



San Juan Board of Cooperative Educational Services

Teacher/Special Services/Administrator Induction Program

Participation in the induction program is required by the Colorado Department of Education in order to convert a three-year initial teaching, special services, or administrative license to a professional license with a five-year term. Interim, alternative, and emergency or temporary authorizations are not eligible to participate, and the license-holder must be working in a position that requires that licensure. We highly recommend participating in the induction program during your first year of employment because the training it provides is directly related to the skills and capacities your district will expect you to use.

In order to ensure all participants in the induction program have a clear understanding of the relationship between Response to Intervention (RtI) and Professional Learning Communities (PLC), each inductee must attend all meetings and complete all assigned tasks. All info will be posted on the BOCES website (www.sjboces.org).

RtI/PLC Targeted Instruction Assignment

As available, **inductees will** use assessment data from the previous school year to evaluate the effectiveness of instruction. Inductees will select a student who has identified needs, and will design evidence-based interventions and progress monitor that student using the RtI plan. They will also document the use of collaborative inquiry and effective PLC meetings in their school using a PLC Journal.

Administrators will utilize school and/or district data to monitor the ongoing process of PLC and RTI in their building. Assigned tasks will be to document school-wide longitudinal growth of students and the strategies implemented to address that continued growth. Using achievement and growth data from previous years, administrators will select a team, grade level or school that has been identified as having low growth. The administrator will work with team members to identify areas needing administrative support. The administrator will develop progress monitoring tools to measure the effectiveness of his or her support.

Assignments/journals will be sent to your assigned reviewer.

Required Meetings:

The induction program has five scheduled sessions on Wednesday afternoons-evenings. Participation in all meetings is a requirement of the program.

Meeting dates are Sept. 8th, Sept. 29th, Oct 27th, Nov. 17th, and April 20th.

Meeting sites: Durango 9R Board room for all inductees on September 8th and April 20th. For the other meetings, inductees can attend in Durango or Cortez; meetings will alternate between live presenters and Polycom at both sites. Dinner is generally provided.

Schedule

Activities and Assignments

September 8th

- 5:00 p.m. to 8:00 p.m.
 - Site: 9R Board Room for all
 - Introduction to Induction
 - Expectations: Attendance and Assignments
 - Relationship between PLC and RTI
 - RtI Explanation: Tier I and Tier II
 - Explanation of Template for PLC Journal Writing: Submitted Monthly
 - Alpine Achievement Logon: Inductees are responsible for finding the person in their school/district who can give them their Alpine Achievement username and password before the September 29th Induction Meeting.
 - Body of Evidence Reports
 - Excel Skills Needed to Use Body of Evidence Reports
 - Explanation of using Body of Evidence Reports
 - Assignment:
 - (1) Based on the data provided by Body of Evidence Reports, submit a one-page Word document to document the strengths and needs of the students in your class (or course of choice). Be very specific. Dig deeper than the standard level. Please do not use student names or demographics that will allow any student to be identified. Using differentiation and interventions in the classroom, discuss how the needs and strengths of each student will be met. **These need to be sent to your reviewer by Wednesday 9/22.**
 - Interview a department head or grade-level leader to answer the following questions:
 - What assessments are done at your grade level and/or content area?
 - How are the assessments results shared with teachers in your grade or department?
 - How are the assessment results used to guide instruction?
 - How does your grade level/department determine the effectiveness of the guided instruction?
- In a one to two-page Word document, summarize what you learned from asking the above questions and email it to your reviewer by Wednesday, 9/22.**

September 29th

- 5:00 p.m. to 8:00 p.m.
- Site: Two sites: 9R Board Room (Polycom) & Cortez TBA (live)
 - English Language Learners
 - Tier 1 & 2 Interventions
 - Collaborative Inquiry/PLC Example
 - Role Playing Experience
 - Assignments
 - In your building, participate in a collaborative inquiry in a PLC meeting.

- **Without using student or staff names, summarize the meeting in one page or less (address whether it met the requirements for collaborative inquiry) and send the document to your reviewer by October 20th.**
- Using the body of evidence for your class or student group, create a plan using Tier 1 interventions to address the needs and strengths of your students. **Document your findings in your PLC journal and send to your reviewer by October 20th.**

October 27th

- 5:00 p.m. to 8:00 p.m.
- Site: 2 sites: 9R Board Room (live) and Cortez (Polycom)
 - Progress Monitoring
 - Alpine Achievement: RtI Plan
 - Review RtI plan scoring rubric
 - Assignments
 - **Journal**
 - Submit the name of a student you will begin entering an RtI plan for in Alpine Achievement. **Submit the name of the student to your assigned reviewer by November 5th.**
 - All plans must be initiated on Alpine Achievement before November 12th. **The reviewer will acknowledge the submission of the plan as it is entered prior to November 16th.**

November 17th - This is the last regularly scheduled meeting until April 20th (final meeting).

- 5:00 p.m. to 8:00 p.m.
- Site: 2 sites: 9R Board Room (Polycom) and Cortez (live)
 - Differentiated Instruction
 - Looking down the road. RtI, Intervention and Progress Monitoring requirements for students who do not make sufficient progress, and are being considered for Special Education.
 - Gifted and Talented & ALPs
 - Assignments:
 - **Journal (PLC journal)**
 - **Update RtI plan for your student**
 - **GT assignment - TBA**

April 20th

- 5:00 p.m. to 8:00 p.m.
- Site: 9R Board Room – all inductees will meet in Durango for this meeting
 - **All RtI plans must be completed by March 30th, and have had a final review by this date.**
 - Wrap-up Activities-Small Group Discussions

Journal Assignments Due:

October
November
January
February