

The Three Steps of the Coaching Cycle Applied To the Organizing Together Program

Step 1: Identify

- 1. The teacher gets a clear picture of the current reality.**
 - The teacher and coach discuss organizational skills of students (e.g., students have disorganized desks, backpacks, lockers, fail to turn in assignments on time, do not manage their time effectively.)
- 2. The coach prompts the teacher to set a goal(s).**
- 3. The teacher identifies teacher-focused goal(s) and student-focused goal(s).**
 - See the Example Goal Sheet for the Organizing Together Program
- 4. The coach supplies information about programs available.**
- 5. The teacher identifies the Organizing Together Program to meet the goals.**

Step 2: Learn

- 1. The coach helps the teacher with logistics for using the program.**
 - Setting up Student Folders
 - Deciding how to deal with printing
 - Setting up locations for printed materials and student folders
 - Identifying appropriate working partners
 - Creating an effective room arrangement
- 2. The teacher becomes familiar with each strategy and checklist.**
- 3. The coach prompts the teacher to customize rationales, examples, and models.**
- 4. The teacher sets a time to start implementing.**
- 5. The coach offers demonstrations of how to teach a lesson.**
- 6. The teacher chooses an approach to provide individual and partner feedback to students as they work together on organization.**
- 7. The coach shares the checklists.**
 - See the strategy and organization checklists
- 8. The teacher chooses an approach to assess organization.**
- 9. The coach prompts the teacher to decide times to devote to student organization.**

Step 3: Improve

- 1. The teacher implements the program with student(s).**
- 2. The coach observes the teacher and checks student folders.**
- 3. The teacher is videotaped while teaching, providing feedback to students, and assessing organization.**
- 4. Data are gathered related to the identified goals.**
- 5. Coach and teacher meet to discuss implementation and progress toward the goal(s).**
- 6. The teacher makes modifications until the goal(s) are met.**