

Guided Questions & Notes Section

Do you need to build your personal learning about coaching? If so, where do you go?

Do you have a team that could serve as an implementation team? If not, who might you ask?

As you consider developing an implementation team, first think about the overall scope of work for that team (e.g. select, support, monitor implementation). Then think about either “repurposing” an existing team or “starting fresh”.

The following prompts will help you think about team formation.

- Given the proposed work of the team, what core competencies will be needed?
- Who can bring those competencies to the table?
- Given the work to be done, what is a functional number of members?
- Which stakeholders need to be included?
- Are there potential gaps in team expertise/competency? If so, how will you fill those gaps?

Do you currently have coaches?

- What professional development is available to them?
- Do they have a job description?
- Do you accountability data of the coaching system?

Do you have communication protocols between teams?

Use this space to capture notes about your thinking and discussions related to your current system. These notes can serve as a starting point to establish or improve upon the coaching system in your school or district.

Exploration Stage	In Place	Initiated or Partially In Place	Not Yet in Place
Coaching Model Selected			
Vision of coaching			
Potential barriers to coaching system identified and “lifted up”			
Coach job description (including roles and responsibilities, defined level of authority)			
Necessary funding support has been identified (short and long term)			
Feedback report structures determined (Enabling policies)			
Accountability structure of the coaching system			