School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Coach: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Partnerships for Literacy

School Leader Being Coached:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Initiated: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Directions:** Select 2-3 concepts/areas to coach based on the school’s action plan for family engagement. Complete the table to use in coaching meetings (as needed), and decide on a Plan for Monitoring the coaching process (to be updated at least Quarterly).

|  |  |
| --- | --- |
| **Planning** | **Area I:** |
| What part of the Partnerships for Literacy process is being coached? |  |
| What coaching process will you use to coach this? |  |
| How often will you provide this coaching? |  |
| What will need to be prepared to provide this coaching? |  |
| How will you document progress? |  |
| How and when will you provide feedback? |  |
| How will you know if your coaching is effective? |  |

**Plan for Monitoring** **Adherence to Coaching Service Delivery Plan:** (who, how, frequency, and schedule): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| --- | --- |
| **Planning** | **Area 2:** |
| What part of the Partnerships for Literacy process is being coached? |  |
| What coaching process will you use to coach this? |  |
| How often will you provide this coaching? |  |
| What will need to be prepared to provide this coaching? |  |
| How will you document progress? |  |
| How and when will you provide feedback? |  |
| How will you know if your coaching is effective? |  |
| **Planning** | **Area 3 (optional):** |
| What part of the Partnerships for Literacy process is being coached? |  |
| What coaching process will you use to coach this? |  |
| How often will you provide this coaching? |  |
| What will need to be prepared to provide this coaching? |  |
| How will you document progress? |  |
| How and when will you provide feedback? |  |
| How will you know if your coaching is effective? |  |