

Tool 6: Systems Coaching Self-Assessment

Directions: Assess ability to provide systems coaching in literacy by rating each of the following on a scale of 1 to 3 (1-low, 2- medium, 3- high):

- I possess the knowledge of how to do this
- I can coach others to do this

Item	I Have Knowledge of How to Do This	I Can Coach Others to Do This
Establish relationships		
Assess readiness for change		
Build consensus, use data to create sense of urgency		
Identify and engage stakeholders		
Administer and analyze a needs assessment		
Use of collaborative problem-solving to develop improvement plans (including clarifying the problem, asking questions and collecting data for problem analysis; using, organizing and displaying data; and developing plans)		
Establish roles, responsibilities and decision rules		
Paraphrase others' thoughts and summarize for clarification		
Ask questions or elicit more information		
Facilitate active participation of others		
Facilitate discussions that recognize individual and cultural perspectives		
Keep team on topic, use agendas and notes		
Increase team's skill in using collaborative problem- solving		
Distribute responsibilities among team members		
Ensure and maintain administrative support for problem-solving and decisions made by team		
Keep team adhering to rules and roles		
Align improvement plans across initiatives		
Implementation and analysis of Reading Tiered Fidelity Inventory		

Universal screening assessments (selecting, administering, interpreting and assessing fidelity)		
Diagnostic assessments (selecting, administering, interpreting and assessing fidelity)		
Progress monitoring assessments (selecting, administering, interpreting and assessing fidelity)		
Outcome evaluation assessments (selecting, administering, interpreting and assessing fidelity)		
Evidence-based universal reading programs (selecting, implementing and evaluating)		
Evidence-based intervention programs (selecting, implementing and evaluating)		
Align budgets to improvement plans		
Align professional development to improvement plans		
Coach evidence-based instruction		
Evaluate the effectiveness of coaching		
Establish a fidelity of implementation system to measure staff competence and inform professional development and coaching plans		
Plan, provide and evaluate professional development		
Use feedback in planning future professional development and coaching		
Implement communication plan		