

Coaching Support

This resource includes ideas and resources for leveraging materials as part of coaching practice.

During the Observation:

- Have the actual lesson plan and materials in hand or pulled up to see if any modifications are missing or to target if a breakdown is happening with the materials.
- Type notes directly into the observation note-taking template. Include a teacher script in the moment so that you can identify trends, glows, grows, quick hits, and questions after the observation.
- Consider taking video to have footage for the observation/feedback meeting, or to utilize during potential professional development sessions.
- Walk around to monitor and take notes on student work.
- Capture detailed notes on both teacher and student actions, as well as overall environment and lesson execution.

After the Observation:

- Leave quick written feedback or send a short email to acknowledge strengths, as well as any quick hits. Make this curriculum-specific where needed.
- Prepare for your observation/feedback meeting by identifying the highest leverage skill/action step the teacher should work on to quickly impact student achievement. Action steps should be aligned to the walkthrough tool and should build throughout the year to paint a clear picture of the teacher's overall development. Action steps should also include steps for how the teacher will reach mastery. When considering action steps, think about how the teacher is utilizing the materials as a lever for development.
- Plan the observation/feedback meeting, including how to show the exemplar and the gap, how to practice, and any necessary follow-up. Plan to show the exemplar and gap in the context of the materials.
- Execute the observation/feedback meeting with the teacher.

Support and Feedback for Coaches:

- Create a system for the instructional team to co-observe regularly to norm on strengths, weaknesses, and action steps. These walks can be focused on curriculum use and/or specific content practices outlined in the walkthrough tool.
- Create shared templates/trackers for observation notes, action steps, and meeting notes. These can be used to see if teachers are improving in their use of materials.
- Spend time in team meetings or one-on-one meetings analyzing and providing feedback on actions steps.

- Instructional coaches should regularly study the materials and learn about them together.
- Instructional coaches model lessons for teachers.
- Instructional coaches should regularly video observation/feedback meetings to receive feedback and to build a video library for coaching professional development.
- Instructional coaches can also be observed during observation/feedback meetings to receive feedback.