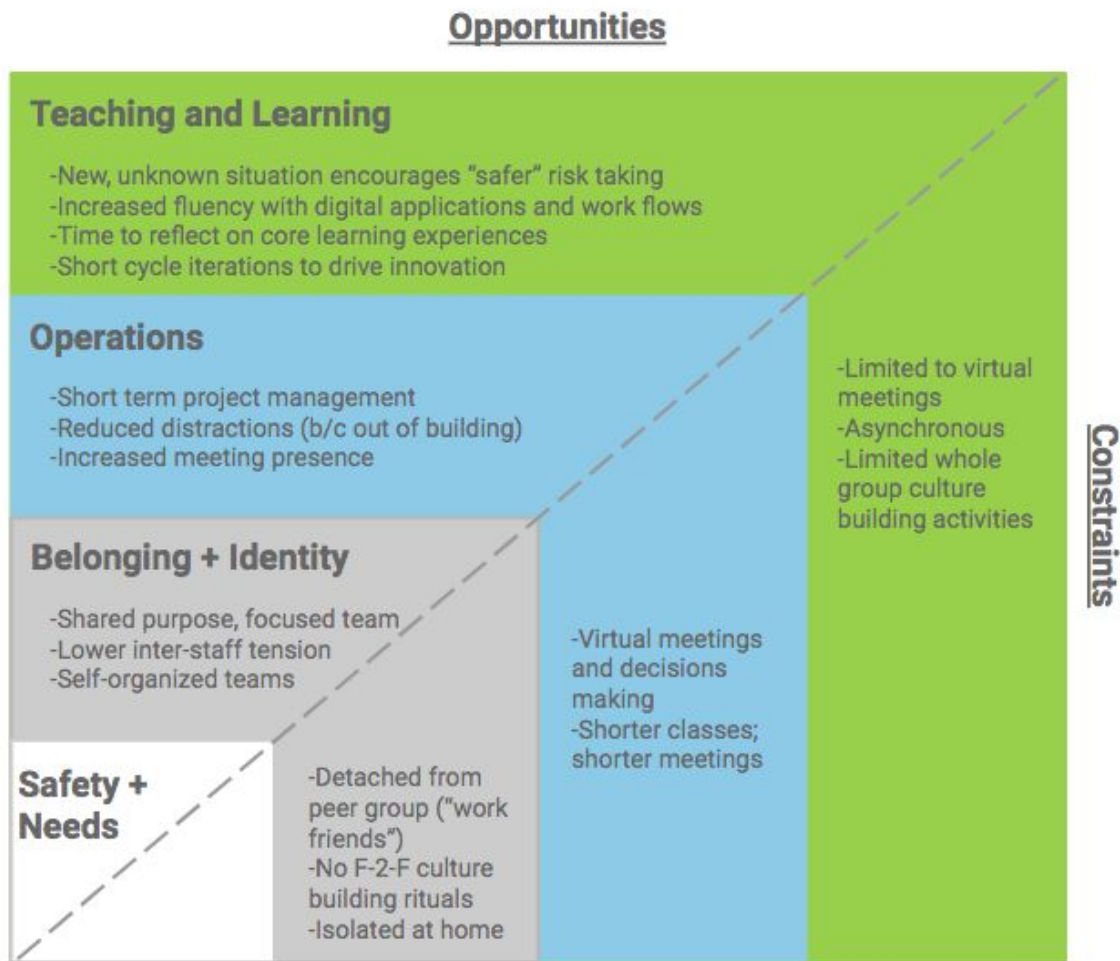


Step One: Reflect and Identify a Teacher Need



Reflect: Think about an individual teacher or group of teachers you support. What opportunity can you capitalize on to improve virtual teacher support? What constraint might you address to meet a specific need of a teacher or group of teachers? Use the graphic above as a jumping off point, but don't let it limit you.

Draft a Focus Statement: Complete the sentence below to help you focus how you will improve virtual teacher support:

"As a (your role), I want to support my teachers with (add opportunity or constraint), so that (add desired outcome)."

Example: "As an assistant principal, I want to support my teachers with short term project management, so that we are more clear on roles and work gets done."

Step Two: Select a Strategy

Based on your focus statement, research and select a strategy to help you make the desired improvement to the way you support teachers in a virtual setting. A number of options are captured in the table.

Safety + Needs	Belonging	Operations	Teaching + Learning
Routinely check-in with teachers to assess needs	Run a virtual happy hour or team building session	Create a project management board to clarify actions, owners, dates (sample template)	Facilitate a virtual PLC to examine student work or solve a problem of practice
Establish office hours where teachers can drop-in and get support	16 strategies for teacher appreciation	Model for teachers and teams how to conduct an effective virtual meeting	Create videos with Screencast-o-matic to model how to complete actions within and across applications
Model and share daily wellness practices with teachers	Use check-in questions at the start of each team meeting or coaching conversation to build psychological safety	Create and maintain a central hub for resource sharing (google site, hyperdoc, Padlet, etc.)	Lead a virtual learning walk
Share regular updates about district and school timelines and policies	Create a clear onboarding plan so new staff feel welcome and informed (example - new teacher onboarding)	Survey teachers to understand needs and how it is going with communications, meetings and other operational structures	Collaborate with teachers to establish the “instructional floor” for virtual learning

