

A MOOR GRAPHIX COACHING SYSTEM

Early Learning Matters Teacher Coaching Plan

Stronger teachers. Confident classrooms. Better outcomes for children.

6

WEEK COACHING
CYCLE

4

OBSERVATION
DOMAINS

1

GROWTH
DASHBOARD

100%

READY-TO-USE
TEMPLATES

WHAT THIS PLAN IS & WHY IT WORKS

The **Early Learning Matters Teacher Coaching Plan** is a complete instructional coaching system built for early childhood programs that want measurable teacher growth — not vague feedback and one-off observations. It replaces scattered notes and inconsistent check-ins with one repeatable cycle, shared language, and visible progress every program leader and teacher can see.

THE CORE ENGINE

The 6-Week Coaching Cycle is the heartbeat of the system: Focus & Plan → Observe → Reflect & Feedback → Learn & Apply → Follow Up → Reflect & Plan Next. It never ends — it loops, so growth compounds instead of resetting every term.

THE COMMUNICATION LAYER

A ready-to-send **feedback email template** and a **sample coaching report** mean every teacher leaves a conversation with clear strengths, a focus area, and named next steps — in writing, every time.

THE MEASUREMENT LAYER

A **4-Domain Observation Checklist** (Learning Environment, Instruction, Interactions, Assessment) turns subjective impressions into consistent, comparable data — the same data that feeds the dashboard and the coaching report.

THE PROOF LAYER

The **Implementation Tracker** and **Growth Dashboard** turn coaching into visible results: status by teacher, domain-by-domain progress percentages, and overall growth leadership can report to funders, boards, or parents.

"Better teaching. Better learning. Brighter futures."

— THE FOUR PRINCIPLES BEHIND THE SYSTEM: RELATIONSHIPS FIRST · GROWTH MINDSET ·
FOCUS ON IMPACT · TOGETHER WE SUCCEED

HOW TO USE THE PLAN — STEP BY STEP

- 1 Focus & Plan.** Coach and teacher review existing data (past observations, child outcomes) and agree on one clear focus area for the cycle.
- 2 Observe.** Coach conducts a classroom observation using the 4-Domain Checklist, rating each indicator 1 (Not Yet) through 4 (Exemplary).
- 3 Reflect & Feedback.** Coach debriefs using a strengths-based approach and the feedback email template, then co-creates 2–3 concrete action steps with the teacher.
- 4 Learn & Apply.** Teacher puts the agreed strategies into practice in the classroom over the following week(s), with the action steps logged in the Implementation Tracker.
- 5 Follow Up.** Coach checks in, observes progress informally, and helps problem-solve any obstacles before the cycle closes.
- 6 Reflect & Plan Next.** Growth is reviewed against the dashboard, a coaching report is generated, and the next focus area is set — the cycle restarts.

WHERE EACH TOOL PLUGS IN

TOOL	USED DURING	PURPOSE
Observation Checklist	Step 2 — Observe	Standardized, scorable data collection across 4 domains
Feedback Email	Step 3 — Reflect & Feedback	Documents the conversation; keeps tone warm and strengths-first
Workshop Agenda	Anytime — group PD	Turns recurring focus areas into a shared 2.5-hr training
Implementation Tracker	Steps 4–5 — Learn, Follow Up	Live status board: On Track / In Progress / Needs Support
Growth Dashboard	Step 6 — Reflect & Plan Next	Aggregates domain scores into one visual progress view
Coaching Report	End of cycle	Formal record: focus, evidence of impact, next steps, recommendation

WHY IT'S BENEFICIAL



Consistency at Scale

Every coach, every classroom, every cycle runs on the same checklist and language — no two coaches "doing their own thing."



Visible, Reportable Growth

Domain percentages and goal-tracking give leadership board-ready proof of impact, not just anecdotes.



Stronger Teacher Retention

Strengths-based feedback and named support (not just critique) builds trust — teachers who feel coached, stay.



Better Child Outcomes

Each domain (Environment, Instruction, Interactions, Assessment) maps directly to known drivers of early learning outcomes.



Time Saved for Coaches

Templated emails, checklists, and reports mean coaches spend their hours in classrooms, not formatting documents.



Funder & Accreditation Ready

The tracker and report format give programs documentation that satisfies grant, QRIS, and accreditation reviewers.

REAL OUTPUT, NOT A THEORY

This isn't a framework on paper — it's already populated with a working sample: Ms. Johnson's full cycle, from a "Use open-ended questions" action step through documented evidence of impact and a coach recommendation. Programs can adapt the language and launch in week one.

Ready to bring this coaching system into your program?

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