

## Coaching Cycle Cheat Sheet

<p><b>Phase 1: Pre-Conference</b></p>	<ul style="list-style-type: none"> <li>— Link to principal’s instructional focus</li> <li>— What we’ll work on (give options/menu)</li> <li>— What style of coaching we’ll do</li> <li>— Date</li> <li>— Time</li> <li>— Where I’ll sit</li> <li>— What I’ll take note on/evidence I’ll pick up</li> <li>— When we’ll debrief</li> </ul>
<p><b>Phase 2: Execution</b></p>	<ul style="list-style-type: none"> <li>— Observation</li> <li>— Demonstration</li> <li>— Co-observation</li> <li>— Side-by-side</li> <li>— Shadow</li> </ul>
<p><b>Phase 3: Debriefing</b></p>	<ul style="list-style-type: none"> <li>— Restate the purpose of the coaching cycle</li> <li>— Ask teacher to reflect on the lesson</li> <li>— Share evidence/notes</li> <li>— Give specific adjustments and to-do</li> <li>— Ask teacher to reflect on the notes and to-do</li> <li>— Confirm the next step and when you’ll check on it (this is actually Phase 1!)</li> </ul>