

Date:

Principal Name/School	Principal Level ( <i>circle one</i> )			
	Highly Effective <i>(High Flyer)</i>	Effective <i>(Mid-performer, solid)</i>	Needs Improvement <i>(Struggling, but confident s/he can develop to solid)</i>	Unsatisfactory <i>(No confidence, ineffective, need exit plan)</i>

**In preparation, revisit:**

- Annual student achievement goals and current progress (e.g., recent interim assessment data) in reaching the goals
- Principal's leadership development goals (principal needs to get better at this to reach student achievement goals)
- Next steps from the last coaching visit that you can monitor and build upon

**Why are you going on this visit? What do you want to accomplish?**

- What is the developmental focus/goal of this visit? (list competency area)

- What is your intended outcome from the visit?

**What are you going to do? What activity(ies) will you engage in during the visit?**

**How do you plan to engage? What coaching approach do you plan to take?**

**Visit Summary**

Activity(ies) you engaged in and coaching approach taken:

Outcome(s) of visit:

**Next Steps**

Prioritized Next Steps for Principal	Prioritized Next Steps for ALD
1.	1.
2.	2.