

## Coaching Session Notes

CANDIDATE: Norma Carlos

COACH: Brad Bixel

DATE: 09/04/2020

<p>Coaching Session Agenda/Anticipated STANDARD</p> <ol style="list-style-type: none"> <li>1. Review previous session agreements             <ol style="list-style-type: none"> <li>a. Not applicable- starting second year. Just met with Brad after several months.</li> </ol> </li>   <li>2. Identify coaching session emphasis based on candidate's Individual Plan <u>Goals</u> <ol style="list-style-type: none"> <li>a. In depth collaboration on CPSEL 1</li>   <li>b. Further develop my goal of a vision of learning</li> <li>c. Revise CPSEL Standard 3- developmentment of a COVID -19 Taskforce</li> <li>d. Revise CPSEL Standard 6- Development of Learning Continuity and Attendance Plan -presenting plan to our stakeholders and school board members</li> </ol> </li> </ol>	<p>Candidate's Next Steps:</p> <ul style="list-style-type: none"> <li>● Due to my new principal position- rebranding my region; order school spirit wear</li> <li>● Work collaboratively with staff and teachers to develop a new vision for our region</li> <li>● Development of Learning Continuity Plan- working with all stakeholders; setting up a Parent Engagement and feedback meeting</li> </ul>
<p>Coaching Session STANDARDS:</p> <p>Eternal Context and Policy</p> <p>Development and Implementation of a Shared Vision</p> <p>Instructional Leadership</p> <p>Family and Community Engagement</p>	<p>Coach's Next Steps:</p> <ul style="list-style-type: none"> <li>● Follow up with Norma on a vision of learning pertaining to CPSEL 1.</li> <li>● Review, revise and collaborate with Norma on goals in IIP.</li> </ul> <hr/> <p>Next Meeting Agenda</p> <p>CPSELS follow up</p> <p>LCP progress follow up</p> <p>Board meeting</p> <hr/> <p>Next Meeting Date and Time</p> <p>09/11/2020 @ 11am</p>

## Coaching Session Notes

CANDIDATE: Norma Carlos

COACH: Brad Bixel

DATE: 09/11/2020

<p>Coaching Session Agenda/Anticipated STANDARD</p> <ol style="list-style-type: none"> <li>1. Review previous session agreements             <ol style="list-style-type: none"> <li>a. Creation of vision of learning pertaining to CPSEL                 <ol style="list-style-type: none"> <li>1. b. Rebranding of region; ordered spirit wear</li> <li>c. Review and revised goals on Induction Plan</li> </ol> </li> </ol> </li>   <li>2. Identify coaching session emphasis based on candidate's Individual Plan <u>Goals</u> <ol style="list-style-type: none"> <li>a. In depth collaboration on CPSEL 1</li>   <li>b. Discussion and revision of CPSEL Standard 3- developmentment of a COVID -19 Taskforce</li> <li>c. Discussion and revision of CPSEL Standard 6- Development of Learning Continuity and Attendance Plan -presenting plan to our stakeholders and school board members</li> </ol> </li> </ol>	<p>Candidate's Next Steps:</p> <ul style="list-style-type: none"> <li>● Development of Learning Continuity Plan (LCP)- working with all stakeholders; setting up a Parent Engagement and feedback meeting</li> <li>● Presenting LCP plan to OFY-Duarte School Board on Sept 17, 2020</li> </ul>
<p>Coaching Session STANDARDS:</p> <p>Eternal Context and Policy</p> <p>Development and Implementation of a Shared Vision</p> <p>Instructional Leadership</p> <p>Family and Community Engagement</p>	<p>Coach's Next Steps:</p> <ul style="list-style-type: none"> <li>● Follow up with Norma on working with school boards ● Review, revise and collaborate with Norma on goals in IIP.</li> </ul> <hr/> <p>Next Meeting Agenda</p> <p>CPSELS follow up</p> <p>LCP progress follow up</p> <p>Board meeting</p> <hr/> <p>Next Meeting Date and Time</p> <p>09/18/2020 @ 11am</p>

## Coaching Session Notes

CANDIDATE: Norma Carlos

COACH: Brad Bixel

DATE: 09/18/2020

<p>Coaching Session Agenda/Anticipated STANDARD</p> <ol style="list-style-type: none"> <li>1. Review previous session agreements             <ol style="list-style-type: none"> <li>a. Review and revised goals on Induction Plan</li> <li>b. Presentation of LCP plan to OFY-Duarte School Board</li> </ol> </li>   <li>2. Identify coaching session emphasis based on candidate's Individual Plan <u>Goals</u> <ol style="list-style-type: none"> <li>a. Revising Induction plan to include the following: development of Learning Continuity Plan; Development of Exposure Management Plan; Development of Containment Response and Control Plan</li> <li>b. Discussion and revision of CPSEL Standard 3- developmentment of a COVID -19 Taskforce</li> <li>c. Discussion and revision of CPSEL Standard 6- Development of Learning Continuity and Attendance Plan -presenting plan to our stakeholders and school board members</li> </ol> </li> </ol>	<p>Candidate's Next Steps:</p> <ul style="list-style-type: none"> <li>● Development of Learning Continuity Plan (LCP)- working with all stakeholders; setting up a Parent Engagement and feedback meeting</li> <li>● Development of Exposure Management Plan for Return to School for Specialized groups</li> <li>● Development of Containment Response and Control Plan for Return to school for Specialized groups</li> </ul>
<p>Coaching Session STANDARDS:</p> <p>Eternal Context and Policy</p> <p>Development and Implementation of a Shared Vision</p> <p>Instructional Leadership</p> <p>Family and Community Engagement</p>	<p>Coach's Next Steps:</p> <ul style="list-style-type: none"> <li>● Follow up with Norma on working with school boards ● Review, revise and collaborate with Norma on goals in IIP.</li> </ul> <hr/> <p>Next Meeting Agenda</p> <p>CPSELS follow up</p> <p>LCP progress follow up</p> <p>Board meeting</p> <p>Development of plans</p> <hr/> <p>Next Meeting Date and Time</p> <p>09/25/2020 @ 11am</p>

## Coaching Session Notes

CANDIDATE: Norma Carlos

COACH: Brad Bixel

DATE: 09/25/2020

<p>Coaching Session Agenda/Anticipated STANDARD</p> <ol style="list-style-type: none"> <li>1. Review previous session agreements             <ol style="list-style-type: none"> <li>a. Reviewed Assessment Data, Action Steps and Evidence for CPSEL 1</li> <li>b. Collaborated on school board meetings</li> <li>c. Staffing needs and additions</li> </ol> </li>   <li>2. Identify coaching session emphasis based on candidate's Individual Plan <u>Goals</u> <ol style="list-style-type: none"> <li>a. Revising Induction plan to include the following: development of Learning Continuity Plan; Development of Exposure Management Plan; Development of Containment Response and Control Plan</li> <li>b. Continued our collaboration on CPSEL Standard 3- developmentment of a COVID -19 Taskforce</li> <li>c. Collaboration on CPSEL Standard 6- Development of Learning Continuity and Attendance Plan -presenting plan to our stakeholders and school board members</li> </ol> </li> </ol>	<p>Candidate's Next Steps:</p> <ul style="list-style-type: none"> <li>● Development of Learning Continuity Plan (LCP)- working with all stakeholders; setting up a Parent Engagement and feedback meeting</li> <li>● Development of Exposure Management Plan for Return to School for Specialized groups</li> <li>● Development of Containment Response and Control Plan for Return to school for Specialized groups</li> <li>● Reopening schools for specialized groups such as special education and English Language Learners.</li> </ul>
<p>Coaching Session STANDARDS:</p> <p>Eternal Context and Policy</p> <p>Development and Implementation of a Shared Vision</p> <p>Family and Community Engagement</p>	<p>Coach's Next Steps:</p> <ul style="list-style-type: none"> <li>● Review, revise and collaborate with Norma on goals in IIP.</li> <li>● Research for resources on creating websites.</li> </ul> <p>Next Meeting Agenda</p> <p>CPSELS follow up</p> <p>LCP progress follow up</p> <p>Development of plans</p> <p>Budget deficit solutions</p>

	Next Meeting Date and Time 10/2/20 @ 8:30am
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## Coaching Session Notes

CANDIDATE: Norma Carlos

COACH: Brad Bixel

DATE: 10/02/2020

### Coaching Session Agenda/Anticipated STANDARD

1. Review previous session agreements
  - a. Reopening centers for specialized groups such as special education, English Language Learners, Foster/Homeless students.
  - b. Developments of Containment Response and Control Plan for return to school
  - c. Development of Exposure Management Plan for Return to School
  
2. Identify coaching session emphasis based on candidate's Individual Plan Goals
  - a. Revising Induction plan to include the following: development of Learning Continuity Plan; Development of Exposure Management Plan; Development of Containment Response and Control Plan
  - b. Continued our collaboration on CPSEL Standard 3- development of a COVID -19 Taskforce
  - c. Collaboration on CPSEL Standard 6- Development of Learning Continuity and Attendance Plan -presenting plan to our stakeholders and school board members
  - d. WIOA component implementations

### Candidate's Next Steps:

- Development of Exposure Management Plan for Return to School for Specialized groups
- Development of Containment Response and Control Plan for Return to school for Specialized groups
- Reopening schools for specialized groups such as special education and English Language Learners.
- Developing Cohorts within each school to limit COVID-19 exposure

### Coach's Next Steps:

- Review, revise and collaborate with Norma on goals in IIP.
- Research for resources on creating websites.
- Review school reopening plans

<p>Coaching Session STANDARDS:</p> <p>Eternal Context and Policy</p> <p>Development and Implementation of a Shared Vision</p> <p>Family and Community Engagement</p>	<p>Next Meeting Agenda</p> <p>CPSELS follow up</p> <p>WIOA component implementation</p> <p>Development of plans</p> <p>Budget deficit solutions</p>
	<p>Next Meeting Date and Time</p> <p>10/9/20 @ 9:00am</p>

## Coaching Session Notes

CANDIDATE: Norma Carlos

COACH: Brad Bixel

DATE: 10/09/2020

<p>Coaching Session Agenda/Anticipated STANDARD</p> <ol style="list-style-type: none"><li>1. Review previous session agreements<ol style="list-style-type: none"><li>a. Review of resources on creating websites for digital reflective portfolio</li><li>b. Developments of Containment Response and Control Plan for return to school</li><li>c. Development of Exposure Management Plan for Return to School</li></ol></li> <li>2. Identify coaching session emphasis based on candidate's Individual Plan <u>Goals</u><ol style="list-style-type: none"><li>a. Continued our collaboration on CPSEL Standard 3- developmentment of a COVID -19 Taskforce</li><li>b. WIOA component implementations</li><li>c. Collaboration on CPSEL Standard 2- professional growth of staff what PD am I offering to my staff, during Distance Learning</li></ol></li></ol>	<p>Candidate's Next Steps:</p> <ul style="list-style-type: none"><li>● Development of Exposure Management Plan for Return to School for Specialized groups</li><li>● Development of Containment Response and Control Plan for Return to school for Specialized groups</li><li>● Reopening schools for specialized groups such as special education and English Language Learners.</li><li>● Developing Cohorts within each school to limit COVID-19 exposure<ul style="list-style-type: none"><li>● Reach out to our PD department to collaborate on professional development opportunity offerings during Distance Learning</li></ul></li></ul>
	<p>Coach's Next Steps:</p> <ul style="list-style-type: none"><li>● Review, revise and collaborate with Norma on goals in IIP.</li><li>● Review school reopening plans/cohorts</li><li>● Discussion on Professional Development</li></ul>



<p>Coaching Session STANDARDS:</p> <p>Eternal Context and Policy</p> <p>Development and Implementation of a Shared Vision</p> <p>Family and Community Engagement</p> <p>Management and Learning Environment</p>	<p>Next Meeting Agenda</p> <p>CPSELS follow up</p> <p>WIOA component implementation</p> <p>Development of plans</p> <p>Professional Development Offerings</p>
	<p>Next Meeting Date and Time</p> <p>10/16/20 @ 9:00am</p>

## Coaching Session Notes

CANDIDATE: Norma Carlos

COACH: Brad Bixel

DATE: 10/15/2020

<p>Coaching Session Agenda/Anticipated STANDARD</p> <ol style="list-style-type: none"><li>1. Review previous session agreements<ol style="list-style-type: none"><li>a. Review of resources on creating websites for digital reflective portfolio</li><li>b. Reopening Plans for Sped and EL students- development of Cohorts</li><li>c. Developments of Containment Response and Control Plan for return to school</li><li>d. Development of Exposure Management Plan for Return to School</li></ol></li> <li>2. Identify coaching session emphasis based on candidate's Individual Plan <u>Goals</u><ol style="list-style-type: none"><li>a. Continued our collaboration on CPSEL Standard 3- developmentment of a COVID -19 Taskforce</li><li>b. WIOA component implementations</li><li>c. Collaboration on CPSEL Standard 2- professional growth of staff what PD am I offering to my staff, during Distance Learning</li></ol></li></ol>	<p>Candidate's Next Steps:</p> <ul style="list-style-type: none"><li>● Development of Exposure Management Plan for Return to School for Specialized groups</li><li>● Development of Critical Needs Assessment Plan for Charter ● Reopening schools for specialized groups such as special education and English Language Learners.</li><li>● Developing Cohorts within each school to limit COVID-19 exposure</li><li>● Meeting with PD department-Data Digest Collaboration on Social Emotional Learning Survey Results</li></ul>
	<p>Coach's Next Steps:</p> <ul style="list-style-type: none"><li>● Review, revise and collaborate with Norma on goals in IIP.</li><li>● Review school reopening plans/cohorts</li><li>● Critical Needs Assessment Plan</li><li>● Discussion on Professional Development</li></ul>

<p>Coaching Session STANDARDS:</p> <p>Eternal Context and Policy</p> <p>Development and Implementation of a Shared Vision</p> <p>Family and Community Engagement</p> <p>Management and Learning Environment</p>	<p>Next Meeting Agenda</p> <p>CPSELS follow up</p> <p>Development of Critical Needs Assessment Plan for Charter</p> <p>Reopening Plans for Cohorts</p> <p>Professional Development Offerings</p>
	<p>Next Meeting Date and Time</p> <p>10/23/20 @ 9:00am</p>

## Coaching Session Notes

CANDIDATE: Norma Carlos

COACH: Brad Bixel

DATE: 10/23/2020

<p>Coaching Session Agenda/Anticipated STANDARD</p> <ol style="list-style-type: none"> <li>1. Review previous session agreements             <ol style="list-style-type: none"> <li>a. Review of Comprehensive Needs Assessment Plan Process</li> <li>b. Reopening Plans for Sped and EL students- development of Cohorts</li> <li>c. Follow up discussion of professional development offerings during Distance Learning                 <ol style="list-style-type: none"> <li>d. Meeting with PD department-Data Digest Collaboration on Social Emotional Learning Survey Results</li> </ol> </li> </ol> </li> <li>2. Identify coaching session emphasis based on candidate's Individual Plan <u>Goals</u> <ol style="list-style-type: none"> <li>a. Continued our collaboration on CPSEL Standard 3- developmentment of a COVID -19 Taskforce</li> <li>b. Implementation of iLit English Language Development Class</li> <li>c. Collaboration on CPSEL Standard 2- professional growth of staff what PD am I offering to my staff, during Distance Learning</li> </ol> </li> </ol>	<p>Candidate's Next Steps:</p> <ul style="list-style-type: none"> <li>● Development of Comprehensive Needs Assessment Plan for Charter- set up teams of Assistant Principals</li> <li>● Reopening schools for specialized groups such as special education and English Language Learners.</li> <li>● Developing Cohorts within each school to limit COVID-19 exposure</li> </ul>
<p>Coaching Session STANDARDS:</p> <p>Eternal Context and Policy</p> <p>Development and Implementation of a Shared Vision</p> <p>Family and Community Engagement</p>	<p>Coach's Next Steps:</p> <ul style="list-style-type: none"> <li>● Review, revise and collaborate with Norma on goals in IIP.</li> <li>● Review school reopening plans/cohorts- visit from Los Angeles County Public Health Dept.</li> <li>● Development of Comprehensive Needs Assessment Plan</li> </ul> <p>Next Meeting Agenda</p> <p>CPSELS follow up</p> <p>Development of Comprehensive Needs Assessment Plan for Charter Reopening Plans for Cohorts</p>

Management and Learning Environment

Next Meeting Date and Time  
10/30/20 @ 9:00am

## Coaching Session Notes

CANDIDATE: Norma Carlos

COACH: Brad Bixel

DATE: 10/30/2020

<p>Coaching Session Agenda/Anticipated STANDARD</p> <ol style="list-style-type: none"> <li>1. Review previous session agreements             <ol style="list-style-type: none"> <li>a. Comprehensive Needs Assessment Plan- set up a taskforce comprised of Admin, teachers and staff to start the phases of developing plan</li> <li>b. Reopening Plans for Sped and EL students- met with the Dept of Public Health to go through inspection of my 2 schools. The schools were deemed ready to open.</li> <li>c. Meeting with PD department-Data Digest Collaboration on Social Emotional Learning Survey Results</li> </ol> </li>   <li>2. Identify coaching session emphasis based on candidate's Individual Plan <u>Goals</u> <ol style="list-style-type: none"> <li>a. Continued our collaboration on CPSEL Standard 3-4 developmentment of a COVID -19 Taskforce and Comprehensive Needs Assessment Plan;</li> <li>b. Monitoring progress of iLit English Language Development Class</li> <li>c. Collaboration on CPSEL Standard 4-Development and maintaining school websites</li> </ol> </li> </ol>	<p>Candidate's Next Steps:</p> <ul style="list-style-type: none"> <li>● Continuing in the Development of Comprehensive Needs Assessment Plan for Charter- set up teams of Assistant Principals, teachers and staff</li> <li>● Reopening schools for specialized groups such as special education and English Language Learners. Opening our schools to the allowed 25% capacity</li> <li>● Conference in a Day PD for teachers- best teaching practices, tiers of intervention/strategies for struggling/MIA students. New Online Digital planner to use with students.</li> </ul>
<p>Coaching Session STANDARDS:</p> <p>Eternal Context and Policy</p> <p>Development and Implementation of a Shared Vision</p> <p>Family and Community Engagement</p>	<p>Coach's Next Steps:</p> <ul style="list-style-type: none"> <li>● Review, revise and collaborate with Norma on goals in IIP.</li> <li>● Conference in a Day PD supportsgathering dat</li> <li>● Development of Comprehensive Needs Assessment Plan- data collection; collaboration on different reports- CA Dashboard, internal reporting system, SARC report</li> </ul> <p>Next Meeting Agenda</p> <p>CPSELS follow up</p> <p>Development of Comprehensive Needs Assessment Plan for Charter- different Data reports</p> <p>Reopening Plans for Cohorts</p>

Management and Learning Environment

Next Meeting Date and Time

11/06/20 @ 9:00am

## Coaching Session Notes

CANDIDATE: Norma Carlos

COACH: Brad Bixel

DATE: 11/06/2020

<p>Coaching Session Agenda/Anticipated STANDARD</p> <ol style="list-style-type: none"> <li>1. Review previous session agreements             <ol style="list-style-type: none"> <li>a. Comprehensive Needs Assessment Plan- now that we have our Team, we are gathering data for the 8 state priorities.</li> <li>b. Cohorts are going well in both school sites. Protocols are being followed. Students are showing to cohorts although we have parents who opted out.</li> <li>c. The Conference in a Day was successful. New technological tools were provided.</li> </ol> </li> <li>2. Identify coaching session emphasis based on candidate's Individual Plan <u>Goals</u> <ol style="list-style-type: none"> <li>a. collaboration on CPSEL Standard 2; Developing and guiding instructional program through PD</li> <li>b. Supporting Students in career pathway choices; Dual Enrollment</li> <li>c. Collaboration on CPSEL Standard 4-Development and maintaining school websites</li> </ol> </li> </ol>	<p>Candidate's Next Steps:</p> <ul style="list-style-type: none"> <li>● Continuing in the Development of Comprehensive Needs Assessment Plan for Charter. Gathering data in the 8 state priorities. Next step is breaking down the data and analyzing it.</li> <li>● Developing Professional Development and trainings for teachers during this Distance Learning</li> <li>● Start to develop my digital portfolio</li> </ul>
<p>Coaching Session STANDARDS:</p> <p>Eternal Context and Policy</p> <p>Development and Implementation of a Shared Vision</p> <p>Family and Community Engagement</p>	<p>Coach's Next Steps:</p> <ul style="list-style-type: none"> <li>● Review, revise and collaborate with Norma on goals in IIP.</li> <li>● Development of StarRen PD and training for teachers</li> <li>● Development of Comprehensive Needs Assessment Plan- data collection; collaboration on different reports- CA Dashboard, internal reporting system, SARC report</li> </ul> <p>Next Meeting Agenda</p> <p>CPSELS follow up</p> <p>Development of Comprehensive Needs Assessment Plan for Charter- different Data reports</p> <p>Development of PD and trainings</p>



Management and Learning Environment

Next Meeting Date and Time

11/13/20 @ 8:00am

## Coaching Session Notes

CANDIDATE: Norma Carlos

COACH: Brad Bixel

DATE: 11/13/2020

<p>Coaching Session Agenda/Anticipated STANDARD</p> <ol style="list-style-type: none"> <li>1. Review previous session agreements             <ol style="list-style-type: none"> <li>a. Comprehensive Needs Assessment Plan- Data Dive Protocol</li> <li>b. Professional Development training for teachers during Distance Learning. Working with our PD dept. on developing these PDs.</li> <li>c. Research on developing digital portfolio</li> </ol> </li> <li>2. Identify coaching session emphasis based on candidate's Individual Plan <u>Goals</u> <ol style="list-style-type: none"> <li>a. collaboration on CPSEL Standard 2; Developing and guiding instructional program through PD</li> <li>b. Supporting Students in career pathway choices; Dual Enrollment</li> <li>c. Collaboration on CPSEL Standard 4-Monitoring and maintaining our presence in the community by engaging and participating in community outreach events</li> </ol> </li> </ol>	<p>Candidate's Next Steps:</p> <ul style="list-style-type: none"> <li>● Continuing in the Development of Comprehensive Needs Assessment Plan for Charter. Data Dive protocol. Team attending a PD on how to dive into the data as a Team.</li> <li>● Developing Professional Development and trainings for teachers during this Distance Learning- Development of StarRen PD for teachers</li> <li>● Hiring staff for area growth- Post Secondary Counselor; Area Teachers; Math Intervention Specialist</li> <li>● Start to develop my digital portfolio-research</li> </ul>
<p>Coaching Session STANDARDS:</p> <p>Eternal Context and Policy</p> <p>Development and Implementation of a Shared Vision</p> <p>Family and Community Engagement</p>	<p>Coach's Next Steps:</p> <ul style="list-style-type: none"> <li>● Review, revise and collaborate with Norma on goals in IIP.</li> <li>● Development of Comprehensive Needs Assessment Plan- reviewing the steps of data collection; collaboration on different reports- CA Dashboard, internal reporting system, SARC report</li> <li>● Checking on status and process of hiring for schools</li> </ul> <p>Next Meeting Agenda</p> <p>CPSELS follow up</p> <p>Development of Comprehensive Needs Assessment Plan for Charter- different Data reports</p> <p>Hiring process</p> <p>Community Outreach</p>

Management and Learning Environment

Next Meeting Date and Time

11/20/20 @ 8:00am

## Coaching Session Notes

CANDIDATE: Norma Carlos

COACH: Brad Bixel

DATE: 11/20/2020

<p>Coaching Session Agenda/Anticipated STANDARD</p> <ol style="list-style-type: none"> <li>1. Review previous session agreements             <ol style="list-style-type: none"> <li>a. Comprehensive Needs Assessment Plan-Collecting data from various sources</li> <li>b. Hiring process to add additional staff due to enrollment increase</li> <li>c. Research on developing digital portfolio</li> </ol> </li>   <li>2. Identify coaching session emphasis based on candidate's Individual Plan <u>Goals</u> <ol style="list-style-type: none"> <li>a. collaboration on CPSEL Standard 2; Developing and guiding instructional program through PD</li> <li>b. CPSEL 3- Develop a plan for adding instructional staff as enrollment increases</li> <li>c. Collaboration on CPSEL Standard 4-Monitoring and maintaining our presence in the community by engaging and participating in community outreach events</li> </ol> </li> </ol>	<p>Candidate's Next Steps:</p> <ul style="list-style-type: none"> <li>● Continuing in the Development of Comprehensive Needs Assessment Plan for Charter. Deep Data Dive from all stakeholders</li> <li>● Developing Professional Development and trainings for teachers during this Distance Learning-Deep Dive StarRen Data - school benchmark</li> <li>● Hiring staff for area growth- Post Secondary Counselor; Area Teachers; Math Intervention Specialist- training process</li> <li>● Start to develop my digital portfolio-research</li> </ul>
	<p>Coach's Next Steps:</p> <ul style="list-style-type: none"> <li>● Collaborate with Norma on goals in IIP.</li> <li>● Development of Comprehensive Needs Assessment Plan- Data Dive and Stakeholder engagement in the data</li> </ul>
<p>Coaching Session STANDARDS:</p> <p>Eternal Context and Policy</p> <p>Development and Implementation of a Shared Vision</p> <p>Family and Community Engagement</p>	<p>Next Meeting Agenda</p> <p>CPSELS follow up</p> <p>Development of Comprehensive Needs Assessment Plan for Charter-Stakeholder engagement in data</p> <p>Hiring process</p> <p>Community Outreach</p>

Management and Learning Environment Monitoring and evaluating the program and staff	Next Meeting Date and Time 11/30/20 @ 8:00am
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CANDIDATE: Norma Carlos

COACH: Brad Bixel

DATE: 11/30/2020

<p>Coaching Session Agenda/Anticipated STANDARD</p> <ol style="list-style-type: none"><li>1. Review previous session agreements<ol style="list-style-type: none"><li>a. Comprehensive Needs Assessment Plan- Collecting data from our region in regards to core credit completion, StarRen data reports on Reading and Math assessments.</li><li>b. Hiring process to add additional staff due to enrollment increase- Train new hires</li><li>c. Research on developing digital portfolio</li><li>d. Continued Community Service Events</li></ol></li><li>2. Identify coaching session emphasis based on candidate's Individual Plan <u>Goals</u><ol style="list-style-type: none"><li>a. collaboration on CPSEL Standard 2; Developing and guiding instructional program through PD; Developing and implement new instructional programs for students</li><li>b. CPSEL 3- Develop a plan for adding instructional staff as enrollment increases</li><li>c. Collaboration on CPSEL Standard 4-Monitoring and maintaining our presence in the community by engaging and participating in community outreach events</li></ol></li></ol>	<p>Candidate's Next Steps:</p> <ul style="list-style-type: none"><li>● Continuing in the Development of Comprehensive Needs Assessment Plan for Charter. Deep Data Dive from all stakeholders</li><li>● Developing Professional Development and training for teachers during this Distance Learning-Deep Dive StarRen Data - school benchmark- what are we doing with the data? What interventions and strategies are we implementing for those students at the urgent intervention levels.</li><li>● Hiring staff for area growth- Post Secondary Counselor; Area Teachers; Math Intervention Specialist- training process- set up trainings with Coaches</li><li>● Start to develop my digital portfolio-research</li></ul>
<p>Coaching Session STANDARDS:</p> <p>Eternal Context and Policy</p> <p>Development and Implementation of a Shared Vision</p> <p>Family and Community Engagement</p>	<p>Coach's Next Steps:</p> <ul style="list-style-type: none"><li>● Collaborate with Norma on goals in IIP.</li><li>● Development of Comprehensive Needs Assessment Plan- Data Dive and Stakeholder engagement in the data; where are we at in the process? What are the inequities for the Palmdale and Lancaster centers?</li></ul> <p>Next Meeting Agenda</p> <p>CPSELS follow up</p> <p>Development of Comprehensive Needs Assessment Plan for Charter-Stakeholder engagement in data</p> <p>Hiring process</p> <p>Community Outreach</p>

Management and Learning Environment	
Monitoring and evaluating the program and staff	Next Meeting Date and Time 12/4//20 @ 8:00am

## Coaching Session Notes

CANDIDATE: Norma Carlos

COACH: Brad Bixel

DATE: 12/4/2020

<p>Coaching Session Agenda/Anticipated STANDARD</p> <ol style="list-style-type: none"> <li>1. Review previous session agreements             <ol style="list-style-type: none"> <li>a. Comprehensive Needs Assessment- stakeholder engagement</li> <li>b. Inequities of the High Desert Schools</li> <li>c. Research on developing digital portfolio</li> <li>d. Outreach Events</li> </ol> </li>   <li>2. Identify coaching session emphasis based on candidate's Individual Plan <u>Goals</u> <ol style="list-style-type: none"> <li>a. collaboration on CPSEL Standard 2; Developing and guiding instructional program through PD; Developing and implement new instructional programs for students</li> <li>b. CPSEL 3- Develop a plan for adding instructional staff as enrollment increases</li> <li>c. Collaboration on CPSEL Standard 6-Implement the components of the Workforce Innovation and Opportunity Act (WIOA) program into our school</li> </ol> </li> </ol>	<p>Candidate's Next Steps:</p> <ul style="list-style-type: none"> <li>● Continuing in the Development of Comprehensive Needs Assessment Plan for Charter. Root Cause Analysis; meeting with leadership and teachers on analyzing the 2019/2020 and 2020/2021 Data.</li> <li>● Discussion with Leadership on Future Staff Hiring</li> <li>● Discussion of District Partnership Program for the 2021/2022 school year</li> <li>● Start to develop my digital portfolio-research</li> </ul>
<p>Coaching Session STANDARDS:</p> <p>Eternal Context and Policy</p> <p>Development and Implementation of a Shared Vision</p> <p>Family and Community Engagement</p>	<p>Coach's Next Steps:</p> <ul style="list-style-type: none"> <li>● Collaborate with Norma on goals in IIP.</li> <li>● Development of Comprehensive Needs Assessment Plan- Root Cause Analysis</li> <li>● Discussion of Future Staff hiring- needs/wants</li> <li>● Discussion of Portfolio</li> </ul> <p>Next Meeting Agenda</p> <p>CPSELS follow up</p> <p>Development of Comprehensive Needs Assessment Plan for Charter-Stakeholder engagement in data</p> <p>Future Hiring Needs</p>



Management and Learning Environment Monitoring and evaluating the program and staff	Next Meeting Date and Time 12/11//20 @ 8:00am
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## Coaching Session Notes

CANDIDATE: Norma Carlos

COACH: Brad Bixel

DATE: 12/11/2020

<p>Coaching Session Agenda/Anticipated STANDARD</p> <ol style="list-style-type: none"> <li>1. Review previous session agreements             <ol style="list-style-type: none"> <li>a. Comprehensive Needs Assessment- Deep Data Dive- analyzing the metrics</li> <li>b. WIOA Implementation</li> <li>c. Research on developing digital portfolio</li> <li>d. Outreach Events- partnerships</li> <li>e. Hiring Needs</li> </ol> </li>   <li>2. Identify coaching session emphasis based on candidate's Individual Plan <u>Goals</u> <ol style="list-style-type: none"> <li>a. collaboration on CPSEL Standard 1.2; Developing, planning and implementing activities around the vision</li> <li>b. CPSEL 3- Develop a plan for adding instructional staff as enrollment increases</li> <li>c. Collaboration on CPSEL Standard 6-Implement the components of the Workforce Innovation and Opportunity Act (WIOA) program into our school</li> </ol> </li> </ol>	<p>Candidate's Next Steps:</p> <ul style="list-style-type: none"> <li>● Continuing in the Development of Comprehensive Needs Assessment Plan for Charter. Root Cause Analysis; meeting with leadership and teachers on analyzing the 2019/2020 and 2020/2021 Data</li> <li>● WIOA implementation. partnering with our WIOA partner- Goodwill to assist students in obtaining jobs and job skill workshops</li> <li>● Discussion with Leadership on Future Staff Hiring</li> <li>● Discussion of District Partnership Program for the 2021/2022 school year</li> <li>● Start to develop my digital portfolio-research</li> </ul> <p>Coach's Next Steps:</p> <ul style="list-style-type: none"> <li>● Collaborate with Norma on goals in IIP.</li> <li>● WIOA collaboration</li> <li>● Discussion of Future Staff hiring- needs/wants</li> <li>● Discussion of Portfolio</li> </ul>
<p>Coaching Session STANDARDS:</p> <p>Eternal Context and Policy</p> <p>Development and Implementation of a Shared Vision</p> <p>Family and Community Engagement</p>	<p>Next Meeting Agenda</p> <p>CPSELS follow up</p> <p>Plans on the logistics of having staff create personal, social-emotional contracts upon return from Winter Break</p> <p>Future Hiring Needs</p>

Management and Learning Environment	
Monitoring and evaluating the program and staff	Next Meeting Date and Time 12/18//20 @ 8:00am

## Coaching Session Notes

CANDIDATE: Norma Carlos

COACH: Brad Bixel

DATE: 12/17/2020

<p>Coaching Session Agenda/Anticipated STANDARD</p> <ol style="list-style-type: none"> <li>1. Review previous session agreements             <ol style="list-style-type: none"> <li>a. Comprehensive Needs Assessment- Root Cause Analysis- meeting with leadership</li> <li>b. WIOA Implementation-partnering with Goodwill for job opportunities and skills workshops</li> <li>c. Research on developing digital portfolio</li> <li>d. Outreach Events- partnerships- TAY Resource Center</li> <li>e. Hiring Needs</li> </ol> </li>   <li>2. Identify coaching session emphasis based on candidate's Individual Plan <u>Goals</u> <ol style="list-style-type: none"> <li>a. collaboration on CPSEL Standard 1.2; Developing, planning and implementing activities around the vision</li> <li>b. CPSEL 3- Develop a plan for adding instructional staff as enrollment increases</li> <li>c. Collaboration on CPSEL Standard 6-Implement the components of the Workforce Innovation and Opportunity Act (WIOA) program into our school</li> </ol> </li> </ol>	<p>Candidate's Next Steps:</p> <ul style="list-style-type: none"> <li>● Development of Comprehensive Needs Assessment Plan for Charter. Root Cause Analysis; analyzing regional grad rates, EL reclassification rates, Monthly Student Progression data, drop out rates</li> <li>● WIOA implementation- meeting with WIOA representative to discuss partnering with Community Career Development from the LA County to funnel job opportunities for our students in the Palmdale and Lancaster region</li> <li>● New Hire needs in region-reviewing budget</li> <li>● Start to develop my digital portfolio-research</li> </ul>
<p>Coaching Session STANDARDS:</p> <p>Eternal Context and Policy</p> <p>Development and Implementation of a Shared Vision</p>	<p>Coach's Next Steps:</p> <ul style="list-style-type: none"> <li>● Collaborate with Norma on goals in IIP.</li> <li>● WIOA collaboration</li> <li>● Hiring needs for region</li> <li>● Comprehensive Needs Assessment</li> <li>● Discussion of Portfolio</li> </ul> <p>Next Meeting Agenda</p> <p>CPSELS follow up</p> <p>Plans on the logistics of having staff create personal, social-emotional contracts upon return from Winter Break</p> <p>Hiring needs</p>

Family and Community Engagement Management and Learning Environment Monitoring and evaluating the program and staff	Digital Reflection portfolio SBAC Plans PD opportunities based on regional needs
	Next Meeting Date and Time 01/08/2021 @ 8:00am

