



Teacher: _____ Coach: _____ Student: _____

Planning Meeting

Schedule time for observation: _____ What practice (focus) will you observe?

Does the teacher know the practice? Yes No (If no, see coaching activities)

How will you coach the teacher during the planning meeting?
 Modeling Role play Discussion Practice Problem-solving

What steps need to happen before the teacher can implement the intervention?

Observation

What practice (focus) will you observe?
 During what time of the day or what activity will you observe?

Did you see the practice? (list steps to the plan or practice)	Yes	No	What was the student's response?
1.	<input type="checkbox"/>	<input type="checkbox"/>	
2.	<input type="checkbox"/>	<input type="checkbox"/>	
3.	<input type="checkbox"/>	<input type="checkbox"/>	
4.	<input type="checkbox"/>	<input type="checkbox"/>	
5.	<input type="checkbox"/>	<input type="checkbox"/>	

What coaching activities did you use during the observation?
 Modeling Role play Discussion Practice Problem-solving

What is working well?	What needs improvement?
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List any barriers:

Feedback Meeting (done in person)		
What practice did you observe?		
	Teacher strengths and things to improve	What was the student's response?
Positive Feedback		
Corrective Feedback		
What coaching activities did you use during the feedback session? <input type="checkbox"/> Modeling <input type="checkbox"/> Role play <input type="checkbox"/> Discussion <input type="checkbox"/> Practice <input type="checkbox"/> Problem-solving		
What are the next steps? <input type="checkbox"/> Continue coaching on same practice with new observation <input type="checkbox"/> Begin coaching on a new practice <input type="checkbox"/> Teacher is confident in the practice	Schedule next planning meeting or observation	