
District Name: Alsea School District

Service Order: #39407-6

Quarter: Quarter 3 (May 1, 2026 - June 30, 2026)

Vendor Contacts

- Kyle Laier - kyle.laier@inflexion.org
 - Rachel Phillips - rachel.phillips@inflexion.org
 - Michelle Liebhardt - michelle.liebhardt@inflexion.org
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Quarterly coaching summaries will be used to:

- Communicate progress on the coaching plan with the coaching recipient

In addition,

- ODE will use information from coaching services summaries to track progress and to communicate with external parties (i.e. legislators) progress on coaching services.
- Provide documentation that will allow ODE to pay for invoices associated with the contract.

Instructions:

- Prepare this report for the coaching recipient each quarter that you provide services.
- If an activity or service will exceed 8 hours, please describe the break-down of hours in the summary section.
- Include information on the metrics you've identified on the coaching plan in each report.
- Submit the completed Quarterly Coaching Summary Report at the same time as invoices to the Vendor [Smartsheet Submission Form](#).
 - o ODE CCPL staff will then share the report with the coaching recipient and their team on your behalf.
 - o Please include the names and emails of any of your team members that you'd like to copied in the email here: michelle.liebhardt@inflexion.org, rachel.phillips@inflexion.org, kyle.laier@inflexion.org

Coaching Services and Activities

Activity or Service	Date of Service	Summary	Total Hours (V/IP)
D. Support development of maxims	5/6/2026, 5/20/2026, 6/3/2026, 6/17/2026	Kyle Laier met with Stacy Knudson	8 (V)
F. Progress monitoring and preparation of quarterly coaching reports.	6/24/2026	Kyle Laier, Michelle Liebhardt, and Rachel Phillips prepared quarterly coaching report for Q3.	2 (V)
TOTAL HOURS			Virtual (V): 10

Summary of Strengths/Observations & Next Steps

Date: 6/17/26

Strengths Observed: Superintendent has shown great persistence and adaptability in overcoming the challenges of low community engagement. This commitment to elevating student and community voice will be deeply impactful in establishing a baseline of trust within the community and set up future work around shared identity and vision for readiness.

Areas of growth: Continue to build collaborative leadership structures that can help overcome resistance from the community to engage in the work.

Measuring Progress: Life ready protocol survey engagement following additional steps to get responses. Information from activity and survey to develop district maxims (shared identity).

Next Steps:

a. Vendor

- Propose districtwide maxims.

b. Coaching Recipient

- District is continuing to make additional efforts to engage the community, staff and students in completing the life ready survey.

Note any coaching plan adjustments here: Community engagement has been challenging, and has required additional coaching sessions to support the work. At this point we have exhausted the funding available in this CCPL contract, however we will be continuing to coach the superintendent through the end of the maxims development process which will continue into the fall.