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| **Coordinator Action Plan** | | | | |
| **School:** | **Coordinator:** | | **Date:** | |
| **District:** | **PD Provided to date:** | | **Focus:** | |
| **Reading Coach:** | |  | |
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|  | | | | |
| **Teacher/Grade Level** | **Concerns** | **Strategy**  (to address Concerns) | **Evidence of Implementation**  (to document Progress) | |
| **Tasks**  (to implement after PD) | **Timeline**  (Introduced to Completed:  Month/day to Month/Day) | **Person Responsible**  (Title, Name) |
| *Sam Smith / 6th*  *\*This teacher was moved from 2nd to 6th grade 4 weeks ago.* | *Limited student discourse*  *Low engagement*  *Low rigor*  *Lack of probing*  *Limited use of Gradual Release*  *Limited use of D.I. (using data)*  *Excessive absenteeism* | Strategy:  *Implement gradual release & differentiated instruction (D.I.) to increase rigor, engagement & opportunities for student discourse.* | Evidence:  *Teacher Lesson Plans*  *Classroom Walkthrough Notes* | |
| Task #1:  *-Confer, Observe, & Debrief* | Timeline:  *-Weekly (January- February)*  *-Weekly as needed (February –May)* | Responsible:  *-Julie (Coach will observe)*  *-Phyllis (Julie will coach the coach)* |
| Task #2:  *-One week cycle of:*  *Model, Co-teach, Coach* | Timeline:  *-February* | Responsible:  *Julie & Phyllis* |
|  |  | Strategy: | Evidence: | |
| Task #1: | Timeline: | Responsible: |
| Task #2: | Timeline: | Responsible: |
|  |  | Strategy: | Evidence: | |
| Task #1: | Timeline: | Responsible: |
| Task #2: | Timeline: | Responsible: |
|  | ) | Strategy: | Evidence: | |
| Task #1: | Timeline: | Responsible: |
| Task #2: N/A | Timeline: | Responsible: |

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|  |  | Strategy: | Evidence: | |
| Task #1: | Timeline: | Responsible: |
| Task #2: | Timeline: | Responsible: |
|  |  | Strategy: | Evidence: | |
| Task #1: | Timeline: | Responsible: |
| Task #2: | Timeline: | Responsible: |
|  |  | Strategy: | Evidence: | |
| Task #1: | Timeline: | Responsible: |
| Task #2: | Timeline: | Responsible: |
|  |  | Action Step: | Evidence: | |
| Task #1: | Timeline: | Responsible: |
| Task #2: | Timeline: | Responsible: |
|  |  | Action Step: | Evidence: | |