



District Capacity Coaching (DCC)

DCC – Why?

A main function of SPDG is to provide technical assistance and coaching to districts and schools as they build their capacity to implement Check & Connect and/or SIM. Since grants end, there is a need to develop people and processes inside the district to take over technical assistance and coaching roles. This coaching will support sustaining and scaling implementation across the district.

DCC – What?

Coaching is a set of responsibilities, actions, and activities that support continued professional learning. It bridges training and implementation through support such as facilitation of teams, reflection on practice, and provision of appropriate resources. Coaching includes providing appropriate support such as gathering information about current implementation status, identifying barriers to implementation and troubleshooting those barriers.

DCC – How?

DCC will be carried out by school district employees who will support district, school, and implementer teams. This support can include assisting in the collaborative planning for and alignment of initiatives, ensuring that school staff who are responsible for implementing interventions receive appropriate professional development, and providing technical assistance/coaching regarding planning for and implementing the intervention. DCC may involve facilitating a district level team, strategizing with a school team or providing one-on-one support to an individual implementer.

DCC – Who?

Those providing District Capacity Coaching (DCC) will need strong skills for delivery of professional learning and facilitation of effective coaching for District and School Implementation Teams (DITs and SITs), Coordinators and Implementers. They should be comfortable working with peers and higher ups. Preferably, those providing DCC will be a Strategic Instruction Model (SIM) Professional Developer (PDer) or Check and Connect (C&C) Coordinator or Trainer who has the knowledge and skills to support sustainability through systems and instructional coaching. DCC responsibilities are likely to be fulfilled by multiple individuals.

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General responsibilities:

- Make a commitment to champion and help sustain the efforts long-term by providing support and coaching implementation at the district, school and classroom level
- Participate in professional development appropriate to role
- Determine professional development (PD) needs within the district and facilitate professional learning opportunities
- Support all implementation teams in reviewing data to determine areas of need, including development and implementation of data collection processes and reporting and developing measurable goals and action steps
- Support teams in progress monitoring, adjusting action plans to address implementation challenges, and requesting additional support
- Participate in maintaining and updating the DIT's vision and mission for C&C and/or SIM implementation
- Coordinate calendar with district, schools, discretionary projects (SPDG, FDLRS. Project 10, MTSS, etc.)
- Advise DIT on allocation of funds based on implementation needs
- Communicate and follow process for staff to receive Master In-Service credit for professional development/training upon completing requirements
- Assist in recruitment of schools for implementation scale-up
- Collaborate with DIT in identifying potential C&C trainers and SIM Professional Developers and/or Specialists
- Maintain regular communication with C&C/ SIM coordinators and support progress monitoring

SIM responsibilities:

- Facilitate instructional coaching and follow-up from PD
- Facilitate action planning to ensure that certified PDers/Specialist maintain their certifications by attending the Florida SIM update a minimum of once every two years, paying for Strateworks and submitting data to FDLRS
- Facilitate action planning to ensure that SIM implementation is aligned to instructional initiatives and communicated within school teams
- Support Site Coordinators in fulfilling their responsibilities
- Connect with FDLRS for additional supports around SIM as needed

Check and Connect responsibilities:

- Ensure coordinators and mentors have time and access to eligible students and families
- Ensure mentors have access to appropriate data systems and assist with collection of data concerning fidelity of implementation
- Support SIT in development of student eligibility criteria for C&C
- Troubleshoot access to data, monitoring of student progress, and technical assistance with Florida C&C Facilitator
- Determine when C&C trainings are necessary and coordinate C&C trainings
- Provide technical assistance to C&C Coordinators as needed
- Provide support for mentors to engage with families
- Assist FGCU and/or USFSP to distribute implementation and stakeholder feedback surveys



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- Assist Coordinators in using the Coordinator Practice Profile assessment of Mentors

RECOMMENDED QUALIFICATIONS

General qualifications:

- Strong leadership skills for continuous improvement / facilitation of change
- Communicates effectively in multiple contexts
- Experience facilitating professional learning with peers
- Demonstrated ability to develop partnerships and work collaboratively
- Excellent problem-solving capacity
- Ability to utilize data to inform practices
- Willingness to engage in on-going professional learning
- 5 years' experience with increasing responsibility working in education
- 2 years' experience working in current district implementing SIM or C&C

SIM qualifications:

- Certified SIM Content Enhancement (CE) or Learning Strategies (LS) Professional Developer or Specialist Micro-credential (preferred)
- Evidence of fidelity of implementation in SIM (as defined by a score of 90% or higher on a CE or LS Observation Checklist)
- Comfort working with teachers across content areas

Check and Connect qualifications:

- Participated in Check & Connect professional development
- Experience as a Coordinator or Mentor
- Certified C&C Trainer (preferred)



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