



STATE OF NEW JERSEY

# DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

Date: October 4, 2023  
To: Local Educational Agency Leads  
Route To: Instructional Coaches, Grades Kindergarten through Three  
From: Cary A. Booker, Assistant Commissioner  
Division of Early Childhood Services

## Coaching Consortium for Kindergarten to Grade 3 Instructional Coaches

The New Jersey Department of Education (NJDOE) is pleased to extend an opportunity for new and veteran Instructional Coaches of kindergarten through third grade to be part of a virtual statewide coaching consortium. This opportunity will give instructional coaches the chance to network with other coaches around the state and to attend professional development sessions where they can share ideas, investigate best practices, and exchange developmentally appropriate resources. This is an optional professional development opportunity.

Participants are encouraged to attend all three virtual series professional development sessions and can register on the NJDOE [Calendar of Events Registration](#) webpage. This registration will be for participation in all three session dates listed. Participants will be sent a link to the meeting prior to the meeting date. Local educational agencies may have coaches attend the new coach cohort and the veteran cohort but should not register the same instructional coach for both sessions.

**Please register no more than five instructional coaches per school district for each series.**

### New Instructional Coaches

**Topic 1:** *The Role of a Kindergarten through Third Grade Instructional Coach*

**Session Date:** October 27, 2023 (1:30 to 2:30 p.m.)

**Training Objectives:**

- Participants will learn how to establish an effective coaching model within their school building.
- Participants will learn how to use the Reflective Coaching Cycle as part of their daily coaching methods.

**Topic 2:** *Coaching Challenges and Solutions*

**Session Date:** January 19, 2024 (1:30 to 2:30 p.m.)

**Training Objectives:**

- Participants will explore ways to build trust and foster collaborative relationships while coaching.
- Participants will work with one another to use problem-solving techniques and to handle various coaching scenarios.

**Topic 3:** *Showcase of Coaching for the Year*

**Session Date:** March 1, 2024 (1:30 to 2:30 p.m.)

**Training Objectives:**

- Participants will discuss highlights regarding their coaching goals for the year.
- Participants will share examples of coaching goals accomplished.

### Veteran Instructional Coaches

**Topic 1:** *Review of the Reflective Coaching Cycle*

**Session Date:** December 1, 2023 (1:30 to 2:30 p.m.)

**Training Objectives:**

- Participants will review the importance of using the reflective coaching cycle.
- Participants will discuss creating a supportive coaching environment for the beginning of the school year.

**Topic 2:** *Coaching and Data Collection*

**Session Date:** February 9, 2024 (1:30 to 2:30 p.m.)

**Training Objectives:**

- Participants will discuss how to have informative and collaborative conversations around data collection.
- Participants will learn how to use data with teachers to drive classroom instruction.

**Topic 3:** *Showcase of Coaching for the Year*

**Session Date:** April 12, 2024 (1:30 to 2:30 p.m.)

**Training Objectives:**

- Participants will discuss highlights regarding their coaching goals for the year.
- Participants will share examples of coaching goals accomplished.

**Contact Information**

For questions, please contact Beth Wharton, K-3 Coordinator, Division of Early Childhood Services, Office of Kindergarten to Third Grade Education, at [K-3Office@doe.nj.gov](mailto:K-3Office@doe.nj.gov)

c: Members, State Board of Education  
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