

PROJECT SUCCESS: District Action Plan

ENGAGE a Team of Stakeholders

Who needs to be part of your team to move the vision forward?

Example 3

1. **Engaging a District Team: Personnel and Role - Belchertown**

- Instructional leadership: department heads, team coordinators, grade level coordinators. Review and approve proposed program.
- Assistant Superintendent of Teaching and Learning: Approval of proposed program and determination of budget guidelines.
- Lead Mentors: develop program guidelines including application process and training. Consult with mentors, facilitate group mentor sessions, and analyze assessments to determine program effectiveness. Create avenue for informal mentors to collaborate with new teachers on a volunteer basis. Lead mentors will serve as a building based liaison to ensure that the new teachers have an identified resource to answer many of the questions that arise during the first few weeks of school.
- Mentors: complete training with lead mentors which could include group sessions and refresher courses where new material such as collaborative logs and educator evaluator standards can be introduced. Directly support new teachers, consult with lead mentors. Conduct self-reflection and self-evaluation regarding effectiveness as a mentor.
- School Committee: Final approval of proposed program and budget
- Data Administrator: facilitate gathering of data from surveys and assessments in order to determine the effectiveness of the program.