

Post-Observation Conference

Wednesday, September 5, 2007

Coaching Session #1 – Ashley & Mindy as Coaches, Dawn as Mentee

Ashley Coffman has joined the chat.

Dawn Shaw has joined the chat.

Melinda Smith_Woods has joined the chat.

Melinda Smith_Woods[8:12:49 PM]: Hello

Ashley Coffman[8:12:50 PM]: Good evening!

Dawn Shaw[8:12:56 PM]: hello-I am emailing Mindy her data--just a sec.

Ashley Coffman[8:13:00 PM]: Okay

Dawn Shaw[8:14:39 PM]: I am back.

Melinda Smith_Woods[8:15:01 PM]: Got it, don't worry my PDF stuff was messing up a few weeks ago.

Dawn Shaw[8:18:42 PM]: Thanks. Your mentee is awesome.

Melinda Smith_Woods[8:19:12 PM]: It took all my strength not to jump in on her. We are such good friends.

Dawn Shaw[8:19:35 PM]: That is so hard--not interrupting.

Ashley Coffman[8:19:44 PM]: For me too.

Dawn Shaw[8:20:04 PM]: Okay I will answer Qs first. Fire.

Melinda Smith_Woods[8:20:23 PM]: We did a rehearsal, and she slapped my hand each time I cut her off. I was afraid of getting slapped on tape.

Dawn Shaw[8:20:39 PM]: ha ha

Ashley Coffman[8:21:22 PM]: Okay, how did the second mentoring experience go for you?

Melinda Smith_Woods[8:22:00 PM]: I think this one was much easier. I felt much more relaxed, but it took longer to get stuff done.

Dawn Shaw[8:22:42 PM]: It went very well considering I changed 3 times. But it still worked out, I have projects in preparation with the other two. It was strange.

Dawn Shaw[8:23:03 PM]: Oh who was supposed to answer? Sorry.

Ashley Coffman[8:23:07 PM]: I didn't realize you had to change 3 times! I know you were having problems on the first one.

Ashley Coffman[8:23:18 PM]: I thought Dawn was going first...

Melinda Smith_Woods[8:23:24 PM]: Sorry

Ashley Coffman[8:23:38 PM]: It's okay :)

Ashley Coffman[8:24:08 PM]: Did you successfully reach the professional goals you set for yourself?

Dawn Shaw[8:24:21 PM]: The second lady and I kept missing each other. But now we are working on a Photo Story project. I also have to install it in her lab.

Melinda Smith_Woods[8:24:38 PM]: It looks like it all came together well. How do you feel about it?

Melinda Smith_Woods[8:24:59 PM]: Photostory is fun!

Dawn Shaw[8:25:09 PM]: Yes. I really feel like I did. One of my goals was to persuade teachers to integrate, and I have drummed up all kinds of business.

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Ashley Coffman[8:25:41 PM]: Sounds like you will be a popular lady this year!

Dawn Shaw[8:25:50 PM]: A little flustered at first, but okay now. The end of summer was a bad time for Grandview mentees!

Dawn Shaw[8:26:15 PM]: Popular and hated!

Melinda Smith_Woods[8:26:25 PM]: It always is. The beginning of the year was hard too.

Ashley Coffman[8:26:26 PM]: Did your mentee meet all her goals?

Ashley Coffman[8:26:47 PM]: Was hard? It still is for me!

Dawn Shaw[8:27:23 PM]: Yes. We are actually going to start with 2 different projects before the one we made the plan with. She is very innovative.

Dawn Shaw[8:27:47 PM]: I feel like we have been back for weeks....

Melinda Smith_Woods[8:28:07 PM]: Do those lesson ties into the one you all just did?

Ashley Coffman[8:28:16 PM]: I just have 10 million things to do with yearbook distribution, picture day coming up, etc.

Melinda Smith_Woods[8:28:43 PM]: I am w/o kids this year, and it is really strange...

Ashley Coffman[8:29:27 PM]: What is the one thing you think you improved on the most in the past 3 months?

Dawn Shaw[8:29:31 PM]: No. Different books. One will be an advertisement of a book created in Publisher and the other one will be Inspiration on I can't remember. Everything revolves around novels.

Dawn Shaw[8:29:58 PM]: Easy--my listening skills.

Ashley Coffman[8:30:37 PM]: Since you already have new business, is there anything you are going to do differently next time?

Melinda Smith_Woods[8:30:46 PM]: Sound like she is going to be a gold mine for you. Is she a teacher that you can get to help your other teachers integrating with?

Dawn Shaw[8:32:18 PM]: Different--I won't do so much documentation (like class) even though I believe I do those things. I have quite a few teachers that love to collaborate. I hope that the elementary teachers will be a little more receptive.

Dawn Shaw[8:32:44 PM]: I hope that she will get other teachers interested in CPS.

Ashley Coffman[8:32:57 PM]: It'll be so much easier without the documentation.

Melinda Smith_Woods[8:33:05 PM]: The documentation is killer, but it has been very helpful. What part(s) would you use again?

Melinda Smith_Woods[8:34:02 PM]: CPS is so fun for the kids. It is a real attention getter for them.

Dawn Shaw[8:34:55 PM]: I think that in our minds we really do it all-use all the parts, just much, much, differently. I like the idea of teachers having goals for themselves.

Ashley Coffman[8:35:43 PM]: I think that's important -- that way they can reflect back on it and see what they've achieved.

Melinda Smith_Woods[8:36:12 PM]: That has always been a hard thing for me to get them to decide on and stick to.

Ashley Coffman[8:36:42 PM]: I don't have anymore questions for you....

Dawn Shaw[8:36:57 PM]: I thought about setting a building goal. Something like everyone tries one project before the semester is over. Food seems to work as a reward. I make a mean Milky Way cake.

Dawn Shaw[8:37:12 PM]: Good. Who is next?

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Melinda Smith_Woods[8:37:19 PM]: That is a great idea!

Ashley Coffman[8:37:21 PM]: Yummy....never heard of that before.

Ashley Coffman[8:37:29 PM]: I'll go next.

Coaching Session #2 – Dawn & Mindy as Coaches, **Ashley as Mentee**

Melinda Smith_Woods[8:38:24 PM]: Ashley - how was your session this time as compared to last?

Dawn Shaw[8:39:17 PM]: I am back. 7 melted candy bars in batter.

Ashley Coffman[8:39:32 PM]: I worked with the same mentee again this time so everything went much smoother and was a lot easier....we both knew what to expect.

Ashley Coffman[8:40:02 PM]: Of course, we developed a staff development session and I've only conducted one in my career.

Dawn Shaw[8:40:19 PM]: Were you able to guide your mentee to develop what she wanted?

Melinda Smith_Woods[8:40:30 PM]: Has she met with the teachers she is working with yet?

Ashley Coffman[8:40:31 PM]: We both learned a lot about adult learning.

Ashley Coffman[8:41:24 PM]: I think so (about the guiding). She wasn't sure what activities to include in the workshop so I helped her generate some ideas.

Dawn Shaw[8:41:25 PM]: Did you change your approach toward her?

Ashley Coffman[8:41:50 PM]: No, she won't conduct the staff development until October I think.

Ashley Coffman[8:42:24 PM]: I used the same approach...we didn't meet as much face to face this time because one of us was always out of town.

Melinda Smith_Woods[8:42:32 PM]: That will give her time to practice and feel more comfortable.

Ashley Coffman[8:42:55 PM]: Luckily, the expectations had been set and the rapport was established so talking on the phone and exchanging email was just fine.

Dawn Shaw[8:43:16 PM]: In discussing activities, how did you help her choose what to use? Did you give her several options?

Melinda Smith_Woods[8:43:27 PM]: How do you feel you did about your growth this go round?

Ashley Coffman[8:44:23 PM]: I gave her some choices and she made the final decision. She ended up doing a bunch of activities so it's doing to be a busy 2 hour staff development.

Ashley Coffman[8:44:40 PM]: Everything came more natural to me this time around.

Dawn Shaw[8:44:48 PM]: Do you feel you have met your goals?

Ashley Coffman[8:45:10 PM]: I was a better listener, ask questions on the go, and just felt like more an expert which helped to boost my confidence.

Dawn Shaw[8:45:33 PM]: Do you feel that was due to your previous experience?

Ashley Coffman[8:45:53 PM]: On my second goal....improving communication skills and developing confidence....I can definitely see an improvement.

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Ashley Coffman[8:46:38 PM]: On the first....to facilitate the design and implementation of technology-integrated staff development....I'm only halfway there since the staff development is not until October.

Melinda Smith_Woods[8:47:18 PM]: But you have done so much to guide her on her way to a very hands on training, don't forget that.

Ashley Coffman[8:47:28 PM]: Yes, I really feel experience is the key. I think every time I mentor, it'll get easier.

Dawn Shaw[8:47:33 PM]: That seems so far away. Is your mentee on the way to reaching her goals?

Melinda Smith_Woods[8:48:07 PM]: Sometime it is all the steps you have to take just to get to that 2 hour session that takes the most time.

Ashley Coffman[8:48:16 PM]: Yes...she has worked towards her goals by really trying to research adult learning.

Ashley Coffman[8:48:48 PM]: One of her goals is to facilitate the integration of the CBL into the math curriculum...so again that won't happen until afterwards.

Dawn Shaw[8:49:21 PM]: Will you meet after the training for reflection? Are you going to co-teach or be there for support?

Ashley Coffman[8:49:55 PM]: Since this is staff development and thus after school, I can be there this time.

Ashley Coffman[8:50:17 PM]: I'll probably assist but let her take the lead.

Dawn Shaw[8:50:18 PM]: I hope the math teachers will take advantage of the training and utilize the equipment. An interesting staff development can do it.

Melinda Smith_Woods[8:50:25 PM]: That will be a great help to her to have you there.

Melinda Smith_Woods[8:50:38 PM]: for support...

Ashley Coffman[8:50:52 PM]: I think she'll do great.

Dawn Shaw[8:51:01 PM]: Do you think it will be hard for you not to jump up and take over?

Ashley Coffman[8:51:49 PM]: No, math is not my area and since I'm at a different school, I won't know that many of the teachers.

Melinda Smith_Woods[8:51:53 PM]: Don't we all have to quell that urge?

Ashley Coffman[8:52:05 PM]: I wouldn't feel comfortable stepping in.

Dawn Shaw[8:52:27 PM]: I am bad about putting my 2 cents in.

Melinda Smith_Woods[8:52:46 PM]: I usually end up troubleshooting..

Ashley Coffman[8:53:03 PM]: That's probably what I'll end up doing...I like to fix things.

Dawn Shaw[8:53:11 PM]: Me too...and butting in.

Melinda Smith_Woods[8:53:32 PM]: I like to be as hidden as possible, but there if needed.

Dawn Shaw[8:53:56 PM]: Hopefully after taking this class I will be much better this year. I have no more questions.

Coaching Session #3 – Dawn & Ashley as Coaches, Mindy as Mentee

Melinda Smith_Woods[8:54:14 PM]: I guess I'm up...

Ashley Coffman[8:54:19 PM]: Okay

Ashley Coffman[8:54:53 PM]: What were some positive and negative things this time around?

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Melinda Smith_Woods[8:55:32 PM]: The best thing was that we were both learning the new system together, and could bounce ideas off each other.

Melinda Smith_Woods[8:55:46 PM]: The worst was that we really had no idea where to begin.

Dawn Shaw[8:56:12 PM]: How did you guide each other to a starting point?

Melinda Smith_Woods[8:57:30 PM]: Trial and error. We took group of 10 tech savvy teachers and used them as our guinea pigs. They helped us determine the most important skills teachers would need to know to get started.

Dawn Shaw[8:57:45 PM]: Since this has been taught and is ongoing, and you have been reflecting, are you changing or adjusting the training in any way?

Ashley Coffman[8:58:17 PM]: Did you reach the goals you set for yourself?

Melinda Smith_Woods[8:58:36 PM]: WE have so much to put into phase two. There are modules we finally understand, and HTML coding we are trying to get ready for our teachers.

Melinda Smith_Woods[8:59:15 PM]: I think we did. But I don't think we have completed them because that is so much more for us to learn and pass on.

Melinda Smith_Woods[9:00:08 PM]: Plus we still have to get some of the podcasts ready..

Ashley Coffman[9:00:29 PM]: What area do you feel you still need the most work in?

Melinda Smith_Woods[9:01:18 PM]: I think I have finally gotten my listening down, but I am not sure that there is eloquence to my questioning.

Ashley Coffman[9:01:45 PM]: Same here...that's the one area I need the most work in.

Dawn Shaw[9:01:57 PM]: Do you feel you have met the basic needs of your learners? And do you feel you will help them build upon their skills successfully?

Ashley Coffman[9:01:57 PM]: What are your strengths as a mentor?

Melinda Smith_Woods[9:02:28 PM]: I have been such a struggle to focus on what she is saying, and not race ahead.

Melinda Smith_Woods[9:02:55 PM]: I think my strength is that I am really good at developing the training pieces. I rock at handouts.

Melinda Smith_Woods[9:03:10 PM]: She put down the steps, and I made it look good.

Dawn Shaw[9:03:37 PM]: Sounds like an excellent collaborative relationship.

Melinda Smith_Woods[9:03:57 PM]: I have more experience with adult learners as far as training goes.

Ashley Coffman[9:04:13 PM]: Since this is your full-time job now, what are your goals for the year?

Melinda Smith_Woods[9:04:58 PM]: Well...considering all of the new technology, the big pus for me will be to get everybody trained, and just using the equipment.

Dawn Shaw[9:05:05 PM]: I forgot, what district?

Melinda Smith_Woods[9:05:11 PM]: Highland Park

Ashley Coffman[9:05:52 PM]: Right, technology is no good if it just sits there.

Melinda Smith_Woods[9:06:02 PM]: We are dong good so far, there are still a few kinks to work out, but I think I might easily get the overheads away form my math teachers.

Ashley Coffman[9:06:41 PM]: And math teachers love their overheads!

Dawn Shaw[9:06:47 PM]: When other buildings weren't using their projectors and doc cameras, they somehow ended up in my building.

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Melinda Smith_Woods[9:06:57 PM]: We have already had some TAKE THEM BACK!

Melinda Smith_Woods[9:07:08 PM]: I am so jazzed!

Dawn Shaw[9:07:25 PM]: I can't believe they won't give the new stuff a chance.

Ashley Coffman[9:07:27 PM]: Sounds like you are ready to roll....

Melinda Smith_Woods[9:07:38 PM]: We hope so...

Melinda Smith_Woods[9:08:53 PM]: Any more questions? Or are we good?

Dawn Shaw[9:08:57 PM]: What are some of your reflections on the actual lesson?

Ashley Coffman[9:08:58 PM]: I don't have any.

Dawn Shaw[9:09:06 PM]: Just that last one.

Melinda Smith_Woods[9:09:30 PM]: The biggest thing was getting all the backend work done correctly.

Dawn Shaw[9:09:55 PM]: well you know what to work on.

Dawn Shaw[9:10:07 PM]: I have no more questions.