

➤ **Welcome and Introductions (Melissa)**

- Introduction of new Superintendent of Ed Services: Debi Bodenheimer
- Introduction of Patricia Iaasic and her role: she is in charge of the database and much much more
- General Introductions of mentors
- Introduction of County Superintendent: Farris Sabbah

➤ **Connector (Candace)**

- Community builder (Candace) based on Elana Aguilar's book: Onward
 - Telling our story and building resilience
 - Setting intentions: Think/write: Write intention on colored paper- use the graphic organizer if it supports you.
 - Share intention with a partner: stand up and pair up
 - Whole group share out of intentions

➤ **Overview: Agenda, Outcomes, Norms and Core Values (Marvilyn)**

Purpose: *To set the purpose for the day and preview our learning*

- Overview/Outcomes/Agenda for the day: sets the intention for the day and gives us an overview of the day's learning
 - Review minutes from last forum (May)
 - Have minutes and website up before every forum starts
 - Announcements: Injun, Melissa, and Marvilyn
 - Review Norms (choose one to focus on)
 - Feedback (Pre assess on the two modules)

➤ **Looking to 2019-20 (Melissa and Marvilyn)**

Purpose: *To become aware of program updates; To consider how we provide job-embedded support and gather artifacts of practice that illustrate growth in the California Standards for the Teaching Profession (CSTP)*

- (Melissa) Leadership norms: always communicating, taking notes, head nodding to one another...
 - Note taker is also the time keeper (time keeper is communicating with presenters and leadership to help keep things on track)
 - Pre-service plan/CSTP Summary articulation with UCSC, SJSU, and CSUMB
 - Supporting Pre-service teachers in PV: SC/SCNTP will be supporting special ed teachers in PV (many are pre-service/interns)
 - Nori will be supporting special ed teachers that are not enrolled in a program
 - All PT 2's will attend launch/orientation with a focus on: building community, year 2 induction, Hammond's Ready for Rigor, and Culturally Responsive Pedagogy
 - Focus for the year: Equity for all learners

- (Marvilyn) Job Embedded Support: We are change agents in the community and with our teachers
 - Road Map changes: mentors are the passengers in the journey with our teachers-how do we tap the wheel to guide teachers?
 - Induction Standards guide our work and how we provide support for teachers
 - Examining practice through inquiry: job-embedded, personalized, and on-going
 - Review Road maps for Y1 and Y2 (roadmaps guide our work with teachers)
 - Color coding matches the road map (boxes are highlighted in yellow because we are always reflecting)
 - We now have a box around Goal Setting that includes the CSTP Summary, two Individual Learning Plans, and Mentor Guided Observation
 - "Other" in Learning about Students, school, and community has been added to year one (new this year)
 - Y2's can submit something other than provided IAP in semester 1 (new this year)
 - Ongoing Learning: Scope and Sequence for roadmap (new this year)
 - Whole group discussion
 - The roadmap and the scope and sequence compliment each other and can be used in conjunction
 - Being a linear learner, using the roadmap helped me think more globally, beyond boxes and check-marks
 - Being a visual learner, the scope and sequence will really speak to my PTs who are more linear
 - Both the Roadmap and the Scope and Sequence show the intentionality in our work with our teachers

➤ **Caseload (Melissa)**

Purpose: *To preview the districts, schools, and teachers that we will begin to serve*

- Review process and overview (give context):
 - History or Caseloads:
 - Used to be 16
 - Forums were every Friday
 - Mentors were responsible for preparing professional development once a month for smaller collaborative learning communities
 - SC/SVNTP dropped collaborative meetings to support teachers focusing on their district professional development and caseloads went up to 20.
 - Caseloads are now 18 and we will start the year with no more than 18.
 - Caseloads are dependent on how many sites mentors are at (less teachers may mean more sites and travel time)
- Independent time to review caseload
- Share with a partner (PP/PS)

➤ **Problem Pose, Problem Solve (Candace and Melissa)**

Purposes: *To reflect on the successes, share the challenges, and develop strategic plans for improving our mentoring; to practice mentoring stances and hone our mentoring skills*

- Caseloads (How do you establish trust with teachers?) How do you introduce your role with teachers?

- Mentor switch protocol: the former mentor will reach out to former PT and then email teacher and CC Melissa that the new mentor can make contact
- Make contact by next Monday, August 12th.
- Ceiba and PCS already have students (make contact ASAP)

➤ **Announcements: (Marvilyn)**

- Website is a great resource for mentors and has answers to many of the questions your teachers may have. Please use the website.
- Mentor duties for next forum are at the end of the agenda
- Calendar changes (no forum on the 6th of September)
- Save the dates for orientation for PT 2 teachers
- First meetings:
 - All you need for first meeting is Cal and yourself: it is recommended that you don't take your computer
 - Toolkit will be available Aug. 21st
- You will receive a list of sites where mentors in next Wednesday's Weekly Message
- Elena Aguilar-Cultivating Emotional Resilience: there is still room
- Please encourage teachers to attend our Conscious Classroom Management PD
- Office forms and Processes: Timesheet, mileage, anything connected to finances-office forms are on the website (office forms)
 - Timesheets are submitted monthly (make sure they are signed and dated)
 - Write down how many days you are contracted for the year (full time)
 - Track hours (contract mentors)
 - Reimbursements are not needed until second semester (keep original receipts)
 - Mileage needs to come in monthly (don't combine months)
 - Mileage needs to be itemized by route (use separate lines for each route)

➤ **Closure (Marvilyn)**

Purpose: *To support continual improvement of our learning community*

- Review of the day's learning
- Plusses:
 - Meeting new mentors and reconnecting with our community
 - The coordination between the road map and scope and sequence
 - Changes based on feedback
 - getting caseloads
 - Thank you for the spread leadership provided (shout out to Laurie for setting up the food)
 - The new Superintendents stopping by
- Deltas:
 - Can we get a list of holidays from the different sites?