



# Coach Orientation

2022-23

[mimtsstac.org](http://mimtsstac.org)



# Group Expectations

## Be Responsible

- Attend to the “Come back together” signal
- Active participation...Please ask questions

## Be Respectful

- Please allow others to listen
  - Please turn off cell phones
  - Please limit sidebar conversations
- Share “air time”
- Please refrain from email and internet browsing

## Be Safe

- Take care of your own needs

# Group Expectations - Virtual

## Be Responsible

- Return from breaks on time
- Active Participation
  - Use participant features of raise hand, thumbs up, etc.
  - Type short answer or questions in chat box
  - Respond to poll questions, if provided

## Be Respectful

- Limit use of chat box to essential communication
- Please refrain from email and internet browsing
- Place your phone and other devices on mute and out-of-sight

# Training Effectiveness

- At the end of the session, you will be asked to provide feedback on today's training
- Results will be used to make improvements to professional learning and for reporting to TA Center stakeholders
- One of the feedback questions you will see is related to promoting and positively portraying diversity among educators and learners (e.g., focus on asset-based language, positive representation of multiple identities)

# Intended Outcomes

- Outline the district's efforts to date to support MTSS
- Define the role of the SLT in supporting MTSS
- Define the role of the coach in supporting the SLT
- Prepare resources related to the SLT operating procedures based on DIT decisions

# Agenda

1.0 MTSS Work in Our District

2.0 Role of the School Leadership Team (SLT) Coach

3.0 Wrap Up and Next Steps

# Introductions

Coordinator for your District is:      Implementation Specialist  
supporting your district is:

# 1.0 MTSS Work in Our District



# Multi-Tiered Systems of Support (MTSS)

- Teaming structures to support implementation efforts (e.g., school, grade, department, individual)
- Explicit, Systematic Instruction
- Use of reliable and valid assessments (e.g., screening, progress monitoring)
- Data-based decision making across the school, grade, individual student levels
- **Behavior Components:** Positive Behavioral Intervention and Supports (PBIS) and Social, Emotional, Behavioral supports
- **Reading Components:** Scientifically-Based Reading instruction aligned with the Big Ideas of Reading/Adolescent Reading

# Role of the District Implementation Team (DIT)

- Support implementation of MTSS with fidelity to improve student outcomes
- Installing structures to support schools in implementation and sustainability
- Engages in district data analysis to support implementation
- Ensures communication amongst groups/teams across the district

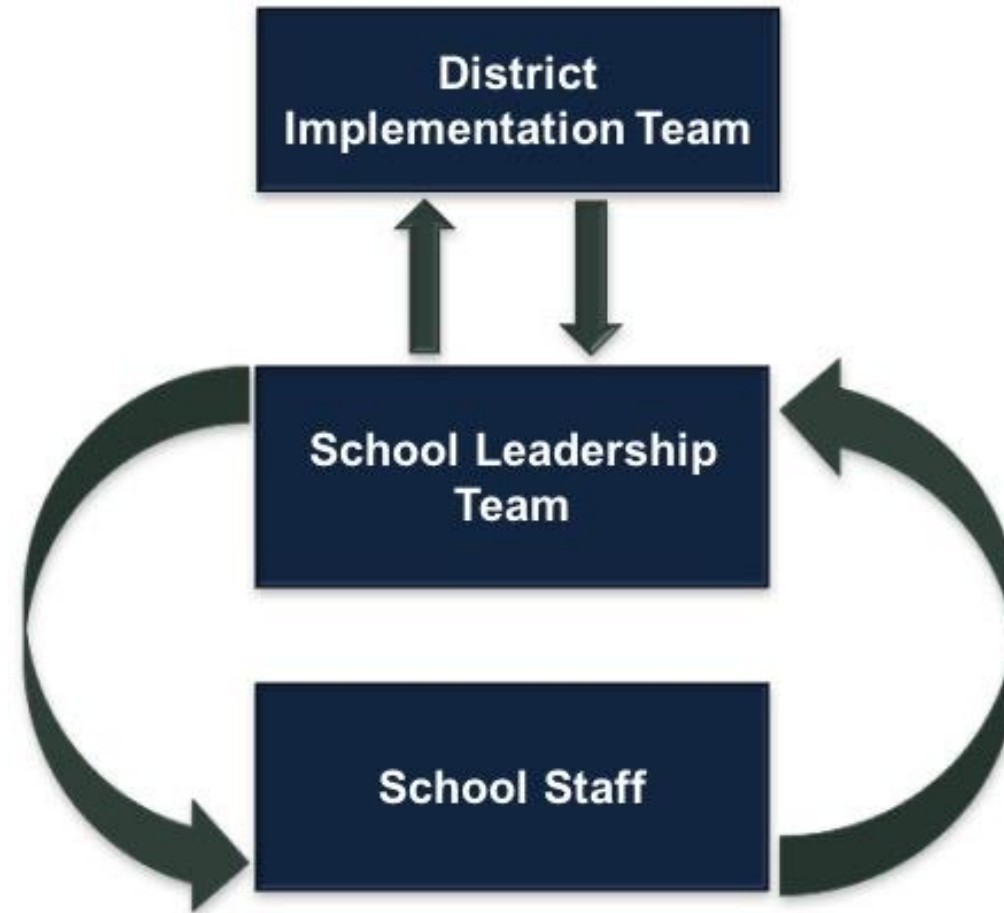
# Role of the School Leadership Team

- Build and maintain an implementation infrastructure to support staff in the use of MTSS
- Engage in school-wide data analysis and problem solving
- Create an implementation plan based on data and needs generated following team meetings and trainings
- Ensure communication among different groups/teams within the school and across the district intentionally occurs

# How Do Coaches Fit In?

- Each school has a School Leadership Team (SLT)
- SLT is representative of cross-departmental perspectives (e.g., lower/upper elementary grade, departments, general/special education)
- SLT works to include family, student and community perspectives
- Includes an administrator and **school systems coach** (that's you!)

# DIT and SLT: Working Together



# Structures to Support the Work

The DIT is developing:

- Communication and Barrier Removal Process
- Coaching System
- School Readiness
- Alignment, Review and Selection Process



# Activity 1.1

- Individually, write down a few talking points related to the work of MTSS in your district, considering the following:
  - What are some of the key components of MTSS?
  - How will the District Implementation Team (DIT) and the School Leadership Team work together?
- Be ready to share out your talking points with the group

## 2.0 Role of School Leadership Team Coach



# What is Systems Coaching?

Systems coaching focuses on developing a School Leadership Team's capacity to effectively install, implement and sustain the use of Multi-Tiered System of Supports (MTSS)

# Distinguishing Between Coaching Types

## **Systems Coaching**

Coaching to develop the capacity to effectively use or support the use of a program, practice, or approach to enhance student outcomes

## **Instructional Coaching**

“Content/practice-level coaching” to help teachers improve instruction in a discipline using a particular strategy, practice, or program to improve student outcomes



# Poll

- **Instructional** or **systems** coaching:
  - Providing feedback to a teacher on their behavior management
  - Work with principal to create a meeting agenda
  - Organize a google drive for documents created by the SLT
  - Prompt team members to complete their action items
  - Support SLT in seeking input and meaningful participation with stakeholders

# Coaching System

- Outlines the district's process for ensuring equitable, high-quality coaching is provided to schools as they work to support the use of MTSS
- Developed by your District Implementation Team (DIT)
- Multiple components to the District's Coaching System

# Components of the Coaching System

- Definition of various types of coaching (including systems coaching)
- Conditions that warrant coaching
- Guidance on recruitment and mutual selection of Coaches
- District Guidelines (e.g., funding, coach's decision-making authority, frequency and time allocation for coaching, communication, supervision and accountability structures)

# Components of the Coaching System (continued)

- Coaching Service Delivery Plan
- Coaching Effectiveness Data
- Coaching Satisfaction Survey



# Activity 2.1

- Access the Coaching System document that your DIT has developed, including the District Guidelines
  - As a reminder, your Coordinator will show you where you access it
- Follow along as your trainer summarizes the components
- What questions do you have to even better understand your role as a coach?

# Why: Importance of Coaching

- Good coaching is more than providing encouragement
- Coaching helps to transfer learning from training into practice
- Without coaching, the impact of training to actual use in practice is nearly nothing

(Massar, 2015; Joyce & Showers, 2002)



# How: Coaching Methods

- **Prompting:** promote the use of skills, emphasizing when a skill should be used (e.g., emails, reminders)
- **Fluency Building:** Opportunities to practice to increase the likelihood of using skills correctly and naturally (e.g., teaching, modeling, co-facilitation)
- **Performance Feedback:** direct and specific feedback is provided frequently (e.g., verbal, written, observations, product reviews)
- **Adaptations:** Modification of how a new skill is applied to fit the social, cultural, and organizational context while maintaining critical feature

(Massar, 2015)

# Current Focus of Coaching

- Staff buy-in
- School Leadership Team functioning
- Creation and use of communication tools
- Assignments and work outlined in the upcoming Tier 1 School-wide Positive Behavioral Interventions and Supports (PBIS) trainings

# Future Focus of Coaching

- Installation and use of the Tier 1 reading components of an MTSS framework
- Intervention System for behavior and reading supports (Tiers 2 & 3)

# Supports for Coaches

- Coaching Support Sessions prior to School Leadership Team trainings to prepare you for your role as the SLT Coach
- Monthly coaches meetings to support coaches held by district
- Individual professional learning plan to build and refine your skill set for the coaching role

# Another Chance to Practice

- Practice and feedback are still important to build our skill sets
- As the SLT Coach, you will need to be able to explain the specific coaching methods you will provide and identify the initial focus of your coaching
- This is the time and place to practice!



## Activity 2.2

- Read through the *School Leadership Team Coach Script* document provided
- Find a partner and practice explaining the specific coaching methods you will be using and identify the initial focus of your coaching
- Feel free to modify the scripts to your own words while making sure the key points remain the same
- When you are listening, check to make sure your partner is including the key points found after the scripts and provide feedback

# Your First Opportunity

- Recall one initial focus of your coaching is the functioning of your School Leadership Team (SLT)
- A strong SLT has well defined operating procedures (e.g., meeting roles, meeting templates)
- Your DIT has made some decisions to set your SLT up for success
- Your work is to promote buy-in and prompt use of these operating procedures as your SLT is meeting

# Review of the DIT Decisions

- Your District's Coordinator will walk you through the document organization and decisions related to:
  - SLT Operating Procedures document
  - SLT Meeting Agenda Template
  - SLT Pre-Meeting Worksheet
  - Implementation Plan Template
- The Coordinator will also share the templates with you





## Activity 2.3

- Prepare the resources for your SLT by:
  - Copying the documents from the *SLT Templates* document (provided by district coordinator)
  - Putting your school's name on each document
  - Adding in the names of the members of your School Leadership Team to each document
- Develop a brief rationale that you can use to help buy-in from your SLT to established operating procedures

## 3.0 Wrap Up and Next Steps

# What's Next?: School Leadership Team Orientation

- Your School Leadership Team will participate in an orientation session
- You will attend as members of the SLT
- There will be intentional repetition of the information from this session
- Coaches will have an opportunity to begin facilitating the SLT with understanding of the shared documents and gathering feedback



# Activity 3.1

- Your Coordinator will provide you with a list of training dates and meeting dates
- Follow the directions to register or verify your record in the MiMTSS Data System
- Take a few minutes to add the training dates, Coaching Support Session dates and the in-district coaches' meeting dates to your calendar



## Activity 3.2

- Work with your school's Principal to schedule monthly School Leadership Team meeting dates and times
  - Recommendation: schedule meetings that are within a week following the training days if possible as there will be work to continue outside of training
- These dates will be shared with the SLT during the upcoming SLT Orientation meeting
- Add these dates to your calendar and to the School Leadership Team Operating Procedures document

# Closing Review

- Reflect:
  - How closely does your role as an SLT coach match what you thought it would be prior to this meeting?
  - What was one thing that surprised you? One thing that you already knew?
- Be ready to share