



CCCOE Teacher Induction Program



Contra Costa County Office of Education
**TEACHER
INDUCTION**

October 12, 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

- Introduce Leadership Team Members: any who were not at last meeting
- Timekeeper:
- Recorder: Mary Louise Vander Meulen

➤ Connector: Charise Calone

- Smartphone connections

➤ Mentor Trainings Updates: Charise Calone

- FAS Year 1 Training: Jan Knight and Charise are co-presenting. We have 52 new mentors!
- FAS Year 2 Training: two days instead of three
- Sarah Young is co-presenting all mentor seminars with Charise
- Mentor Seminar 1: Mentors set 1-2 goals for the year. Theme: Mentoring for Equity
- **NEW** Year 3+ Advanced Mentor Training: Nov. 17th 8:30-3:00

➤ Site Administrator Commitment Letter

- Nov. 10th 8:00-9:30 Site Administrator Breakfast
- District coordinators will distribute and collect the signed letters
- Bring site administrator commitment letters to next Leadership Team meeting on Nov. 16th

- **PT Letter of Commitment:**
 - Teachers who are choosing not to begin induction must submit documentation that they are not participating by checking the box on the commitment letter and signing the commitment letter
- **Early Completion Option**
 - Due Sept. 30th
 - Applications and supporting documents have been submitted to Debbie Sioui and Charise Calone. All have been reviewed, with approval emails sent to PTs, mentors, and coordinator/liaisons
 - ECO: Exemplary and experienced teachers
 - Copies of the application, with signed approvals, have been emailed to PT and cc'd to mentors, liaisons, and coordinators.
- **Individual Learning Plans (ILPs)**
 - Due October 31st
 - Three goals (ECO does six goals)
 - Can be emailed to CCCOE directly, or you can collect all and submit as a group
- **Education Specialist Individual Induction Plans**
 - Individual Induction Plans (IIPs) are distributed, completed and collected at the Advisement meeting
 - IIPs will need to be signed by the teacher and district coordinator (or special ed. director)
 - Due October 31st
- **PT Portfolio Building Workshops**
 - For Year 1 Teachers, and Year 2 who are new to our program (mentors optional)
 - Oct. 10, 13, 18, 24, 26, Nov. 8, 9 at CCCOE
 - Oct. 19 at Alameda USD
 - Oct. 20 at Bohanan MS, San Lorenzo
 - Nov. 1 at Berkeley Adult School
 - PTs who have not signed up yet to email Debbie Shelby with their choice of date dshelby@cccoe.k12.ca.us
- **St. Mary's College Professional Development Updates-Kathy Perez**
 - Continuing Education Units (CEUs) available from SMC for the Induction work of the mentor and teacher during their weekly meetings
 - Distinguished Speaker Series update
 - Hybrid Course update

➤ **End of Year Survey Results: Mentor Survey Results Expert Groups**

- Form expert groups
- Each expert group will read different questions from survey and highlights strengths and growth areas, take notes
 - Expert group A ques. 7-12
 - Expert group B ques. 13-18
 - Expert group C ques. 19-25
- Share strengths, growth areas, and questions with your expert group
Record on Expert Group Strengths/Growth/ Questions protocol
- Expert groups will share protocol results using doc camera

➤ **Announcements, Information and Dates**

- Updated Lists; Program, Education Specialists, District PTs/Mentors
- Database Checkoff lists- for districts to track documents that have been submitted
- Coordinator/Liaison Meetings - Update re; Leadership Team Information
- Upcoming Dates:

Oct. 12	Special Ed. Advisement-San Lorenzo
Oct. 13	FAS Year 1 Day 2
Oct. 13, 18	Portfolio Building Workshop-CCCOE
Oct. 19	Portfolio Building Workshop-Alameda
Oct. 20	Portfolio Building Workshop-San Lorenzo
Oct. 22	SMC Distinguished Speaker Series: Dr. Rich Allen
Oct. 24	Portfolio Building Workshop-CCCOE
Oct. 25	PT PD (gen ed.)
Oct. 26	Portfolio Building Workshop-CCCOE
Oct. 27	FAS Yr 1 Day 3
Oct. 27	PT PD (sp. ed.)
Nov. 1	Portfolio Building Workshop-Berkeley
Nov. 2	Special Ed. Advisement Meeting-CCCOE (CANCELED)
Nov. 3	FAS Yr. 1 Day 3
Nov. 7	Mentor Seminar Cohort 1
Nov. 8,9	Portfolio Building Workshop- CCCOE
Nov. 10	Site Administrator Breakfast
Nov. 15	FAS Yr. 2 Day 1
Nov. 16	Leadership Team
Nov. 17	FAS Yr 2+ Advanced Mentor training
Nov. 17	PT PD (sp. ed.)

➤ ***Appreciations-Charise***

- Leadership Team Agenda and schedule - <http://www.cccoeteacherinduction.org>
 - Leadership tab: <http://www.cccoeteacherinduction.org/leadership.html>

End of Year 2015-2016 CCCOE Teacher Induction Survey Results
Group A Mentor Survey #7-12

Strengths:

Growth Areas:

Questions to Ponder:

End of Year 2015-2016 CCCOE Teacher Induction Survey Results
Group B Mentor Survey #13-18

Strengths:

Growth Areas:

Questions to Ponder:

End of Year 2015-2016 CCCOE Teacher Induction Survey Results
Group C Mentor Survey #19-25

Strengths:

Growth Areas:

Questions to Ponder: