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**Request for Instructional & Executive Coaching Quote**

School:  
Address:  
Principal/Administrator:

Email:

Phone:

|  |  |
| --- | --- |
|  |  |
| Position of Person(s) Receiving Coaching |  |
| Topic/Toolkit\* |  |
| Description/Desired Outcome |  |
| Number of Coaching Weeks/Sessions |  |
| Start Date |  |
| Budget |  |

**Teacher Coaching Toolkits include, but are not limited to:**

Fundamentals of Teaching

* Unit and Lesson Planning and Delivery
* Classroom Environment & Engagement
* Instructional Strategies
* Assessment Strategies

Humanities

* K-12 ELA
* K-3 Phonics
* K-5 Reading Interventions
* K-5 Reading: Fountas & Pinnell Curriculum

STEM

* K-12 STEM
* K-12 Science (NGSS)
* K-12 Math (CCSS+NCMT)
* K-5 Math Interventions
* K-5 Math – Bridges Curriculum

Specialized Areas

* Differentiation
* SEL
* Early Childhood-Teaching & Learning
* K-8 ESL/ELL Interventions
* Danielson – *Framework for Teaching* Aligned
* Executive Functioning
* Distance Teaching & Learning

**Leadership Coaching Toolkits include, but are not limited to:**

**Executive Leadership Options**

* First, Know Thyself + Strengths-based Leadership
* Decision-making + Communications + Conflict Resolution: Personnel, Parents, Community
* Task Management: Setting Priorities + Time Management

**Organizational Leadership**

* Operational Vitality: Finances, Marketing & Enrollment Management, Staffing
* Good to Great Framework (school-centered) and, or Graduate Profile (student-centered)
* School Culture Assessment & Supports
* Innovation and Change Management

**PLC Leadership Progression**

* Defining mission, vision, goals; creating a Graduate Profile (optional)
* Introducing + Evaluating 3 Big Ideas: Collaborative Culture, Focus on Learning, Results Orientation
* Coach Principals through PLC Process: Develop, Implement, Sustain, Assess, Refine.

**Instructional Leadership: Data**

* Conducting SWOT analysis: Student Performance and Evidence of Teaching.
* Establishing an instructional leadership team.
* Establishing structure and define expectations for the team.
* Completing a student assessment data inventory.

▪ Comprehensive data inventory. OPTIONAL

▪ Common assessments development. OPTIONAL.

* Creating a data overview
* Completing a data dive
* Defining student learning goals based on the data
* Assessing student learning goals based on the data
* Designing supports to meet the needs of all students

**Instructional Leadership: Walkthroughs**

* Defining teaching and learning non-negotiables
* Completing instructional initiatives inventory
* Connecting learning to teaching
* Developing a common set of look-fors for teaching and learning
* Walkthroughs for teaching (teacher-centered observations): Observe – Debrief – Follow up
* Walkthroughs for learning (student-centered observations): Observe + Question – Debrief – Follow up

**Instructional Leadership: Curriculum & Instruction**

* Curriculum: Evaluating a current curriculum
* Instruction: Developing consensus on high-impact instructional strategies
* Instruction: Defining instructional strategies plan of action for implementation, including teacher supports

**Curriculum Adoption Process & Tools**

Session 1: Reviewing Current Program

* Process Milestones
* Team Members & Norms
* Curriculum Review
* Data Review
* Notice & Wonder Protocol
* Plus, edreports.org infographic, *Why Materials Matter*

Session 2: Defining your Program Selection Criteria

* Curriculum Selection Criteria: What Matters? What Matters Most?
* Vision of Excellence
* Plus, link to the article, *The Most Powerful Tool in the Principal’s Arsenal*
* Plus, link to diagram, *The Instructional Core*

Session 3: Developing your Program Selection Rubric

* Curriculum Selection Rubric Development
* Initial Review of Programs

Session 4: Completing Program Reviews

* Curriculum Selection Rubric per Program

Session 5: Communicating and Implementing your Selection

* Curriculum Finalists Selection
* Communicate + Implement Your Curriculum Selection

**FACTS Education Solutions Guide to K-12 EANS Funding**: [https://factsmgt.com/facts-ed/eans/](https://factsmgt.com/facts-ed/eans/%20)

Return completed form to Jackie Degel, FACTS Education Solutions RVP

[jdegel@factsmgt.com](https://nelnet-my.sharepoint.com/personal/42501_nelnet_net/Documents/Documents/Washington/jdegel@factsmgt.com)

Questions? Schedule a meeting with Jackie

[Jackie Degel Calendar](https://nelnet-my.sharepoint.com/personal/42501_nelnet_net/Documents/Documents/Commission/Jackie%20Degel%20Calendar)