

AFTER-ACTION REVIEW TOOL

STEP I: LOOKING BACK

| # | LOOKING BACK QUESTIONS | REFLECTIONS CAPTURED |
|---|--|----------------------|
| 1 | When we began last school year, what assumptions did we make about instruction - <i>right or wrong</i> ? | |
| 2 | What did we set out to achieve when we began the school year? | |
| 3 | What key actions did we take? | |
| 4 | What were the key challenges we faced? | |

STEP II: ANALYZING AND LEARNING

| # | LOOKING BACK QUESTIONS | REFLECTIONS CAPTURED |
|---|---|----------------------|
| 5 | Looking back on our list of key actions, what worked well and how do we know? | |
| 6 | What didn't work well? How do we know? | |
| 7 | Knowing what we know now, what might we have done differently? | |
| 8 | How have we grown and changed? What have we learned? | |
| 9 | What advice would you have given yourself based on what you learned? | |

STEP III: LOOKING FORWARD

| # | LOOKING FORWARD QUESTIONS | REFLECTIONS CAPTURED |
|----|--|----------------------|
| 10 | As we think of the start of the new school year, what new challenges and opportunities may we face? (Think of "what ifs.") | |
| 11 | Look back on our list of actions taken from Step 1. What worked well that we think will serve us well as we begin the new school year? | |
| 12 | What new things might we need to do? | |
| 13 | Are there things we are doing that we could stop doing? | |
| 14 | Bottom line: What's our vision? What do we want to be when we get through this? How can we be better for it? | |
