



CCCOE Teacher Induction Program

Leadership Team Meeting

January 10, 2018 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: CCCOE Teacher Induction 2018!

Timekeeper: Tina Skuce

Recorder: Mary Louise Vander Meulen

➤ Connector

➤ District Mid-Year Review Meeting

- Mid-Year Review Dates
- Mentor Activity Logs: collect from mentors, send logs to CCCOE
- Learning Zone: can do a Mentor Activity Log, or and Interactive Log (we can print a report)
- Transcripts for each district: **ILP documentation is already checked off.**
- Individualized Learning Plan requirements that have already been submitted, and recorded on the transcript and our database:
 - Site Administrator Consultation
 - CSTP Pre-Assessment
 - Fall Continuum Co-Assessment
 - ILP Growth Goals-Created
 - Individual Learning Plan (should already be checked off on transcript)
- Letters to PTs (sending as a Word document) can still be used if you wish to let teachers know what has been checked off on their transcript.
- The New ILP: has a midyear review section in the middle of the goal setting page
Idea: Since this is a new way to document goal growth...Ask mentors and teachers to revisit their goals at the district Midyear Review meeting and record directly on their ILP, or ask them to do this ahead of time, and bring the ILP to the district Midyear Review.
- The Midyear Review District Meeting: Agenda and Idea Share
What are some ways we can provide a meaningful Midyear Review experience for teachers and mentors?
- *Quickwrite Reminder to Self*

➤ The Inquiry Action Plan

What makes a robust inquiry? Start with a robust question...

Examination and discussion of IAP exemplars

- Inquiry Action Plans (IAPs) **due January 31st**
- Contact mentors and teachers to remind them about the IAP due date. Ask them to send the IAPs to you first for your review, then you will send them to CCCOE. Copies can be emailed to:
 - Mary Louise VanderMeulen mvandermeulen@cccoe.k12.ca.us
(for charter/private schools and Berkeley/San Lorenzo/Alameda)
 - Debbie Shelby dshelby@cccoe.k12.ca.us (rest of public districts)

➤ CCCOE Teacher Induction Program Midyear Survey

- Midyear Survey will be sent out January 11th and due February 1st
- Comparison Study: PT and Mentor Midyear reviews: discuss with a partner

➤ Announcements, Information and Dates

- Dates to Remember
 - January 11 Mentor Seminar 2 Cohort 9 and 10 Berkeley
 - January 16 Mentor Seminar 2 Cohort 3 and 4 CCCOE
 - January 17 Mentor Seminar 2 Cohort 5 and 6 CCCOE
 - January 18 Mentor Seminar 2 Cohort 8 Alameda USD
 - January 18 Mid-Year Review: Piedmont
 - January 20 SMC Saturday Seminar
 - January 22 Mentor Seminar Cohort 1 and 2 CCCOE
 - January 23 Mid-Year Review-Walnut Creek
 - January 23 PT PD- General Ed
 - January 25 PT PD - Special Ed
 - January 25 Mid-Year Review-Benicia
 - January 30 Mid-Year Review-Berkeley (canceled-doing individual meetings instead)
 - January 31 Mid-Year Review: Martinez
 - January 31 Mentor Seminar 2 Make-up
 - February 1 Midyear Review: San Lorenzo
 - February 6 Midyear Review: Albany, Lafayette, Emery
 - February 7 Midyear Review: Moraga, Orinda, West County Charter-Private
 - February 8 Midyear Review: Central County Charter/Private
 - February 13 Midyear Review: CCCSP and Acalanes
 - **February 14 Leadership Team**

➤ Appreciations