

Determining Next Steps for Ongoing Support for Schools

August 9, 2019
1:00–4:00 p.m. Central Time

Coaching Session 5

Participants

Regional Educational Laboratory (REL) Southwest

- Aaron Butler (on-site)

Oklahoma State Department of Education (OSDE)

- Brook Meiller (on-site)
- Lorraine Eldrenkamp (on-site)
- Kelly Otis (on-site)
- Shawna Wilson (on-site)

Purpose

OSDE participants will:

- Share takeaways from full series of school training sessions.
- Identify potential revisions or changes to the school training sessions.
- Determine next steps for OSDE communication, monitoring, and support for districts, schools, and external providers during implementation of their continuous improvement plans.

Agenda

Time	Topic	Person(s) Responsible
1:00–1:05 p.m.	Welcome and Confirm Purpose of Coaching Session Provide overview and confirm purpose and goals of this coaching session.	Aaron Butler Brook Meiller

1:05–1:35 p.m.

Discuss OSDE Takeaways and Potential Revisions to Training Sessions with Schools

Identify and discuss key takeaways from the training sessions and determine areas of strength and areas in need of improvement.

- What key takeaways did the OSDE team have after completing the full series of school training sessions in June?
- What feedback did OSDE receive from session participants?
- How does OSDE plan to incorporate these takeaways and feedback into future school training sessions?
- What staff members will be responsible for planning and completing those changes?

1:35–2:15 p.m.

OSDE Theory of Action for Supporting Schools

Review, discuss, and revise OSDE’s existing theory of action to support school improvement.

- What inputs, besides the spring and summer training sessions, are included or should be included in the OSDE theory of action to support schools?
- How do communication and monitoring fit into your supports?
- In what ways should external partners be included in your theory of action?
- How do other offices at OSDE contribute to your theory of action?
- What gaps do you see or anticipate that may hinder the intended outputs and outcomes in your theory of action?

2:15–2:50 p.m.

Discuss Next Steps for OSDE Communication to Support Continuous Improvement Plans

Discuss and develop a set of next steps, including roles and responsibilities for OSDE team members, to provide ongoing communication support for schools during the upcoming school year.

- What structures or processes are currently in place to support ongoing communication with schools?
- What milestones or key information will need to be communicated to schools throughout the upcoming year?
- How do other OSDE offices contribute or benefit from your communication with schools?
- What roles and responsibilities have been assigned to OSDE staff to support communication?

2:50–3:30 p.m.

Discuss Next Steps for OSDE Monitoring to Support Continuous Improvement Plans

Discuss and develop a set of next steps, including roles and responsibilities for OSDE team members, to provide ongoing monitoring support for schools during the upcoming school year.

- What structures or processes for monitoring school improvement have been successful in the past for OSDE?

- What leading indicators have been identified to monitor progress of schools?
- What leading indicators have been identified to monitor effectiveness of OSDE supports?
- What roles and responsibilities have been assigned to OSDE staff to support communication?

3:30–3:50 p.m.

Discuss Next Steps for OSDE Monitoring and Support for External Providers

Discuss and develop a set of next steps, including roles and responsibilities, to provide ongoing communication, monitoring, and support for external providers during the upcoming school year.

- What structures or processes for monitoring external providers have been successful in the past for OSDE?
- How does OSDE intend to use the external provider selection rubric to guide future monitoring and support?
- What type of communication expectations, including feedback loops, are or should be in place between OSDE and external providers?

3:50–4:00 p.m.

Next Steps and Adjourn

Determine next steps, including key responsibilities, to be completed by OSDE over the next 30-60-90 days to support schools and external providers.