

## EMBEDDED COACHING REFLECTION

<b>SCHOOL: Williams Elementary School</b>	
<b>DATE: 6/14/2017</b>	
<b>VISIT FOCUS</b> <input type="checkbox"/> Collaborative Team Time <input type="checkbox"/> Collaborative Coaching Reflection (Principal Collaboration) <input checked="" type="checkbox"/> Leadership/Guiding Coalition Meeting	
<b>Team Focus</b> Circle Grade: PreK <b>K 1 2 3 4 5</b> <input type="checkbox"/> Math <input type="checkbox"/> Reading <input type="checkbox"/> Intervention <input type="checkbox"/> Common Formative Assessments <input type="checkbox"/> Data Analysis <input 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 type="checkbox"/> Team Reflections <input type="checkbox"/> Other
<b>Team Discussions</b>          	<b>Leadership/Guiding Coalition Discussion</b> <p>I met with Dr. Griffin-Stewart to review the results from the GA Milestones and the re-take data to determine areas of need for the next school year. We established that there was a need to emphasize next year on the writing process across content areas, coaching/modeling support for classroom teachers, and a focus on establishing a culture of accountability school-wide.</p> <p>We also met with district level staff to review the new process for the CIP next year and determined goals based upon the established criteria from the district. The district is also adopting a new teacher</p>

	<p>mentor program to be in place for the upcoming school year. There are many current initiatives, as well as new initiatives, for the current administration to implement. There are also some staff changes that will enhance the functioning of the school for the next year. Ms. Daniels will become a full time Assistant Principal (this past year she was half time) which will support an increase of administration's ability to support quality instructional practices. They are also looking for a full-time staff person to support teachers inside the classroom.</p> <p>There will also be a focus on supporting parent involvement, intervention and extension activities, and supporting the use of multiple measures of data for informed decision making.</p> <p>Dr. Griffin-Stewart will be attending the Atlanta PLC conference with her staff and welcomes the opportunity for our support, however acknowledges some budgetary constraints as we move into next school year.</p>
<p><b>Next Steps</b></p>	<p><b>Next Steps</b></p> <ul style="list-style-type: none"> <li>• Establish roles and responsibilities for staff with to ensure quality instructional practices</li> <li>• Establish roles and responsibilities for administration with regards to new teacher mentor program</li> <li>• Plan for PD to ensure follow up implementation (PLC)</li> </ul>

*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?

I learned that ensuring common instructional strategies and making sure that all students have a complete understanding of how to effectively use the constructive response writing strategies will have the greatest impact on student learning. I have really enjoyed the support from Ms. Cano this year and will follow through with all of the suggestions. I will be attending the PLC conference this summer in Atlanta and hope to gain additional knowledge to implement for this upcoming school year.

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

- N/A

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

N/A Attending the PLC conference in Atlanta

**For the 2016 – 2017 school year, L.H. Williams Elementary School has met the following goals related to:**

- 1) School Culture
- 2) Literacy
- 3) Mathematics

Each goal will support an increase in student achievement, proficiency, and student growth data as measured by quarterly progress monitoring (district tool)

**Goal 1:** The administration and/or leadership team will establish a culture of accountability to ensure all students will learn at high levels.

**Goal 2:** Teachers will understand and plan in authentic collaborative teams to develop weekly common formative assessments in ELA and Mathematics that support specific learning targets and monitor individual student progress.

**Goal 3:** Teachers will understand the importance of and deliver rigorous classroom lessons with increasing depth of knowledge levels to support all students learning at high levels.