

**September AMC Training Agenda**

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| **Date:** | Tuesday, September 16th, 2014 |
| **Time:** | 8am-4:30pm |
| **Location:** | **School:** Aspen View Academy  **Address:** 2131 Low Meadow Blvd, Castle Rock, CO 80109  **Phone:** (720) 733-3436  ***Have your driver’s license/ID ready to check in at the front office*** |

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| 7:45-8:00  8:00-9:30 | Sign in-get materials  Site Visit  *All facilitators, mentors, hosting school admin and any mentee interested in participating in site visit should be ready to start at 8:00am.*   * *Targets* * *Walk through of classrooms* * *Reflection/debrief* * *Grab coffee, sign in, get settled* |
| 9:30-9:45  9:45-9:55 | League/CDE Updates  *Kelly Rosensweet-Schools of Choice Office, CDE*  *Terry Croy Lewis-Colorado League of Charter Schools*   * Program overview, induction requirements, documenting hours * Partnership with the Colorado League of Charter Schools * Feedback survey   Establishing Goals-Kelly Rosensweet   * Individualized Growth Sheet |
| 9:55-10:15  10:15-11:00  11:00-11:10    11:10-12:10  12:10-1:40  1:40-2:40  2:40-3:30  3:30 + | Mentor/Mentee Check in   * Introductions * Review Individualized Growth Plan goals and action steps   Main Group Session: Systemic Planning with a Focus on Literacy-*Kyle Mathews, H.S. Principal, Peak to Peak*  *How do you design a systemic plan/strategy for reading practices and instruction?*  *Schmoker-Influenced Literacy Design*   * *Cross Curricular* * *Connecting reading to the UIP* * *How developed is your literacy plan?* * *Measures, goals and action steps*   Mentee Questions   * *Question/topics for mentor comment-please write on notecards to be used later during hot topics.*   Lunch  Cohort Break Out Session   |  |  |  | | --- | --- | --- | | **Foundational Leadership**  **(Year 1)**  *Terry Croy Lewis, CLCS* | **Systematic Leadership**  **(Year 2)**  *Kyle Mathews*  *HS Principal, Peak to Peak* | **Strategic Leadership (Year-Mentors)**  *Tony Fontana*  *Independent Consultant* | | * + Year 1 Cohort Theme: Building a Strong Foundation of Leadership.   + Focus for Today: Foundational Building Block 1: Student and Staff Culture   + Analyzing and developing a Motto   + Staff Culture self-assessment and Action Planning   + Closing-reading assignment   + Safety Drills   + Heads up re: Board Presidents attending Oct. AMC to discuss evaluation process | * Prep for CSSI reviews—review rubric and discuss use of report * UIP goals and timeline for actions * Professional development topics for staff * Topics: goal setting, hiring, mentoring, effective use of FTE, reflection, etc. * Heads up re: Board Presidents attending Oct. AMC to discuss evaluation process | * Mentoring vs. Coaching-share tool and ask for suggested revisions * Prep for one-on-one time with mentees by assigned reading (2-3 mentoring hrs.): academic program; evaluation process; PD plan; staff handbook * Tools to use on the journey-CSSI Rubric * Heads up re: Board Presidents attending Oct. AMC to discuss evaluation process * Mentee Questions-review notecards and decide how to address them |   Resources-Terry Croy Lewis   * Budget * Staffing schedule   Hot Topics (Tony Fontana)   * Sample Scenario * Notecard questions   Post Training Survey and One-on-One with Mentor   * Check email and complete the short survey on today’s training * Discuss Individualized Growth Plan and next steps |
| 3:45-4:30 | Facilitator Planning Time |
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For information on future AMC trainings please check <http://www.cde.state.co.us/cdechart/amcandinductionprogram>.

**2014-2015 Calendar of SOC Events-TBD**

# September Events

**CCSP Grant Budget Workshop**

Date: Thursday, September 18, 2014

Hours: 2:00 p.m. – 5:00 p.m.

Location: Colorado Department of Education, State Board Room, 201 E Colfax Ave, Denver, 80203

Register by 8:00 a.m. on Tuesday, September 16, 2014 at:

<https://www.surveymonkey.com/s/JMCCJXB>

**Annual Finance Seminar**

Fee: $20 per person-Please bring a check or money order made out to The Colorado League of Charter Schools with your name and school in the Memo.

Date: Friday, September 19, 2014

Hours: 9:00 a.m. - 3:00 p.m.

Meals: Coffee and Lunch

Location: Summit Conference and Event Center, 411 Sable Blvd., Aurora, CO 80011

Register by 8:00 a.m. on Wednesday, September 17, 2014 at:

[**https://www.surveymonkey.com/s/P2Z57NL**](https://www.surveymonkey.com/s/P2Z57NL)

Participants who do not register online cannot be guaranteed meals or space in the meeting.

**Regional Luncheon**

Date: Thursday, September 24, 2014

Hours: 11:30 a.m. – 1:00 p.m. with an optional tour 1:15 p.m. - 1:45 p.m.

Location: Vanguard Classical School 801 Yosemite Street Denver, CO 80230

Register by 8:00 a.m. on Monday, September 22, 2014 at:

<https://www.surveymonkey.com/s/NR9TRC7>

**October Events**

**Administrator Mentoring Cohort (AMC)**

Fee: $20 per person-Please bring a check or money order made out to CDE with your name in the Memo

Date: Tuesday, October 21, 2014

Hours: 8:00 a.m. - 4:30 p.m.

Location: Stargate Charter School, 3951 Cottonwood Lakes Blvd, Thornton, CO 80241

Meals: Coffee and Lunch provided

Register by 8:00 a.m. on Sunday, October 19, 2014 at:

<https://www.surveymonkey.com/s/Y8N7NKK>