

Observation Log & Coaching Plan

 Time spent in observation: **12 min**

 Time spent in coaching meeting: **15 min**

Goal																															
<p>Set up the instructional environment with 80% of the procedures correct during math and writing lessons for 3 days in a row by end of next week (Jan 31).</p>																															
What I observed	Supportive feedback I want to share																														
<ul style="list-style-type: none"> ▪ Lesson/instructional activity: Addition ▪ Instructional practice(s): <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Setting up instruction <input type="checkbox"/> Prompting <input type="checkbox"/> Error correction <input type="checkbox"/> Reinforcement <input type="checkbox"/> Other: • Stated behavior expectations (eyes, hands, body) and ended sentence with target student's name. Student responded well to name • Started speaking to student while also gathering materials • Stated instructions for target student • No specific instructions for other students in the group • Once para sat down with student, she used a gestural prompt to direct student's gaze towards her. Then she presented a task 	<p>Stated specific behavior expectations before beginning activity. Helps students know what's expected and reduces challenging behavior.</p> <hr/> <p>Called target student's name to draw his attention, provided adequate processing time and ensured student heard instructions.</p> <hr/> <p>Once activity started, successfully used gesture prompt to obtain student's attention. Helped student to have joint attention on materials.</p>																														
Constructive feedback I want to share																															
<p>Specific instructions directed at one student but not at other students in the group. Other students talked while waiting. Consider obtaining whole group's attention with (1) hand signal (2) sign board (3) verbal statement. Ask para which strategy is preferred.</p>																															
Coaching Meeting Checklist																															
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #e0e0e0;"> <th style="width: 80%; padding: 5px;">Before coaching</th> <th style="width: 20%; padding: 5px;">+/-/na</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">Refer to current action plan for areas/topics to address</td> <td style="padding: 5px;"></td> </tr> <tr> <td style="padding: 5px;">Identify para's support needs based on SI fidelity data or para observation video</td> <td style="padding: 5px;"></td> </tr> <tr style="background-color: #e0e0e0;"> <th style="padding: 5px;">During coaching</th> <th style="padding: 5px;">+/-/na</th> </tr> <tr> <td style="padding: 5px;">Open coaching session with a positive greeting</td> <td style="padding: 5px;"></td> </tr> <tr> <td style="padding: 5px;">Review purpose of coaching session using action plan</td> <td style="padding: 5px;"></td> </tr> <tr> <td style="padding: 5px;">Prompt para to reflect on implementation progress</td> <td style="padding: 5px;"></td> </tr> <tr> <td style="padding: 5px;">Share supportive feedback of SI practices observed</td> <td style="padding: 5px;"></td> </tr> <tr> <td style="padding: 5px;">Share constructive feedback of SI practices observed</td> <td style="padding: 5px;"></td> </tr> <tr> <td style="padding: 5px;">Share graphic feedback (visual data) ≥ 1 in 3 meetings</td> <td style="padding: 5px;"></td> </tr> <tr> <td style="padding: 5px;">Prompt para to share questions related to SI</td> <td style="padding: 5px;"></td> </tr> <tr> <td style="padding: 5px;">Ask para to share questions/requests related to coaching</td> <td style="padding: 5px;"></td> </tr> <tr> <td style="padding: 5px;">Offer resources related to action plan/goal</td> <td style="padding: 5px;"></td> </tr> <tr> <td style="padding: 5px;">Review action plan (adjust every meeting as needed)</td> <td style="padding: 5px;"></td> </tr> <tr> <td style="padding: 5px;">Remind para of next steps/ meeting date</td> <td style="padding: 5px;"></td> </tr> </tbody> </table>		Before coaching	+/-/na	Refer to current action plan for areas/topics to address		Identify para's support needs based on SI fidelity data or para observation video		During coaching	+/-/na	Open coaching session with a positive greeting		Review purpose of coaching session using action plan		Prompt para to reflect on implementation progress		Share supportive feedback of SI practices observed		Share constructive feedback of SI practices observed		Share graphic feedback (visual data) ≥ 1 in 3 meetings		Prompt para to share questions related to SI		Ask para to share questions/requests related to coaching		Offer resources related to action plan/goal		Review action plan (adjust every meeting as needed)		Remind para of next steps/ meeting date	
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Setting	Enhancement Strategies I could use																														
Coaching meeting	<input type="checkbox"/> Observation video review <input type="checkbox"/> Video modeling <input type="checkbox"/> Role play <input type="checkbox"/> Problem solving discussion																														
Observation	<input type="checkbox"/> In vivo modeling <input type="checkbox"/> Verbal/gestural support																														
Classroom	<input type="checkbox"/> Environmental modification																														
Other: _____																															
Notes (Optional: para's questions, comments, or requests; what you want to follow-up with)																															
<p>Para needed to state different activity expectations and instructions (for different worksheets) with students. Create a visual reminder for para to obtain student attention before giving instructions.</p>																															