

## EMBEDDED COACHING REFLECTION

<b>SCHOOL</b> Southwest High School	
<b>DATE</b> 2/28/17	
<b>VISIT FOCUS</b> <input checked="" type="checkbox"/> Collaborative Team Time <input checked="" type="checkbox"/> Collaborative Coaching Reflection (Principal Collaboration) <input checked="" type="checkbox"/> Leadership/Guiding Coalition Meeting	
<b>Team Focus</b> Circle Grade: 9 10 11 12 all grades Math <input checked="" type="checkbox"/> Reading <input checked="" type="checkbox"/> Intervention <input checked="" type="checkbox"/> Common Formative Assessments <input type="checkbox"/> Data Analysis <input checked="" type="checkbox"/> Instructional Practices <input type="checkbox"/> Other _____	<b>Leadership/Guiding Coalition Focus</b>  <input checked="" type="checkbox"/> Data Analysis <input checked="" type="checkbox"/> PD Planning <input checked="" type="checkbox"/> Team Reflections <input type="checkbox"/> Other _____
<b>Team Discussions</b>  <ul style="list-style-type: none"> <li>Social Studies will use ILT time to cover Standard 25 because they are off pace</li> <li>Tiered groupings will be used based on last formative assessment</li> <li>Utilization of peer tutors from the Green Group</li> <li>Concerns about copies for close reading annotation</li> </ul>	<b>Leadership/Guiding Coalition Discussion</b>  <ul style="list-style-type: none"> <li>CTAE/Fine Arts close read initiative</li> <li>Blitz</li> <li>March Madness</li> <li>Communication of the interventions to all teachers</li> </ul>
<b>Next Steps</b>  <ul style="list-style-type: none"> <li>Use department chair's 2000 copies for annotating</li> <li>Monitor ILT time for effective coverage of untaught standard</li> <li>Determine assessment timing for Standard 25</li> </ul>	<b>Next Steps</b>  <ul style="list-style-type: none"> <li>Explore what waivers would benefit SW for teacher hiring</li> <li>Identify which teachers will be teaching Milestone classes for next year</li> <li>Identify the number of teachers that can be given collaborative plan and prioritize Milestone courses and feeder courses</li> <li>Celebrate the teachers that are focusing on close reading in their curriculum</li> <li>Hold a Blitz teacher meeting for clarity</li> </ul>

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*Complete each section that represents the session you attended.*

**REFLECTION:** What did I learn? Based on what I learned, what will have the greatest impact on student learning?

- Pacing guides must be formatted on a calendar. Check points for monitoring pacing should be placed on the administrator/leadership calendar to ensure all standards are taught.
- SW is seeing the collaborative process transfer into changes in instruction and quality of ILT time.
- Communication is still a struggle to include every teacher with the “Why” of all of the implementation of these initiatives

**NEXT STEPS:** What are the actions needed before next coaching meeting?

- Discuss monitoring of pacing in Milestone classes and begin to develop monitor calendar for administrators/ leadership
- Establish a reward system for Blitz participants both teachers and students
- Roll out Blitz information in chunks for only those teachers and students that it directly affects
- Give an overview of the Blitz plan to staff
- Develop a plan for what actions will happen with students and teachers that don’t attend Blitz or March Madness

**AGENDA ITEMS:** Topics for next coaching visit.

- Assessment of Blitz and March Madness intervention plan
- Discuss Master Schedule in reference to collaborative planning and teacher placement
- Close Read Initiative monitoring
- Planning summer offerings for those students coming from middle school that are over age
- Update on the 198 hours that seniors are failing