

Post Observation Tool Guide

Overview

The **Post Observation Coach Conversation Tool** is intended to be used in collaborative conversations focused around observational evidence. The structure of the tool will help narrow down a focus for reflection and allow the teacher to identify successes in the lesson and what led to those successes. It also allows teachers to identify areas for further development with concrete action planning built in so that the teacher can walk away with something they can implement immediately.

Review focus area(s) and identify overall impression from the observation
Review evidence to identify success around the focus area
Review data to identify opportunities for growth
Review student learning data
Action planning
Schedule next visit and reflect

Possible entry points

- After a collaboratively planned lesson and an observation occurred where observational data was collected
- Promote teacher reflection on how students respond to new instructional strategies or tasks
- After a teacher video tapes their practice for self reflection of a lesson

Planning prior to the conversation

- Review tools, focus areas, and action steps from previous conversation and be prepared for how this conversation connects to progressing forward in their growth.
- Review the observation data to identify successes as well as opportunities for growth, so you can look for entry points to bring them up during the collaborative conversation.
- Select questions you want to include in your conversation and create any additional questions you want to include during each of the steps to tailor it to the specific focus and needs of the teacher.
- Consider how your teacher has communicated they like to reflect on their practice and receive feedback
- Review the various coaching stances and language that might be beneficial in this conversation.

Components and Considerations

Review focus area(s) and identify overall impression from the observation

Prompt the teacher to summarize impressions in relation to the learning objectives and observation focus. You will also begin to understand the teacher's mindset around the implementation of the lesson to help you intentionally shift your coaching stances and language.

Consider:

Discuss any modifications made during lesson delivery and how decisions were made

This will allow you to find entry points in the next portion of the tool as you utilize data to look deeper at the actions that created successes and opportunities for growth.

Review evidence to identify success around the focus area

Collaboratively reflect on observational data to identify areas that have positive impacts on the observation focus.

Consider:

Provide time for the teacher to review the data and identify the successes based on the focus areas

Prepare to redirect the conversation if teachers begin with areas of growth, this will help maintain a strength based conversation.

Review data to identify opportunities for growth

Collaboratively reflect on observational data to identify areas for growth on the observation focus.

Consider:

Provide time for the teacher to review the data and identify the opportunities for growth based on the focus areas.

Review student learning data

Use student work samples from the lesson to reflect on how the successes impacted student learning as well as consider what changes to practice might increase student learning.

Consider:

What action step could have a quick impact and help to build confidence in the teacher?

Are there action steps that need to take place so that other steps can be more effective?

Action planning

Plan, model and practice next steps, as well as develop implementation timelines for accountability.

Consider:

What action step could have a quick impact and help to build confidence in the teacher?

Are there action steps that need to take place so that other steps can be more effective?

Is the teacher walking away with all resources needed to be successful in implementing next steps?

Schedule next visit and reflect

Reflect on the impact of coaching support as well as provide feedback to make sure teacher's needs are met. Scheduling the next visit will help in creating continuous cycles of support.