

# TEACHER INDUCTION

November 16, 2016

8:30 - 10:30

## Agenda

### Leadership Team Norms

- *Respect and Value Contributions & Questions From All Team Members*
  - *Be Fully Present and Listen Actively*
    - *Honor Time Constraints*
    - *Keep An Open Mind*
  - *Seek Consensus in Decision Making*

#### ➤ Welcome and Introductions

- Timekeeper:
- Recorder: Mary Louise Vander Meulen

#### ➤ CCCOE Teacher Induction Program Site Administrator Information/Updates

- Fall Site Administrator Breakfast: Nov. 10th
  - Co-presented by Charise Calone and Debbie Sioui
  - Discussed the new Induction Standards: Site Administrator focus group
- Leadership Team Focus Groups:
  - Role of Site Administrator in the New Induction Standards
- Site Administrator Commitment letters: send to CCCOE
- Communication:
  - Website: <http://cccoeteacherinduction.org/Administrators>
  - Site Administrator Newsletter: Charise will be sending out.
- End of Year Survey: Site Administrator Survey Results Expert Groups

#### ➤ Individual Learning Plan and Education Specialist Individual Induction Plan

- ILPs and IIPs were due at end of October, only a few still needed.
- Documents to be submitted to Debbie Shelby [dshelby@cccoe.k12.ca.us](mailto:dshelby@cccoe.k12.ca.us) or Mary Louise Vander Meulen [mvandermeulen@cccoe.k12.ca.us](mailto:mvandermeulen@cccoe.k12.ca.us)
- Learning Zone 4.0: can either send ILP as a pdf, or we can access it online to

#### ➤ Inquiry Action Plan

- IAP document due January 31<sup>st</sup>
- What is an Inquiry Action Plan? What makes a good inquiry question?

- **Mentor Training: FAS Year 1, FAS Year 2, Mentor Seminar Training Updates**
  - Charise Calone: Yr. 1, Yr. 2, Mentor Seminar training
  - Sarah Young: formerly New Teacher Center presenter /PD developer is co-presenting with Charise
  - Mentor Seminar Cohorts Schedule
  
- **Teacher Induction Program Funding Updates**
  - CCCOE Teacher Induction Program Fee for Service:
    - Invoices will be sent out to all districts and private/charter schools in our program by mid-December
    - Invoices for the 16 public schools will be sent to the contact persons listed below:
      - Acalanes: Aida Glimme
      - Alameda: Sandy Wong
      - Albany: Cynthia Attiyeh
      - Benicia: Michael Gardner
      - Berkeley: Georgia Wood
      - CCCSP: Lindy Kahn
      - Emery: John Rubio
      - John Swett: Barbara Walker
      - Lafayette: Mary Maddux
      - Martinez: Jessica Conkle
      - Moraga: Carolyn Parker
      - Orinda: Kim Burris
      - Piedmont: Sati Shah
      - Pittsburg: Eileen Chen
      - San Lorenzo: Julio Hernandez
      - Walnut Creek: Lisa Cheney
  - Half due February 15<sup>th</sup>, half due May 30<sup>th</sup>, late fee of 1% of unpaid balance after May 30<sup>th</sup>

➤ **Announcements, Information and Dates**

- Coordinator/Liaison Meetings - Update re; Leadership Team Information
- Site Administrator Commitment letters: send to Debbie Shelby
- Dates to Know:

Nov. 15<sup>th</sup> FAS Yr. 2 Day 1 8:30-3:30

Nov. 17<sup>th</sup> PT PD (Special Education)

Dec. 3<sup>rd</sup> SMC Distinguished Speaker Series: Rushton Hurley

*The Power of Free Technologies for Enhanced Academic and Professional Achievement*

Dec. 14<sup>th</sup> FAS Year 2 Day 1 8:30-3:30

**Jan. 11<sup>th</sup> Leadership Team meeting (no meeting in Dec.)**

Jan. 31<sup>st</sup> Inquiry Action Plan due

Leadership Team Agenda, documents minutes (Under Leadership Team tab)

- <http://www.cccoeteacherinduction.org/>



End of Year 2015-2016 CCCOE Teacher Induction Survey Results  
Group A Site Administrator Survey #3-5 and #9

Strengths:

Growth Areas:

Questions to Ponder:

End of Year 2015-2016 CCCOE Teacher Induction Survey Results  
Group B Site Administrator Survey #6-8 and #9

Strengths:

Growth Areas:

Questions to Ponder: