

SESSION
2
ACTIVITY
4

Planning Worksheet

Teacher Name
Coach Name
Date

School's academic focus:			Coaching Focus:		
Our norms for our meetings are:					
How do you currently integrate technology into this content area or project?					
What upcoming unit might we improve or refine?					
What do the students learn in this unit?					
Is there a particular problem or dilemma you had in the past with this unit that we might address?					
Who?					
What?					
When?					
How?					
Other issues discussed (Use probing questions to help the teacher think about the issues with the unit and determine a starting point for your collaboration):					
Action items (staff development, visitations, resources needed):			Person responsible:		Approx. time: