

Teacher:

Date:

Topic:

Teacher Conference Conversation Planning Notes

Reflect	<i>If Necessary</i>	Collaborate	<i>If Necessary</i>	Consult	<i>If Necessary</i>	Direct
<p>What questions can I ask to promote deep reflection and ownership of this goal and/or challenge?</p> <p><i>Note: Use of one or both of your coaching tools would be an appropriate place to start (Action Protocol or Reflection Protocol).</i></p>		<p>What are some ideas I can gently contribute to a brainstorming session if my teacher is feeling stuck in his/her thinking?</p>		<p>What teaching or advice is needed here?</p> <p><i>Note: Offer several ideas and empower the principal with choosing which idea(s) might work best for him/her.</i></p>		<p>Describing/addressing the performance gap:</p> <ul style="list-style-type: none">- What is the desired performance level in this area (desired state)?- What is the observed performance level in this area (current state)?- What are the non-negotiable next steps?

