

## **Course Title: Coaching: What Every Educator Needs to Know**

**Instructors:** Karla Reiss

**Length:** 10 hours

**Dates:** Rolling admissions

**Prerequisites:** Bachelor Degree

**Number of credits:** 1

### **Course Description:**

This course provides a dynamic series of sessions to develop coaching as a process, a relationship, a specific set of skills, and a powerful strategy for creating change in people and organizations. The role of “coach” is becoming more evident in our schools, and it is essential that educators from the classroom to the boardroom understand the role and skills necessary for successful coaching and for successful change to happen. The course will clarify definitions and roles of coaches. The course allows participants to experience a live workshop with a recognized leader in coaching that will prepare today’s educators for this essential role in promoting personal and organizational change. You will hear teachers, superintendents, and other educator’s role play and determine effective and appropriate coaching scenarios to improve academic achievement and professional development. You may take this course alone or with its companion course, “Mentoring to Improve Student Learning,” which provides strategies to implement an effective mentor/protégé program within a school.

### **Objectives:**

1. Knowledge –at the end of this course, the student will be able to understand
  - a. differences between coaching and mentoring,
  - b. research and growth of coaching in education,
  - c. how individuals’ thoughts and beliefs influence them to change.
2. Skills –after this course, a student will be able to
  - a. identify strategies and skills coaches use to confront resistance,
  - b. continue to learn and practice Essential Coaching Skills,
  - c. implement the 5-step model for conducting a coaching session, and
  - d. learn to use the POWERful Coaching Framework.
3. Dispositions – after this course, a student will be able to appreciate
  - a. that accountability and action are central to achieving results,
  - b. words reflect one’s thoughts and actions,
  - c. strategies for action planning, and
  - d. the concept of letting go to open space for change.

## Session Topics (5):

POWERful Coaching, Session 1: What Every Educator Must Know About Coaching	Karla Reiss
POWERful Coaching, Session 2: Becoming a Great Coach	Karla Reiss
POWERful Coaching, Session 3: Creating Coaching Competency, Part 1	Karla Reiss
POWERful Coaching, Session 4: Creating Coaching Competency, Part 2	Karla Reiss
POWERful Coaching, Session 5: Creating Coaching Competency, Part 3	Karla Reiss

## Instructor Overview:

**Karla Reiss** has earned a Bachelor of Science and a Master of Arts degree. Her Professional Diplomas are in School District Administration and Special Education. In addition, she is a Certified Professional Empowerment Coach. The bulk of her professional career is in the education field. As Coordinator of Professional Development at Western Suffolk Board of Cooperative Education Services, she designed and developed professional learning opportunities for administrators and teachers in numerous districts in Long Island, New York.

As Director of Planning and Funding at Southern Westchester Board of Cooperative Education Services, she again worked with administrators and teachers to design continuous improvement plans for a region that includes 35 school districts. She worked with both high-needs school districts as well as wealthier, low-need districts. Karla is the founder of The Change Place which was established in 2002 to provide school systems, other organizations, and individuals create a system of ongoing, customized support to help them reach their personal or professional goals.

## Methods of Instruction:

### *Percentage of Course Credit*

Methods of instruction will include

- Individual sections (5) (10 hours)
- Pre assessments (5)

5%

- Graded post assessments (5) 20%
- Video lectures (5) 35%
- Polling questions Included in videos
- Study guides (5) (60 to 100 pages)
- Handouts
- Projects 40%

**Texts (included in program)**

- Study guide provided in the program (100 - 200 pages)

**Assignments**

- Pre assignments (5)
- Post assignments (5)
- Final project (1)

**Grading:**

Grading requirements require developing an implementation plan and reflection log on coaching.

**Due dates of major assignments, projects, and examinations:** Online self-running programs can be started and completed at participants' own leisure within two months from the day they begin the course.

**FINAL EXAM PROJECT:** Develop an implementation plan for establishing an effective plan to integrate the role of coach into your school and/or classroom. You can concentrate on an individual student, a group of students, colleagues, and/or parents). \*Include the following:

1. List effective coaching skills, traits and characteristics.
2. Determine targeted criteria for participant(s).
3. Establish guidelines to provide expected outcomes.
4. Develop a timeframe for completion of the process and expected outcomes.
5. Develop a rubric to assess the impact of coaching skills on improved student performance and professional development.

*A KDS Implementation Plan Rubric is attached which provides grading levels and weights.*