

PROPOSAL
Coaching for Covington ISD
Dr. Hector Montenegro
1/23/24

GOAL

To provide support to three schools in Covington ISD in order to better serve the needs of English Learners in CISD.

OBJECTIVES

- Step I** Establish initial communications with three schools to assess current program designs, available resources, administrative support, performance data and identify specific achievement goals and areas of need.
- Step II** Schedule a site visit to CISD to conduct observations and gather data, debrief what was observed and learned from the visit, develop protocols to modify structures and instructional strategies that would further strengthen the EL programs of CISD.
- Step III** Develop coaching schedule and follow-up procedures as a result of the initial visit. Conduct classroom observations and coaching sessions at CISD to ensure implementation and sustainability of the program improvement practices.

ACTION STEPS

Communications with Target Schools

February 1-2 (possible dates) - Initial two-hour separate virtual meetings with Holmes HS, Holmes MS and 6th District ES administrators, school leadership teams and district personnel to articulate existing program designs, identify specific areas of need and interest, process existing student data as a baseline for setting student achievement goals, select observation and data gathering protocols for the visit. This would be the time to agree on a process to consider ideas, structures and instructional strategies that would further strengthen the EL programs of the selected schools. Select dates for initial site visits and coaching and discuss the framework for each visit and coaching session. Communicate the results of this initial planning meeting with the school administrators so that they can plan their site visits and coaching sessions with their faculty and staff. In addition, a call with central office staff would be needed to discuss district goals, policy and data for ELs.

Site Visits

March 12-14 (suggested dates for the initial site visits) – Each of the three schools would select one of the dates for their site visit and develop an agenda and schedule based on the areas of need discussed in the initial two-hour call. The schedules would include a morning briefing to review the schedule for the day, meet teachers to be observed, meet with students (and parents as an option) in a focus group and hold a closing debrief at the end of the day. Central office would be invited to attend each site visit. Convene a meeting with central office staff on the last day for a debrief of the site visits.

Post Site Visit Support and Coaching

April 1-3 (suggested dates for the coaching) - Conduct classroom observations and coaching sessions at the three schools to ensure clarity, implementation and sustainability of the program improvement practices agree to during the initial call and site visits.

COMPENSATION

Three virtual 2 hour consultations 3 x \$1,500 = \$4,500

Three in person full day site visits 3 x \$5,500 = \$16,500

Three in person coaching visits 3 x \$5,500 = \$16,500

GRAND TOTAL = \$37,500.

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