

Best in Class Coaching & Consultation Framework

Best in Class Coach

All Best in Class participants will receive onsite and virtual coaching visits from a Best in Class coach throughout the funded year. Best in Class coaches support teachers in all components of the Best in Class program including, but not limited to, environment and materials, Teaching Strategies curriculum and GOLD assessment, professional development, family engagement, and health screenings and referrals. The goal of coaching is to maximize child outcomes and provide quality experiences for children through observation, dialogue, inquiry/reflection, and goal setting. Coaches will facilitate Community of Practices to build participation and foster networking.

Best in Class Coaching Visits		
Coaching Level	Participation Level	Number of Visits
Tier 1- Beginning Participant	New participant and/or new program	4 Onsite (minimum) & Virtual
Tier 2- Progressing Participant	Returning participant	2 Onsite (minimum) & Virtual
Tier 3- Refining Participant	Returning participant 3+ years	1 Onsite (minimum) & Virtual
** Coaching visit frequencies may vary based on needs of the program.		

Tier 1-Beginning Participant (new participant and/or new program)

- Purpose
 - Provide new programs and/or new participants with intensive support around the components of Best in Class. Coaching focuses on the alignment of the classroom to the Best in Class Environment Standards and implementation of Teaching Strategies GOLD assessment cycle.
- Duration/Delivery
 - Best in Class coaches meet with participants monthly by virtual and/or onsite (a minimum of three onsite visits per funded year) and communicate indirectly (phone/email) as needed.
- Accountability
 - Best in Class Coaches document visits and communication as prescribed by STATE
- Timeline (see Appendix-Best in Class Coaching Timeline)

Tier 2 Progressing Participants (returning participant)

- Purpose
 - Provide returning participants with continued support as their implementation progresses in the use of curriculum and assessment, structure of the day, environment, and teacher/child interactions.
- Duration/Delivery

- Best in Class coaches meet with participants monthly by virtual and/or onsite (a minimum of two onsite visits per funded year) and communicate indirectly (phone/email) as needed.
- Accountability
 - Best in Class Coaches document visits and communication as prescribed by STATE
- Timeline (see Appendix-Best in Class Coaching Timeline)

Tier 3 Refining Participant (returning participant 3+ years)

- Purpose
 - Provide returning participants with continued support to improve child outcomes as they refine their practices using curriculum and assessment, structure of the day, environment, and teacher/child interactions.
- Duration/Delivery
 - Best in Class coaches meet with participants monthly by virtual and/or onsite (a minimum of one onsite visit per funded year) and communicate indirectly (phone/email) as needed.
- Accountability
 - Best in Class Coaches document visits and communication as prescribed by STATE
- Timeline (see Appendix-Best in Class Coaching Timeline)

Health Consultation

Research shows that children thrive in a healthy and safe environment. Best in Class grantees are expected to provide a healthy and safe environment by following the BIC Health and Safety Standards. Upon completion of a Health & Safety Self-Assessment, programs will receive an on-site or virtual visit(s) by a health consultant to discuss the self-assessment and goal implementation. Health consultants may provide health screenings if programs have exhausted all options. The health consultant will share best practices to health and safety related topics.

Health Consultant Visits		
Consultant Level	Participation level	Number of visits
Tier 1 Participant	New participant and/or new program	One Onsite Visit and One Virtual Visit
Tier 2 Participant	Returning participant	One Virtual Visit
Tier 3 Participant	Returning participant 3+ years	One Check-in (e-mail or phone)
Programs will have access to health consultant as needed throughout the year. Tiers may be re-evaluated based on previous work with the health consultant.		

Tier 1 Participant (new participant and/or new program)

- Purpose
 - Provide support to participants as they complete the Best in Class Health and Safety Self-Assessment. Assist in goal setting and provide resources as participants work to

achieve goals identified. (Health Consultant is responsible for dispersing Best in Class Health and Safety Self-Assessments and providing a completed copy to Best in Class)

- Duration/Delivery
 - Health Consultant meets with participants a minimum of two indirect (email/phone), one virtual (video), and onsite for a minimum 2.5 hours in total duration.
- Accountability
 - Health Consultant documents visits, and communication as prescribed by STATE
- Timeline (see Appendix-Health Consultant Timeline)

Tier 2 Participant (returning participant)

- Purpose
 - Provide support to participants as they complete and/or review the Best in Class Health and Safety Self-Assessment. Assist in goal setting and provide resources as participants work to achieve goals identified.
- Duration/Delivery
 - Consultant meets with participants a minimum of two indirect (email/phone) contact and one virtual (video) meeting.
- Accountability
 - Consultant documents visits and communication as prescribed by STATE
- Timeline (see Appendix-Health Consultant Timeline)

Tier 3 Participant (returning participant 3+ years)

- Purpose
 - Provide support to participants as they reflect on current Best in Class Health and Safety Standards and refine practices.
- Duration/Delivery
 - Health Consultant meets with participants a minimum of one indirect (email/phone),
- Accountability
 - Health Consultant documents visits, and communication as prescribed by STATE
- Timeline (see Appendix-Health Consultant Timeline)

Best in Class Coaching & Consultation Framework Appendix

Best in Class Coaching Timeline			
Month	Tier 1	Tier 2	Tier 3
August	<ul style="list-style-type: none"> Welcome Email (admin) Welcome Email (teacher) Virtual Kickoff Meeting (teacher) Onsite Orientation Meeting 	<ul style="list-style-type: none"> Welcome Back Email (teacher/admin) Virtual Kickoff/Orientation Meeting (teacher) 	<ul style="list-style-type: none"> Welcome Back Email (teacher/admin) Virtual Kickoff/Orientation Meeting (teacher)
September	<ul style="list-style-type: none"> Onsite Informal Observation (C2F: Physical Environment Playlist) Community of Practice (Curriculum & Planning) 	<ul style="list-style-type: none"> Virtual Meeting (Program Expectations) Community of Practice (Curriculum & Planning) 	<ul style="list-style-type: none"> Virtual Meeting (Program Expectations) Community of Practice (Curriculum & Planning)
October	<ul style="list-style-type: none"> Virtual Meeting (Sept/Oct) (Environment) Onsite Informal Observation (Assessment Cycle) Community of Practice (Assessment) 	<ul style="list-style-type: none"> Community of Practice (AI's Pals) 	<ul style="list-style-type: none"> Onsite Informal Observation (Oct-Dec) (C2F: Planned Activity Playlist) Virtual Meeting (following onsite observation) Community of Practice (AI's Pals) Community of Practice (completing checkpoints)
November	<ul style="list-style-type: none"> Virtual Meeting (Teaching Strategies) Community of Practice (Completing Checkpoints) 	<ul style="list-style-type: none"> Onsite Visit (C2F: Assessment Cycle) Community of Practice (completing checkpoints) 	
December	<ul style="list-style-type: none"> Virtual Meeting (Checkpoint Reports) 	<ul style="list-style-type: none"> Virtual Meeting (Checkpoint reports) 	
January	<ul style="list-style-type: none"> Onsite Informal Observation (Structure Playlist) Community of Practice (Structure) 	<ul style="list-style-type: none"> Community of Practice (Structure) 	<ul style="list-style-type: none"> Community of Practice (Structure)
February	<ul style="list-style-type: none"> Virtual Meeting (Check in) Community of Practice (Family Engagement) 	<ul style="list-style-type: none"> Onsite Informal Observation (Teacher-Child Interactions Playlist) Community of Practice (Family Engagement) 	<ul style="list-style-type: none"> Community of Practice (Family Engagement)
March	<ul style="list-style-type: none"> Onsite Visit (March/April) Community of Practice (Child Outcomes) 	<ul style="list-style-type: none"> Virtual Meeting Community of Practice (Child Outcomes) 	<ul style="list-style-type: none"> Virtual Meeting (Checkpoint reports) Community of Practice (Child Outcomes)
April	<ul style="list-style-type: none"> Virtual Meeting Community of Practice (Interactions) 	<ul style="list-style-type: none"> Community of Practice (Interactions) 	<ul style="list-style-type: none"> Community of Practice (Interactions)
May	<ul style="list-style-type: none"> Virtual Meeting (Wrap up year) 	<ul style="list-style-type: none"> Virtual Meeting (Wrap up year) 	<ul style="list-style-type: none"> Virtual Meeting (Wrap up year)

Health Consultant Timeline

Tier 1	Tier 2	Tier 3
<ul style="list-style-type: none"> • Best in Class provides health consultant with a list of program participants • Health Consultant sends participant introduction email and Best in Class Health and Safety Standards and Self-Assessment • Participants complete Best in Class Health and Safety Self-Assessment and identify one to three goals • Health Consultant schedules virtual meeting to review health and safety standards and goal setting • Health Consultant provides onsite visit to tour classroom and follow up on goals • Health Consultant provides follow-up e-mail on goal setting • Health Consultant documents visits as prescribed by State 	<ul style="list-style-type: none"> • Best in Class provides health consultant with a list of program participants • Health consultant sends Best in Class Health and Safety Standards and Self-Assessment. • Participants complete Best in Class Health and Safety Self-Assessment and identify one to three goals • Health consultant schedules virtual meeting to review health and safety standards and goal setting • Health consultant provides follow-up e-mail on goal setting • Health consultant documents visits as prescribed by STATE 	<ul style="list-style-type: none"> • Best in Class provides health consultant with a list of program participants • Health Consultant sends participant Best in Class Health and Safety Standards, previous goals for reflection and is available to support participant • Health Consultant documents visits as prescribed by State