

Program Overview & Purpose

The Administrator Mentor Program Committee of the Connecticut Principals' Center recognizes the important need to provide as much support as possible to the beginning administrator. One of the proven effective ways to provide support is to assure that the beginning administrator benefits from a good mentor program. The mentor provides modeling, support, advice, feedback, ideas, and guidance - a person who listens and encourages growth. Isolation can be reduced and collegial relationships developed. The shared professional development programs expand the opportunities for these benefits and sharpen the skill sets of both the mentor and the mentee. These programs include direction and assistance to the mentors and mentees in how best to develop a meaningful professional mentor-mentee relationship.

Superintendents recommend mentees and experienced administrators from across the state volunteer to be mentors. An orientation training program is built into the mentor-mentee sessions. Mentors and mentees are matched in as close a geographical proximity as possible and at similar levels. Same district matches are avoided for the most part to expand the perspectives in the relationship. In addition to the personal contacts of the mentor and mentee, the Center provides professional development programs specifically designed for the mentor-mentee pairs to attend together.

CAS and Cooperative Educational Services (CES) are recipients of a CSDE/Wallace Foundation grant funding a New Administrator Induction Model Policy Lab. The two-year sequence of activities described here reflects the two (of three) year's effort. The intent is a two-year standards based school leader induction program that provides a systematic process to support and grow new school leaders for school improvement. Tier I activities are for first year administrators new to the CAS Mentor-Mentee Program. Tier II activities are for participants in the 2005-2006 CAS Mentor-Mentee Program and who wish to continue for a second year.

FROM THE COMMISSIONER

TO: Superintendents of Schools

FROM: Dr. Betty J. Sternberg

DATE: July 2006

RE: 2006-2007 Administrator Mentor Program

This brochure contains information from the Connecticut Principals' Center at CAS regarding the 2006-2007 "New Administrator Mentor Program." The Center is asking you to recommend new administrators for the program in order to provide direct assistance to your new administrators by experienced administrators who will serve as mentors. In addition, the Center will provide nine professional development programs in the course of the next two years for the mentors and mentees to participate in together.

I strongly encourage you to nominate your new administrators to participate in the Tier I (year 1) program and to support last year's Tier I participants in continuing in the Tier II (year 2) program. In fact, in the absence of a formal requirement for mentors for beginning administrators, I would go so far as to say that it should be an expectation that all beginning administrators in the state be part of the mentoring program. ***In order for this to work, you need to assist the Center by identifying new administrators, urging and/or expecting them to participate and allowing them the time and opportunity to attend the related professional development activities.***

Our new administrators need and deserve whatever assistance we can provide to help them achieve success in their new responsibilities. Research shows that a good mentoring experience plays an important role in this assistance.

Thank you.

2006-2007 Activities – Tier I

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 22, 2006 (8 a.m. – 12:00 p.m.)

After a welcome by the Commissioner of Education and a presentation by a panel of "veterans" who have successfully negotiated their first year as an administrator, participants are guided through introductory activities focusing upon positive beginnings and the components of a successful mentor-mentee relationship. Goals and objectives for their year of working together are developed.

2. How do you go about establishing and sustaining a culture of excellence for all students? October 27, 2006 (8:00 a.m. to 12:00 p.m.)

Dr. Dale Bernardon, principal of the McKinley School in Fairfield, will focus upon building and sustaining a culture of excellence and leading change that positively impacts students.

3. How do you avoid the legal landmines that ensnare new administrators? December 1, 2006 (8:00 a.m. to 12:00 p.m.)
Note: Snow Date – December 4, 2006

Attorney Thomas Mooney, a partner of Shipman and Goodwin, L.L.C., and a professor at UCONN's Neag School of Education, brings participants through scenarios of legal issues relative to teacher evaluation, publications, FOI, technology, discipline and due process.

4. How do you make sure teachers are doing what they're supposed to be doing to ensure student learning – and what do you do when they don't? January 26, 2007 (8:00 a.m. – 12:00 p.m.)
Note: Snow Date – January 29, 2007

Margaret Mary Fitzgerald, Assistant Superintendent of Human Resources and Leadership for the Fairfield Public Schools, will focus on communicating high expectations to staff and "walking the walk", tying policies and practices to staff performance, and dealing with challenging staff issues.

5. How can I benefit from the experience of others? April 3, 2007 (8:00 a.m. to 12:30 p.m.)

Experienced administrative members of the Mentor-Mentee Committee conduct separate sessions such as "Implementing Change with Veteran Teachers," "Writing Summative Evaluations," and "Resolving Conflict before Grievances."

2006-2007 Activities – Tier II

Mentor Mentee Committee

1. How do you work with difficult people and deal more effectively with confrontation and conflict? - October 12, 2006 (8:00 a.m. to 12:00 p.m.)

John Hazard, Director of Employee Development for The Providence Journal Co., will focus upon communicating with different personality styles, connecting with diverse perspectives, and honing your conflict resolution skills.

2. Helping all students to learn . . . What is your role in regard to special education? – November 28, 2006 (8:00 a.m. to 12:00 p.m.) Note: Snow Date – December 4, 2006

Susan C. Freedman, a partner at Shipman & Goodwin, LLC and professor at UCONN's Neag School of Education, will discuss IDEA in all of its ramifications including changes connected to its reauthorization and the implications of NCLB legislation.

3. Building your team . . . How do you recruit, hire, and retain the best staff? – January 24, 2007 (8:00 a.m. to 12:00 p.m.) Note: Snow Date – January 25, 2007

To quote Jim Collins, "First Who . . . Then What" It all starts with whom you hire – perhaps the single most important decision set for a school leader. A panel of presenters who have taken Collins' mantra to heart will share their strategies and successes and, in the process, help you to evaluate and enhance your own team-building skills.

4. How can I benefit from the experience of others? April 3, 2007 (8:00 a.m. to 12:30 p.m.)

Experienced administrative members of the Mentor-Mentee Committee conduct separate sessions such as "Implementing Change with Veteran Teachers," "Writing Summative Evaluations," and "Resolving Conflict before Grievances."

.3 CEU's are awarded for the successful completion of each program.

Dr. Dale Bernardoni, Chair,
McKinley School, Fairfield
Debbie Kaprove, East Hartford Public Schools
Patricia Charles, Plainville Public Schools
Rose Marie Cipriano, Weston High School
Kathleen Higgins, John Sliney School, Branford
Loraine Giannini, Elmer Thiens-Mary Hall
School, Marlborough
Dr. Christine Mahoney, East Granby Public Schools
David Maloney, Branford High School
Jeff Mathieu, Bacon Academy, Colchester
Dr. Larry Nocera, Glastonbury High School
Dr. Rosie O'Brien Vojtek, Ivy Drive School, Bristol
Michael Rafferty, Old Saybrook Middle School
Dr. Genie Slone, Whisconier Middle School, Brookfield

Mike Buckley, Director, CT Principals' Center
Phone - 203-250-1111
Fax - 203-250-1345
Email – mbuckley@casciac.org

Directions to CAS:

From Danbury and Points West

Take I-84 East to Exit 27 (Route I-691).
Take Exit 3 (Route 10) off Route 691.
At end of ramp, turn right onto Route 10 south. After approximately 1 1/2 miles, turn left at the blinking light onto Realty Drive.

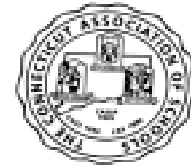
From Hartford and Points East

Take I-84 West to Exit 27 (Route I-691).
Take Exit 3 (Route 10) off Route 691.
At end of ramp, turn right onto Route 10 South. After approximately 1 1/2 miles, turn left at the blinking light onto Realty Drive.

From I-91 South or North

Take I-691 in Meriden West to Exit 3 (Route 10). At end of ramp, turn left onto Route 10 South. After approximately 1 1/2 miles, turn left at the blinking light onto Realty Drive.

The Connecticut Association of Schools



2006-2007 Administrator Mentor Mentee Program

The Connecticut Principals' Center



Supported by the
CT State Department of Education
Institute for Teaching and Learning

