



# Onsite Coaching Guidance for Rhode Island's Data Use Professional Development Series

R.I. Department of Education (RIDE)

The purpose of the On-Site Visit is to support the implementation plan created by the School Data Leadership Team. The Data Analysis Coach can provide a range of support to the school and the SDLT during the visit. The On-Site Visit is a critical component of the Data Use Professional Development Series, meeting schools are their current levels of implementation in order to move them forward.

An On-Site Visit will be most successful when the following conditions for success are in place:

- A workspace conducive to data collaboration;
- Availability of all SDLT members present in school;
- Blocks of time no shorter than 45 minutes for collaboration;
- Appropriate access to data;
- Appropriate access to technology (including usernames/passwords) if appropriate for the agenda for the day;
- Preparation time for members of the SDLT in advance of the On-Site Visit.

The focus of the day's collaboration should be on discussing data that informs school- and classroom-level decisions, low stakes data conversations, and both long and short cycles of inquiry. Possible activities for the Data Analysis Coach are:

- Collaboration time with the SDLT and/or school and district leaders.
- Observing Communities of Practice or Data Team meetings.
- Model/review Turnkey Exercises.
- Analyze classroom data with classroom teachers.
- Facilitate a short Cycle of Inquiry using low stakes, formative data sources.
- Help facilitate steps of the long Cycle of Inquiry using school-wide data sources.
- Introduce topics during before or after school meetings.

### Sample On-Site Visit Schedule (Days 5, 7 & 9)

Time	Location	Who	Purpose
8:30 am	Main office	Data Analysis Coach (DAC), principal, other school leader(s)	Review progress; identify successes and challenges
9:30 am	Conference room /teachers' workroom	DAC, SDLT members, Grade Level Team	Short Cycle of Inquiry (COI), facilitate activity, observation of meeting.
10:30 am	Conference room /teachers' workroom	DAC, SDLT members, Grade Level Team (a different one)	Short Cycle of Inquiry (COI), facilitate activity, observation of meeting.
11:30 am		<b>Lunch</b>	
12:00 pm	Conference room /teachers' workroom	DAC, SDLT, Data Team, Department Meeting	Model turnkey materials or review topic with teachers
1:00 pm	Conference room /teachers' workroom	DAC, SDLT members, Grade Level Team (different from previous)	Short Cycle of Inquiry (COI), facilitate activity, observation of meeting.
2:30 pm	Conference room /teachers' workroom	DAC and PLC	Co-facilitate Data Conversation presentation