

➤ **Munch and Mingle**

➤ **Welcome (Melissa)**

- New contract mentors being hired and may miss because of prior plans

➤ **Overview (Ingrid)**

***Purposes:** To review the agenda and last forum's highlights; to connect to prior learning and solicit announcements*

- Explore mentor moves to support teachers in determining cstps
- review ILP process
- create connections between sites and ILP goals

➤ **Problem Pose/Problem Solve (Carla)**

***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*

- Revisiting the connection between our work and a road trip
- PT2s require fewer "taps" of the wheel
- Today's Offering: What are you seeing in the classroom observations that is helping you think through how to guide your teacher in selecting your area of focus?
- Suggestion to be direct about the type of support your PP/PS partner is looking for
- Whole Group Debrief:
 - Downloading toolkit and looking at roadmap as the tools are downloading
 - being mindful of frontloading CSTP summary as a celebration of success
 - Emma: part of district leadership team meeting in Hollister- shared mission statement, core values, mentor roles, and administrator site agreements: was quick and purposeful
 - Noticing that at several school sites, the admin teams have not changed (strong working environment in the schools)
 - consistency with admin in knowing how to work with mentors from year to year (familiar with our processes)

➤ **Transitioning from the CSTP Summary to the Individual Learning Plan (Phil)**

***Purpose:** To explore mentor moves that will support teachers in determining two CSTP for their Individual Learning Plans*

- Supporting PTs in understanding and becoming familiar with the CSTP standards
- Use that as a stepping off point to narrow down focus for two goals
- ILP as our homebase: we are always coming back to that throughout all of the processes and using the roadmap to support us in this practice
- Role Play: pay attention to mentor moves being used
 - Part I: using past CALs and CSTP summary to guide decision on finding an area of focus

- Part II: Using roadmap as a guide in making decisions on goals, bringing forward learnings from a previous year
- What mentor moves helped teacher narrow focus?
 - In both scenarios, it's referring back to the data (finding in trends)
 - Clearly frontloading in some of the academic vocabulary being used in that conversation (familiarity with that language)
 - Question: Would this be an appropriate time to bring forward teacher's pre-service work? (In moving between summary and goal setting)
 - This is a good way to honor what they have already done in their pre-service
 - So much evidence is collected in their tools: supports in finding those entry points
- Triads:
 - Guiding questions: How have you engaged in this process with your teachers in the past? What new moves might you try?
- Whole Group Debrief
 - Taking observable evidence and typing directly into the CSTP summary
 - Summary can feel daunting: using the hyperlinks to copy paste strategies that are already in the teacher's own toolkits (entry point for those conversations)

➤ **Break**

➤ **The Individual Learning Plan (ILP) (Marvilyn)**

Purpose: *To Review the ILP process and how it anchors our focus for growing teacher's practice; To deepen familiarity with the ILP tool and process*

- co-assessing to think through various pieces
- align areas of strength to the continuum
- Use the continuum as a guide to determine the focus for their goal
- There is an ILP for every substandard
- Every ILP has a link to guiding questions (these links are a resource)
 - suggestion to print hard copies to avoid popping between many screens
- Small update in naming: "Road Map for Candidate's Induction"
- Added area for reflection on goal mid-year
- Time for independent review
- Role Play around Equity-Focused Goal: (district priority sub-group)
- Practice with a partner using one scenario
 - Whole Group Debrief (ideas to keep in mind)
 - living document
 - career continuum
 - evidence
 - students at the center
 - language of the continuum
 - keeping a focus

➤ **Site Admin. (SA) Meetings: Preparing for Triad Meetings (Marvilyn)**

Purpose: *To create a connection between a teacher's ILP goal setting process and Site Goals*

- How are we fostering these relationships and using them as a resource?
- Communication Plan with teachers:

- non-evaluative
- purpose: align teacher development and support
- review/introduce process
- Communication plan with admin:
 - non-evaluative
 - purpose: align teacher development and support
 - review/introduce the process
 - Talk through the ILP: continuum at the top that teacher may or may not share (goal will be shared)
 - Stems in discussing goal setting process with admin:
 - Is there a timeline I should be aware of in supporting my teacher with their goal setting process?
 - Are there district expectations or initiatives I should be aware of that could support teachers in refining their goals?
 - Phil brought up concern around triads and authenticity of process for teachers and admin
 - Idea to talk to teacher beforehand about what they want (the feel they want for that meeting)
 - Idea to script meeting
 - frontload at the beginning of the meeting: “I’m here to be another set of ears.... just going to take notes...”
 - Talking about your role at that initial admin meeting
 - Whole Group Debrief: Next steps
 - collaborating with other mentors at same site before an admin meeting to develop a plan beforehand
 - underscoring induction standards and use that as an entry point to discuss goal setting aligned with individual sites (reminder to admin of where are process comes from)

➤ **Mentor Learning Plan(MLP) (Melissa)**

Purpose: *To become familiar with the 18-19 Mentor Learning Plan; To reflect on mentor practice and consider next steps*

- *Engage in our own parallel process as teachers*
- *Using mentor standards and considering areas of focus for ourselves*
- *Begin with self-assessment on specific sub-elements that are most appropriate*
- *Mentors will set one goal, or two if they choose to do so*
- *Begin by working on continuum and thinking about next steps*
- *Not the expectation that goals will completed today, but that they may become clear over the next few weeks*
- *MLP will be a living document that we will regularly have up at forums (regularly add to that)*
- *Encouraged to shadow other mentors*
- *Professional Growth Reflections will be a choice this year*
- *It is okay to continue with the same goal as last year*
- *Differentiated work time to work on self-assessment and/or pull up data from last year*

➤ **Announcements:**

- Melissa: Bring binders to each forum
- Contract mentors: Mandated reporter training: contact Marvilyn around continuing
- ECO application will be up next week: looks the same as last year (the information is on the teacher page and the handbook)
- Caseload: Beth Dyer has agreed to come back as a contract mentor, caseloads are beginning to settle down
- PT orientation list or RSVP: blank means teacher still needs to register
- First orientation on Monday at Watsonville High School- all mentors invited to attend, and presenting team should be there at 3:30
 - Professional dress that fits orientation
 - top of facilitators guide, there is an addition of set up roles
- Ingrid and Nori will head Sunshine committee
 - \$30 for full time mentors and \$15 for contract mentors

➤ **Closing and Feedback**

Purpose: *To bring closure to our time together, provide feedback, and consider next steps.*

- Pluses
 - Phil: appreciation for his role playing, and entertainment
 - working on our MLP this early in the year helps in conversations with PTs
 - Transitioning from CSTP summary to ILP: reaffirms what a powerful tool the CSTP summary can be
 - baseball metaphor
 - reminder of having MLPs open everytime we come to forum and modeling that for our PTs
 - Appreciation for opportunity to role play scenarios with admin
- Deltas/Next Steps
 - More processing around measurable evidence v. doable action
 - an opportunity to keep MLP more alive and current in our forums... time to access them more regularly