

The series of professional development activities listed below is the result of a collaboration between the Connecticut Association of Schools (CAS), Cooperative Educational Services (CES), and the Fairfield, Norwalk, and Stamford school districts. These programs, which constitute a New Administrator Induction Model Policy Lab, are funded by a CSDE/Wallace Foundation grant.

**CAS Tier I** activities are for administrators new to their positions and nominated by their districts to the CAS Mentor-Mentee Program.

1. *Now that you're in the job, how do you get off on the right foot and begin to set the stage for success?* September 20, 2005 (8 a.m.– 12:30 p.m.)
2. *How do you go about establishing and sustaining a culture of excellence for all students? (Understanding Yourself as a Leader and Developing the Skills to Build Capacity)* October 24, 2005 (8:00 a.m. to 12:00 p.m.)
3. *How do you go about establishing and sustaining a culture of excellence for all students? (Building Culture and Leading Change that Impacts Students)* October 24, 2005 (12:00 p.m. to 4:00 p.m.)
4. *How do you avoid the legal landmines that ensnare new administrators?* January 17, 2006 (8:00 a.m. to 12:30 p.m.)
5. *How can I benefit from the experience of others?* April 12, 2006 (8:00 a.m. to 12:30 p.m.)

**CAS Tier II** activities are for participants in the 2004-2005 CAS Mentor-Mentee Program and who wish to continue for a second year.

1. *So many decisions . . . How do you decide how to decide – and then make it happen for the benefit of your students?* October 25, 2005 (8:30 to 11:30 a.m.)
2. *So many meetings . . . How do you make the best use of meeting time to support student learning?* October 25, 2005 (12:30 to 3:30 p.m.)
3. *Helping all students to learn . . . What is your role in regard to special education?* January 18, 2006 (8:30 to 11:30 a.m.) Note - Snow Date January 19, 2006
4. *Building your team . . . How do you recruit, hire, and retain the best staff?* March 28, 2006 (8:00 a.m. to 12:30 p.m.)
5. *How can I benefit from the experience of others?* April 12, 2006 (8:00 a.m. to 12:30 p.m.)

**CES Year 1** activities are for administrators new to their positions in districts served by the CES New Administrator Induction Program.

1. *Now that you're in the job, how do you get off on the right foot and begin to set the stage for success?* September 23, 2005 (8 a.m.– 11:30 p.m.)
2. *How do you go about establishing and sustaining a culture of excellence for all students? (Understanding Yourself as a Leader and Developing the Skills to Build Capacity)* October 20, 2005 (8:00 a.m. to 11:30 p.m.)
3. *How do you go about establishing and sustaining a culture of excellence for all students? (Building Culture and Leading Change that Impacts Students)* October 24, 2005 (12:00 p.m. to 3:30 p.m.)
4. *How do you make sure that teachers are doing what they are supposed to be doing to ensure student learning – and what do you do when they're not?* December 9, 2005 (8:00 a.m. to 11:15 a.m.)
5. *Building your team . . . How do you recruit, hire and retain the best staff?* April 7, 2006 (8:00 a.m. to 11:15 a.m.)

**CES Year 2** activities are for administrators who participated in the CES New Administrator Induction Program in 2004-2005.

1. *How do you make sure your supervisory practices are really making a difference – and how do you collect the evidence to know?* October 21, 2005 (8:00 a.m. to 11:30 p.m.)
2. *So much to do . . . How do you make the best use of your time to support student learning?* October 21, 2005 (12:00 p.m. to 3:30 p.m.)
3. *Helping all students to learn . . . What is your role in regard to special education?* December 2, 2005 (8:15 a.m. to 11:15 a.m.)
4. **How do you avoid the legal landmines that ensnare new administrators? February 15, 2006 (8:15 a.m. to 11:15 a.m.)**