



DEVELOPING PRINCIPAL/COACH PARTNERSHIP AGREEMENTS

Goal: To develop agreements for the principal/coach partnership

BASIC AGREEMENTS

In our coaching partnership, what roles do we take on?

- What expectations do we have about our roles when working together?
- What are the boundaries of the coaching work?
- How much flexibility will we have with each other?
- What does professional responsibility look like to each of us?

How often do we meet? When? Where?

- Where will we typically meet? (Coach's office? Principal's office? Somewhere else?)
- Do we need meeting reminders? If so, who will send them?
- How will we take, share, and review meeting notes?
- What happens if one of us is late?
- What happens if one of us needs to cancel?

How and when will we communicate?

- Electronically? In person?
- How should the coach share their work?
- How will the role of the coach be communicated to teachers?
- How will we handle conflict?
- What important dates should be put on the calendar?

Will we communicate any of our instructional leadership work to the teachers?

- How will celebrations and accomplishments be shared?
- What happens if the coach has conflict with a teacher?
- What information remains confidential?

How will we know what to focus on?

- Which teachers should the coach work with? How will we determine that?
- What topics do we want (and not want) to discuss in our meetings?
- How will we keep our focus when distractions come up?

How will we monitor progress?

- What results will the coach be expected to show at the end of the year?
- How will the coach be expected to track time?
- When can the coach ask questions related to school improvement?
- When and how will we look at student data? Teacher data?

