

Canton Public Schools TEAM District Support Plan - 2019-2022

District Leadership Team

Superintendent: Kevin Case

District Facilitator: Dr. Jordan E. Grossman

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TEAM Coordinating Committee

Dr. Jordan E. Grossman, Assistant Superintendent of Schools	Pam Keagan, Teacher
Chris Woods, Teacher	Betty Hagymasi, Teacher
Kevin Hanlon, Principal	Jon Bishop, Teacher

TCC Meeting Timeline

August:

2 Day Training with New Teachers

September

MODULE Training (Year 1 Teachers/Mentors)

MODULE Training (Year 2 Teachers/Mentors)

October

PGAP Workshop (Year 1 and Year 2 Teacher/Mentors)

November

Module Training

January

District TEAM Module Reflection Meetings

February

MODULE Training (Year 1 Teacher/Mentor)

MODULE Training (Year 2 Teacher/Mentor)

March

PGAP Training

April

MODULE 5 ETHICAL CONSIDERATIONS (Year 1 Teachers/Mentors/Year 2 Teachers if needed)

May

District TEAM Committee Reflection Meetings

June

Summary Training

District's 3 year objectives

Provide support and professional growth

Provide a reflective, self-reflective process.

Provide a successful, highly-trained mentor

Ensure successful teachers choose to stay in the profession

Cultivate new teachers into the Canton Public Schools Vision and Mission

TEAM Funding Allocations:

Mentor stipends:

Data system:

Cooperating teacher:

Professional development:

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Module 5

Facilitated by: Central Office Administrator

When: Other End of the first year of teaching

Audience: Beginning teachers, mentors and experienced staff

Completion: Reflection summary in written and oral form

TEAM Mentors

Mentor selection criteria: Must be TEAM trained or TEAM updated
Provisional Educator

3 years teaching experience

Interview with Assistant Superintendent

Are mentors assigned within 30 days: Yes

Mentor match criteria: Grade level, Content Area, Proximity, Needs

Mentor training: Mentors are required to attend a state approved training and update training.

PD for mentors: District Training each year for Mentors led by Assistant Superintendent

Monitoring of the meeting log: Each Mentor will have to keep a log within the TEAM Dashboard.

Orientation

Assistant Superintendent and District Committee hold monthly meetings with mentors and mentee's to train on all TEAM requirements.

Failure to meet TEAM Requirements

This will be discussed in the trainings each session.

TEAM Module Progress Tracking

Monthly meetings with the Assistant Superintendent of Schools and the District Committee to talk about progress.

Meetings will be set up with mentors, mentees, and District Committee. Trainings will also be provided if needed.

Method of demonstrating module completion: Teachers will submit a project to demonstrate completion of each module.

Module completion determined by submitting a project

Teachers will present each module to a community of practice and present each aspect of their PGAP with specific artifacts. Teachers will also have to write a reflective brief on each aspect of the rubric.

District Review Committee will score the presentation and reflective brief.

Essentially, teachers are still doing all aspects of the reflective paper for each module verbally and then writing a brief.

Module completion determined by other means

Teachers will present each module to a community of practice and present each aspect of their PGAP with specific artifacts. Teachers will also have to write a reflective brief on each aspect of the rubric.

District Review Committee will score the presentation and reflective brief.

Essentially, teachers are still doing all aspects of the reflective paper for each module verbally and then writing a brief.

TEAM Reviewers

Reviewers are required to attend a state approved training.

Module review option: In-district Review

In-district review process

TEAM Reflection Project/Reflect Brief review:

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1. Due date should be about 2 weeks prior to Review meeting
2. Collect 2 copies of each reflection brief from BT's
3. Distribute brief so that equal reading assignments and no DTC member is reading brief from her own building.
4. Make sure all BT's and Mentors have properly entered the paper in the TEAM website.
5. Collect papers back within a week and record initial scores in the chart.
6. Make a Review Schedule according to individual needs and a mix of PASS and NOT PASS each meeting 10-15 minutes long, leave a little time for a break.
7. Send Review Schedule to everyone.
8. Meet with DTC for 1 hour to review the status of PASS/NOT PASS and plan for any circumstances. Plan the 'messages,' including who will deliver them.
9. Create a sheet of notes (on the schedule) for all TEAM DTC members, so there are no mistakes with feedback.
10. On day of Review go into TEAM website and "score" the papers either PASS or NOT PASS.
11. Meet, as a committee, with each BT and give very specific feedback, related to the paper. Plan review Meeting. DTC members will take turns leading the review meetings.
12. Make sure to finalize all results in TEAM website.

Documentation:

1. Generate letters, specific to name, and module for BT's who have PASSED
2. For BT's who PASS give one copy of the reflection paper, both rubrics, and the congratulatory letter for files files.
3. For BT's who do NOT PASS the process is at a halt until they pass.
4. Check with Superintendent to make sure he signs off on all the teachers Superintendent will get these sign-offs in various batches, rather than all at once.

****The entire process is confidential****

Dispute Resolution and Appeals

Assistant Superintendent of Schools will be the final reader of the project and reflective brief if it did not pass the DRC process. The Assistant Superintendent of Schools will also be trained as a Reviewer.