Partnership Agreement for Coach with Principal

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| Basic Agreements | Design Issues |
| What roles do I take on?   * in class supporter - data coach * instructional specialist - curriculum specialist * resource provider - learning facilitator * learner | What are the specific job responsibilities you want me to take on?   * instructional strategies - in class support * Learning/sharing knowledge * every educational staff meeting – present something - curriculum support |
| How and when will we communicate?   * Once per week – Mondays at 11:20 * Face to face * e-mail my weekly updates to preview to make sure they are appropriate for staff consumption | How will we implement in-class coaching?   * Request sheet * 1st come, 1st serve * New staff get fast tracked |
| How will I tell you about my work?   * Once per week – Mondays at 11:20 * Face to face * e-mail my weekly updates to preview to make sure they are appropriate for staff consumption | Who do you want me to work with? What will be the focus?   * Everyone * Each staff member provides direction but must be tied to school improvement goals * Math/ literacy/ assessment for learning/ technology/ SMART Learning/Galileo |

|  |  |
| --- | --- |
| Basic Agreements | Design Issues |
| How will we handle conflict? Staff that are unhappy about the program?   * Invite concerns to be shared * Communication is key * Be very clear about what I am doing with each staff member * Partnership agreements * Wayne will mediate if needed | What resources and materials are available to me?   * Conferences * Books * Whatever I can convince principal we need * Internet * Other coaches * C – technology AISI person |
| Accountability:   * e-mails from coach go through Wayne * Previews any handouts, presentations * Meet weekly to discuss work * final report about year’s accomplishments to Assistant Superintendent | Accountability:   * Logbook that keeps track of work with teachers * Periodic survey of staff of what is happening, positives and things to improve upon * Regular sharing of what I have been doing * Monthly Coach’s Corner posting |
| What are important dates I need to put on my calendar?   * Oct. 6 – principals, coaches with HC * Weekly meeting - Every educational meeting * All PD days – I may be presenting * Leading and Learning Conference (Dec. 2-4) * Meeting times with teachers * Oct. 26,27 – Jim Knight * Feb. 7,8 – AISI Conference * Apr. 11 – AISI Day in Red Deer | Will we have an instructional coaching team? If so, who will be included in this team?   * \_\_\_\_-? They were interested in doing this role * Other staff with expertise: * D, D – assessment, SMART Learning * B, S – literacy skills * J, T – public speaking and performing * D, S, H – Smartboard * Z – science * S – web 2.0 tools * M – PE training |

Signatures:



Coach’s Partnership Agreement with Principal

Partnership agreement for Kathy Hall in the role of Coach.

School \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Duration\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| The Coach agrees to … | The Coach’s actions/tasks | Details of the Coach’s actions | The Principal agrees to … | Timeline |
| 1) Do in class support with teachers | * Develop skills needed * Practice/model/ and give support to teachers * Plan with teachers what we want to do * Make partnership agreements with all teachers I am working with | * Meet with each teacher * Plan together * Implement plan * In class activity * Debrief * Follow up | * Provide release time for teacher * PD training provided * Direction coaching should follow | * All year |
| 2) Data Coach | * Analyze PAT data * Identify essential outcomes * Identify strengths and weaknesses * Collect authentic data and facilitate data analysis with group of teachers | * Find and identify patterns * Find types of questions asked * Identify strengths and weaknesses * Regularly meet with grade groups to analyze data | * Provide old PAT results * Provide any analysis of PAT scores that has been done | * All year |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| The Coach agrees to … | The Coach’s actions/tasks | Details of the Coach’s actions | The Principal agrees to … | Timeline |
| 3) Develop curriculum expertise | * Go to PD sessions * Implement new curriculum ideas in my class * Practice new teaching strategies in my class * Access experts | * Read all materials I receive at Conferences * Plan with teachers to coordinate new curriculum instructional ideas implementation | * Send teachers to CARC inservices * Order needed resources for teachers | * All year |
| 4) Develop instructional expertise | * Go to PD sessions * Read materials on instructional strategies * Practice new teaching strategies in my class | * Implement ideas presented in Robert Marzano’s book * Plan with teachers to implement a new strategy * Use John Medina’s website to learn more about Brain Rules * Implement ideas presented in Harvey Silver’s books | * Send teachers to PD on instructional strategies * Provide resources that teach about instructional strategies | * All year |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| The Coach agrees to … | The Coach’s actions/tasks | Details of the Coach’s actions | The Principal agrees to … | Timeline |
| 5) Learning Facilitator | * Present learnings about math, instructional strategies, coaching training to staff * Give practical tips about new curriculum, and instructional strategies | * Organize workshops to present learnings * Facilitate presentations by other expert staff * Bring in speakers as needed | * Help with release time for teachers who are preparing a presentation for staff * Pay for PD of all staff | * All year |
| 6) Resource Provider | * Find materials and resources teachers have requested * Collect requests from staff for resources needed * Cooperatively build materials or plan lessons needed | * Find materials and resources teachers have requested * Collect requests from staff for resources needed * Cooperatively build materials or plan lessons needed | * Provide release time for cooperative planning times | * All year |
| 7) Learner | * Coach will learn new strategies being implemented in division – SMART Learning, Galileo, Web 2.0 tools | * Read materials on these topics * Implement strategies into class * Practice techniques with another person | * Provide any resources needed * Allocate money for some resources | * All year |
| The Coach agrees to … | The Coach’s actions/tasks | Details of the Coach’s actions | The Principal agrees to … | Timeline |
| 8) Mentor | * Coach will work closely with new teachers | * Coach will go over coaching program with 3 new teachers * Coach will offer materials, resources and help to new teachers * Coach will fast track any coaching requests by new teachers | * Provide any resources needed * Allocate money for some resources * Provide release time for coach to meet with teachers | * All year |