

Laura Weakland Plan of Work Overview 2014-2015

Standard One: Shared Vision of Learning:

- CoT Leadership Team (vision and planning)
- Newspaper Article – Dolsen vision
- SIP
- AdvancEd External Review Team

Standard Two: School Culture and Instructional Program – Student Learning and Staff Growth

- Mentor (New Teacher and 3rd year Teacher)
- Math SAC – CCSS Curriculum Alignment and District assessment development (SLMA)
- Professional Learning for School Staff - Whole-Brained Learner, CoT, Math (Standards of Mathematical Practice and Math Talk/Vocabulary)
- Professional Learning for 4th Grade Teachers - Math Curriculum
- Professional Learning for New Teachers – Math Workshop, CoT, Whole-Brained Learner

Standard Three: Management – Safe, Efficient, and Effective Learning Environment

- Master Special Schedule

Standard Four: Collaborating with Faculty and Community, Responding to Diverse Needs

- Presentations to PTO and SIP – Taking Care of Others/Ourselves Initiatives
- Run Wild Community Event at the Zoo – Taking Care of Ourselves
- Helping Hands Snack Basket for Students in Need – Taking Care of Others

Standard Five: Integrity, Fairness, Ethics

- Taking Care of Others Initiative/Helping Hands Club/Alex's Lemonade Service Project
- Leader Dog Assembly – Taking Care of Others and Ourselves
- Girls on the Run Coach

Standard Six:

- Bond Issuance Committee
- Board Meeting Attendance

EL 640 Internship for School Leaders

Plan of Work – 2014-2015

Laura Weakland

Shared Vision - Standard 1: Articulation, Implementation, and Stewardship of a Vision

- Develop, articulate, implement, and steward a shared vision of learning
- Collect and use data, assess organizational effectiveness, and implement plans to achieve school goals
- Continual and sustainable school improvement
- Evaluate school progress and revise school plans
- Promote effective use of technology in support of the shared vision of learning

Goal One: Develop, articulate, implement and steward a shared vision of learning

Activity (Leadership): Participate on the school **Cultures of Thinking (CoT) Leadership Team** and work with my principal/mentor and co-teacher to develop, implement, plan, and communicate our district wide CoT vision to staff.

Timeline: Twice yearly meeting with other school leadership teams and ongoing building level meetings and professional learning opportunities for staff.

Support Needed: The District will provide resources and support at the District-level and my principal/mentor will provide building-level support.

Activity (Leadership): Write a **newspaper article** ("Developing 21st Century Learning at Dolsen") for our local paper, the South Lyon Herald, communicating our vision.

Timeline: October

Support Needed: My principal will proofread the article and submit.

Goal Two: Develop my leadership skills and my knowledge of the school improvement, as well as budgeting process.

Activity (Participation): Participate as a teacher representative in the **Shared Involvement Process (SIP)**, a process for soliciting, collecting, evaluating and using information and the expertise of educational partners for the purpose of making and implementing decisions that will improve or enhance student achievement.

Timeline: Monthly SIP meetings.

Support Needed: My principal will serve as mentor and will provide guidance to me as teacher representative.

Activity (Participation): Serve on an **AdvancEd External Review Team** in preparation for our 2015-2016 review.

Timeline: To be determined.

Support Needed: My principal will serve as mentor and will provide guidance to me as team member. In addition, AdvancEd will provide training to the External Review team members.

A Learning Culture for All - Standard 2: Sustaining a School Culture and Instructional Program

- Sustain a school culture and instructional program conducive to student learning through collaboration, trust, and a personalized learning environment
- Create and evaluate a comprehensive, rigorous, and coherent curricular and instructional school program
- Develop and supervise the instructional and leadership capacity of school staff
- Promote technologies to support teaching and learning

Goal One: Develop my mentoring and supervising capabilities.

Activity (Leadership): Serve as a **mentor** for a new teacher and a 3rd year teacher in the building.

Timeline: Ongoing throughout the year.

Support Needed: My mentor will provide ongoing support through informal discussions on how I can best support my mentees.

Goal Two: Develop my understanding of CCSS and how to align and assess curriculum to match the standards.

Activity (Participation): Serve on the district's **Math Subject Area Committee (SAC)** and work on the transition of the current curriculum to curriculum that is CCSS aligned, as well as developing district-wide common assessments.

Timeline: Approximately six meetings a year.

Support Needed: The district will provide release time and support pay for these meetings. In addition, any resources that are deemed necessary will be provided.

Goal Three: Develop my leadership skills in providing professional learning for teachers.

Activity (Leadership): Provide **professional learning for school staff** entitled "The Whole-Brained Learner: Developing the Culture and Skills for 21st Century Learning." In addition, provide professional learning to school staff on the CCSS Standards of Mathematical Practices, along with strengthening math discourse in the classroom.

Timeline: August and November Curriculum Days.

Support Needed: My mentor will provide resources and guidance as needed.

Activity (Co-Leadership): Provide **professional learning for 4th grade teachers** district-wide on implementing the new math curriculum and aligning to the CCSS.

Timeline: August Curriculum Day.

Support Needed: The District will provide the resources and guidance as needed.

Activity (Co-Leadership): Provide **professional learning for new teachers** on_math workshop, Cultures of Thinking, and Developing the Culture and Skills for 21st Century Learning

Timeline: August Curriculum Day, October Professional Learning Day, and New Teacher Workshop - March

Support Needed: The District and my principal will provide the resources and guidance as needed.

Management for Learning - Standard 3: Management of Organization, Operations, and Resources

- Monitor and evaluate teacher instruction, school management, and operational systems
- Efficiently use human, fiscal, and technological resources
- Promote school-based policies and procedures to protect welfare and safety of students and staff
- Develop school capacity for distributed leadership
- Ensure teacher and organization time focuses on supporting high-quality school instruction and student learning

Goal: To gain experience in the opening of a school year and scheduling teachers and specials.

Activity (Co-Leadership): Develop the **master specials schedule**.

Timeline: September.

Support Needed: My mentor will provide release time, resources, and guidance for the development of the master specials schedule.

Collaboration with Community - Standard 4: Collaborating with Community and Responding to Diversity

- Collect and communicate to community about school's educational environment
- Mobilize community resources to improve school programs and promote understanding and appreciation of diversity in personalities, curriculum, staff, and culture
- Respond to community interests/needs and sustain positive relationships with families and community partners
- Use technology to collaborate with community, respond to community interests and needs, and mobilize community resources

Goal One: Elicit parent support for working with students to safeguard the values of empathy, compassion, and respect for diversity within the school, as well as working with students on developing the habits of mind necessary for school success.

Activity (Leadership): **Presentations to PTO and SIP** on the school-wide initiatives, "Taking Care of Others" and "Taking Care of Ourselves."

Timeline: September.

Support Needed: My mentor will review and provide support for this presentation and initiatives.

Goal Two: Build positive relations with families and community partners.

Activity (Leadership): **Organize school-wide community participation** in a Run Wild for the Detroit Zoo Fun Walk, 5K Run, 10K Run as part of "Taking Care of Ourselves" initiative.

Timeline: September.

Support Needed: My mentor will provide the support and resources needed.

Goal Three: Mobilize community resources to support students in economic need.

Activity (Leadership): Organize through the Helping Hands Club a "**Helping Hands Snack Basket**" to ensure all students have a healthy snack during the school day.

Support Needed: I will solicit financial and volunteer support from the PTO and community members, as needed.

Ethics - Standard 5: Acting with Integrity, Fairness, and in an Ethical Manner

- Act with integrity and fairness to ensure a system of accountability for every student's success
- Model principles of self-awareness, reflective practice, transparency, and ethical behavior
- Safeguard the values of democracy, equity, and diversity within the school.
- Evaluates the potential moral and legal consequences of decision making.
- Understands and promotes social justice within the school

Goal: Work to safeguard the values of empathy, compassion, and respect for diversity within the school.

Activity (Leadership): "**Taking Care of Others**" **school-wide initiative** with multiple components: purchase of picture books to support learning in classroom, professional development for teachers, promotion of #choosekind

pledge to students, and leading of Helping Hands Club to facilitate the raising of charitable donations through service projects, such as Alex's Lemonade Stand (childhood cancer).

Timeline: Ongoing.

Support Needed: My mentor will review and support the initiative, as needed.

Activity (Leadership): Planning and coordinating a special guest **Leader Dog Assembly** to support our "Taking Care of Others" and "Taking Care of Ourselves" school-wide initiatives.

Timeline: Winter or Spring assembly.

Support Needed: Support from mentor on coordination of facilities and scheduling of event.

Activity (Co-Leadership): Sponsoring and coaching "**Girls on the Run**" for girls in grades 3-5.

Timeline: Spring.

Support Needed: Support from lead coach on setting up program.

Politics - Standard 6: Understanding, Responding to, and Influencing the Larger Political, Social, Economic, Legal, and Cultural Context

- Advocate for school students, families, and caregivers
- Act to influence local, district, state, and national decisions affecting student learning in a school environment
- Anticipate and assess emerging trends and initiatives in order to adapt school-based leadership strategies

Goal One: Act to influence local decisions affecting student learning in a school environment.

Activity (Participation): Sit on the **bond issuance committee** for the 2015 bond issuance. Serve as teacher representative and provide input as needed.

Timeline: Four meetings in the fall, followed by the Board Meeting on December 1st.

Support Needed: None.

Goal Two: Increase my knowledge of the local political climate through attendance at school board and union meetings.

Activity (Participation): Attend and observe at least one **board meeting** in person and at least one meeting via video recording.

Timeline: As schedule permits for board meetings. (Board meetings are on Mondays and currently conflict with class time.)

Support Needed: Schedule permitting.