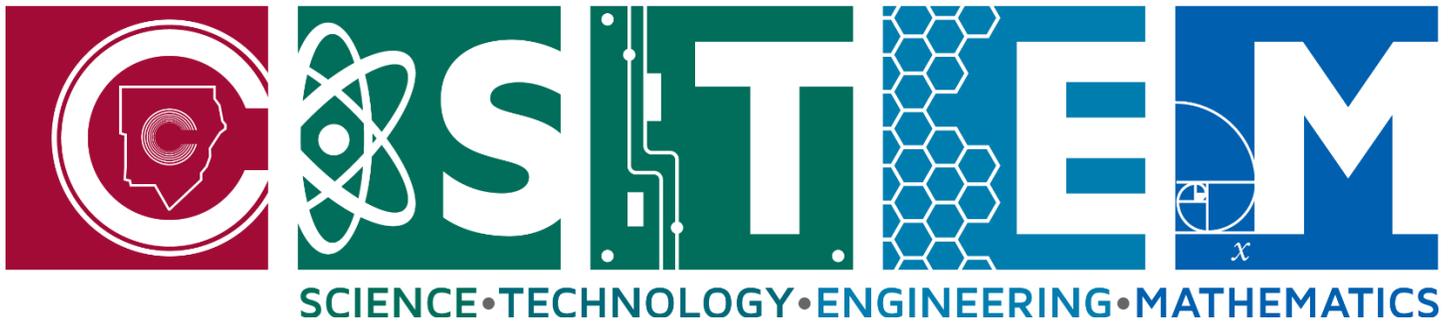


COBB COUNTY SCHOOL DISTRICT



Virtual STEM Walk Protocol

We have crafted a virtual STEM Walk protocol to accommodate schools seeking certification while using the shared class synchronous learning environment (face-to-face and remote students). Our plan is to conduct a fully virtual review (i.e., no members of STEM Walk Committee will be visiting the local school in-person).

There are two components to this review.

- **Part 1 (optional):** Classroom observations completed by local school admin (prior to the scheduled virtual STEM walk).
- **Part 2:** Virtual STEM Walk and Debrief held via Microsoft Teams or Zoom.

Part 1: Classroom Observations (Optional)

If desired, you may include classroom observation data as part of your virtual STEM Walk. To minimize the number of people in your school, we will partner with your admin teams to conduct observations of STEM instruction. **This component must be completed PRIOR to the day that Part 2 is scheduled.** Your admin team will conduct multiple observations (3-4 per grade level/dept.) of classroom instruction. The admin team will capture observation data by using [selected indicators](#) from the [STEM Cobb Instruction Look Fors](#) document. They will log their observations using [this Form](#). These data will be shared with the STEM Walk Committee and discussed during the review. *The remaining indicators will be evaluated through review of the STEM certification portfolio, panel interviews, and other artifacts.*

Part 2: Sample Virtual STEM Review Schedule

Elements of the STEM review and sample timeframes have been included below. The review will begin with the Overview of the STEM Journey, and all other components may be offered in the order you prefer. Your team may decide to host the review in the AM, midday, or PM to better meet your school needs. We do ask that your schedule is arranged continuously (i.e. Overview at 8:00 AM, immediately followed by next element), with no large time gaps between portions.

Time	Sample Schedule	Virtual Meeting Join Link	
20 minutes	Overview of STEM Journey	Insert Teams/Zoom Meeting Link	
30 minutes	Teacher Panel		
30 minutes	STEM Certification Portfolio Review/Discussion		Insert Portfolio Link
30 minutes	Parent and Community Panel		
45 minutes	Lesson Review and Feedback (by grade level/department)		
15 minutes	Debrief & Adjourn		

See FAQs on the following page.

Virtual STEM Walks FAQs

- 1. How do I schedule a virtual STEM Walk?** Contact Sally Creel or Tania Pachuta to reserve a date/time.
- 2. Are classroom observations required?** Classroom observations are currently optional. We feel that classroom observations are valuable, but we want to be respectful of the tremendous pedagogical shift happening in classrooms currently. We can glean valuable data from the other aspects of the review in order to provide your school with strengths and opportunities as identified by our STEM Walk Committee. Data from observations will be shared in the portfolio (if time permits) and anecdotally during the lesson plan review.
- 3. Who should I include on the panels?** These panels should be a representative sampling of parents and/or business/community partners who are able to speak to the nature of STEM learning and partnerships in your building. Teacher panel should be composed of teachers who can speak to the long-term implementation of STEM integration at the school.
- 4. What is the lesson review portion?** During a virtual STEM walk, we will not have the opportunity to go into classrooms and observe STEM instruction. Teams should submit lesson plans from your most recent STEM experiences. These do not need to be from each individual teacher. A single common lesson plan per grade level or department will suffice. Please include these lesson plans either in your portfolio or in a separate electronic folder that you share with the committee.
- 5. What if my STEM portfolio isn't complete?** Unless the school is completing their final STEM Walk to earn certification, we do not expect the portfolio to be complete. We would like to see what you have and help make suggestions of items to consider.
- 6. How many virtual STEM Walks should I complete?** We recommend that a school participate in at least 3-4 total STEM Walks to earn certification over the course of a year and a half to two years. A school should plan on participating in only one virtual STEM walk per semester.
- 7. Who should participate in the virtual STEM Walk?** Multiple stakeholders will participate. Suggested participants for each portion are listed below.
 - Overview of STEM Journey – Local School Admin Team and STEM Walk Committee
 - Teacher Panel – Teacher representatives from the various grade levels/departments and STEM Walk Committee
 - Portfolio Review & Discussion - Local School Admin Team and STEM Walk Committee
 - Parent & Community Panel – 4-6 parents/community partners and STEM Walk Committee
 - Lesson Review & Feedback - Local School Admin Team and STEM Walk Committee
 - Debrief & Adjourn - Local School Admin Team and STEM Walk Committee

Questions? Contact Dr. Sally Creel or Tania Pachuta for more information.