



The Incredible Years
Group Leader -Coach Meeting –Agenda
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| Group Leader -Coach Training | Progress Notes and Dates |
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| Workshop #1 Proactive Teacher and Relationship Building. | |
| Coach Training Day #1 (half day) Review Teacher/Coach <i>Agenda Template</i> for coaches meeting with teachers. | |
| Review <i>Teacher Classroom Management Observation Inventory-Proactive Teachers Strategies</i> for workshop delivered. | |
| Review Setting Goals with Teachers (use <i>Teachers Thinking Like Scientists</i>) Review and Problem Solve Proactive Behavior Plan Review Teacher Plans to Involve Parents | - |
| Review <i>Teacher Peer Coach Process Checklist</i> for teaching about coaching process. | |
| Plan Dates for Calls with Coaches. During these calls group leaders will ask coaches about: reading chapters, number of teachers met with, barriers for meeting with teachers, additional vignettes shown, helping teachers use strategies learned or follow up through on behavior plans. | |
| Notes: | |

| Workshop #2 Teacher Attention, Praise and Coaching | Progress Notes and Dates |
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| <p>Coach Training Day #2: (full day) Group Leader and coach talk about goals for their meeting time together, process of peer coaching and self-evaluation of their success (see checklist).</p> | |
| <p>Review <i>Teacher Classroom Management Observation Inventory</i> for workshop.</p> | |
| <p>Review strategies covered in workshop and behavior plans.</p> | |
| <p>Group leader discusses with coach her progress regarding reading chapter assignment and any questions.</p> | |
| <p>Group leader and coach discuss teachers' plans to involve students' parents in their children's education and behavior plans. Brainstorm solutions.</p> | |
| <p>Group leader reviews IY handouts with coach (blackboard notes, buzzes).</p> | |
| <p>Day # 2: Group leaders asks coach for her summary of teacher strengths and future goals and how she will help teacher achieve them.</p> | |
| <p>Group leader and coach determine goals to try to accomplish before next meeting time.</p> | |
| <p>Plans are made to review further vignettes: Classroom Management Program DVDs and self-administered manuals Or, the Emotional Regulation DVD, or the School Readiness and Reading DVD .</p> | |
| <p>Plan Dates for Calls with Coaches.</p> | |

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| <p>III. Workshop Day #3 Motivating Children through Incentives</p> <p>Coach Training Day #3: (1/2 day) Group Leader and coach talk about goals for their meeting time together, process of peer coaching and reflection on their success.</p> | |
| <p>Review <i>Teacher Classroom Management Observation Inventory</i> for workshop delivered.</p> | |
| <p>Review with coach strategies covered in particular workshop and behavior plans.</p> | |
| <p>Group leader discusses with coach their progress regarding reading chapter assignment and any questions.</p> | |
| <p>Group leader and coach discuss teachers' plans to involve students' parents in their children's education and behavior plans.</p> | |
| <p>Group leader reviews IY handouts with coach.</p> | |
| <p>Group leader asks coach for her summary of teacher strengths and future goals and how she will help teacher achieve them.</p> | |
| <p>Group leader and coach determine goals to try to accomplish before next meeting time.</p> | |
| <p>Plan Dates for Calls with Coaches.</p> | |

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| <p>IV. A. Workshop Day #4 Decreasing Inappropriate Behavior/Proactive Discipline</p> <p>Coach Day #4: (1/2 day) Group Leader and coach talk about goals for their meeting time together, process of peer coaching and reflection on their success.</p> | |
| <p>Review <i>Teacher Classroom Management Observation Inventory</i> for workshop delivered.</p> | |
| <p>Review strategies covered in particular workshop and behavior plans.</p> | |
| <p>Group leader discusses with coach their progress regarding reading chapter assignment and any questions.</p> | |
| <p>Group leader and coach discuss teachers' plans to involve students' parents in their children's education and behavior plans.</p> | |
| <p>Group leader reviews IY handouts with teachers.</p> | |
| <p>Group leader asks coach to share her summary of teacher strengths and future goals and how she will help teacher achieve them.</p> | |
| <p>Group leader and coach determine goals to try to accomplish before next meeting time.</p> | |
| <p>Plan Dates for Calls with Coaches.</p> | |

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| <p>V. A. Workshop Day #5 Decreasing Inappropriate Behavior (1 day)</p> <p>Day #5: (full day) Group Leader and coach talk about goals for their meeting time together, process of peer coaching and reflection on their success.</p> | |
| <p>Review <i>Teacher Classroom Management Observation Inventory</i> for workshop delivered.</p> | |
| <p>Reviews strategies covered in particular workshop and behavior plans.</p> | |
| <p>Group leader discusses with coach their progress regarding reading chapter assignment and any questions.</p> | |
| <p>Group leader and coach discuss teachers' plans to involve students' parents in their children's education and behavior plans.</p> | |
| <p>Group leader reviews IY handouts with coach.</p> | |
| <p>Group leader asks coach to share her summary of teacher strengths and future goals and how she will help teacher achieve them.</p> | |
| <p>Group leader and coach determine goals to try to accomplish before next meeting time.</p> | |
| <p>Plans are made to review further vignettes: Classroom Management Program DVDs and self-administered manuals or the Emotional Regulation DVD or the School Readiness and Reading DVD .</p> | |
| <p>Plan Dates for Calls with Coaches.</p> | |

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| <p>VI. A Workshop Day #6 Emotional, Social and Problem Solving Training (1/2 day)</p> <p>Day #6: (1/2 day) Group Leader and coach talk about goals for their meeting time together, process of peer coaching and reflection on their success.</p> | |
| <p>Review <i>Teacher Classroom Management Observation Inventory</i> for workshop delivered.</p> | |
| <p>Reviews strategies covered in particular workshop and behavior plans.</p> | |
| <p>Group leader discusses with coach their progress regarding reading chapter assignment and any questions.</p> | |
| <p>Group leader and coach discuss teachers' plans to involve students' parents in their children's education.</p> | |
| <p>Group leader reviews IY handouts and behavior plans.</p> | |
| <p>Day # 6: Group leader asks coach to share her summary of teacher strengths and future goals and how she will help teacher achieve them.</p> | |
| <p>Group leader and coach determine goals to try to accomplish before next meeting time.</p> | |
| <p>Plan Dates for Calls with Coaches.</p> | |

| Group Leader Schedule | Dates |
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| I. A. Workshop Day #1 Proactive Teacher and Relationship Building. | |
| B. Group Leader-Coach Training Day #1 - Review Classroom Observation Role and Observation Inventory - Review Protocol for Teacher-Coach Meeting and Coaching Process - Plan Calls between Group Leader and Coach | |
| C. Calls with Peer Coaches (scheduled) - Pre-workshop call date: _____ - Post-workshop call date: _____ D. Calls with Trainer - Pre-workshop call date: _____ - Post-workshop call date: _____ | |
| II. A. Workshop Day #2 Teacher Attention, Praise and Coaching | |
| B. Group Leader-Coach Training Day #2 - Review Progress Coaching Teachers (observational inventories) - Visit some classrooms together (only if time) - Talk about possible training DVDs can view C. Calls with Peer Coaches (scheduled) - Pre-workshop call date: _____ - Post-workshop call date: _____ D. Calls with Trainer - Pre-workshop call date: _____ - Post-workshop call date: _____ | |
| III. A. Workshop Day #3 Motivating Children through Incentives B. Group Leader-Coach Training Day #3 - Review Progress Coaching Teachers (observational inventories) - Visit some classrooms together (only if time) - Talk about possible training DVDs can view C. Calls with Peer Coaches - Pre-workshop call date: _____ - Post-workshop call date: _____ | |

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| <p>E. Calls with Trainer</p> <ul style="list-style-type: none"> - Pre-workshop call date: _____ - Post-workshop call date: _____ | |
| <p>IV. A. Workshop Day #4 Decreasing Inappropriate Behavior/Proactive Discipline</p> <p>B. Group Leader-Coach Training Day #4</p> <ul style="list-style-type: none"> - Review Progress Coaching Teachers (observational inventories) - Visit some classrooms together (only if time) - Talk about possible training DVDs can view <p>C. Calls with Peer Coaches (scheduled)</p> <ul style="list-style-type: none"> - Pre-workshop call date: _____ - Post-workshop call date: _____ <p>D. Calls with Trainer</p> <ul style="list-style-type: none"> - Pre-workshop call date: _____ - Post-workshop call date: _____ | |
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| <p>V. A. Workshop Day #5 Decreasing Inappropriate Behavior</p> <p>B. Group Leader-Coach Training Day #5</p> <ul style="list-style-type: none"> - Review Progress Coaching Teachers (observational inventories) - Visit some classrooms together (only if time) - Talk about possible training DVDs can view <p>C. Calls with Peer Coaches</p> <ul style="list-style-type: none"> - Pre-workshop call date: _____ - Post-workshop call date: _____ <p>D. Calls with Trainer</p> <ul style="list-style-type: none"> - Pre-workshop call date: _____ - Post-workshop call date: _____ | |
| <p>VI. A Workshop Day #6 Emotional, Social and Problem Solving Training</p> <p>B. Group Leader-Coach Training Day #6</p> <ul style="list-style-type: none"> - Review Progress Coaching Teachers (observational inventories) - Visit some classrooms together (only if time) - Talk about possible training DVDs can view <p>C. Calls with Peer Coaches</p> <ul style="list-style-type: none"> - Pre-workshop call date: _____ - Post-workshop call date: _____ | |

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| D. Calls with Trainer - Pre-workshop call date: _____ - Post-workshop call date: _____ | |
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