

## KICKSTART – August 14, 2017

**OCS Mission Statement:** *The Office for Catholic Schools fosters collaborative communities among all shareholders through high quality professional development to positively impact student learning and develop Christ-like servant-leaders for today's world. We work in the spirit of communion, solidarity and subsidiarity.*

### Day One: The Five Focus Areas and the Operations Calendar - Identifying and Supporting Best Practices for School Sustainability

#### OBJECTIVES:

- Coordinate and collaborate to understand the benefit of the operations calendar as a tool to enhance Catholic identity, academics, budget, marketing, enrollment, and government programs
- Collaborate with colleagues to acquire skills and knowledge prioritizing action and promoting the life of the school
- Engage in team building and hospitality opportunities

#### TOOLS:

- Bring a copy of your academic school calendar (electronic or paper)

8:00 – 8:30	<b>Registration and Coffee</b>	
8:30 – 9:30	<b>Mass at the Palisades – To begin our work and our year together, we thank our newly appointed Bishop Mueggenborg who will celebrate Mass with us.</b>	
9:30 – 10:00	<b>Continental Breakfast Welcome – Introductions</b>	
10:00 – 10:30	<b>OCS Mission Statement and the Five Focus Areas</b> How does the OCS mission drive the OCS focus? How does the OCS focus support me in my world as a principal? <i>Participants share the questions about the focus areas, and Kristin Dixon sets the stage for the opportunities of 2017-2018.</i>	
10:30-11:00	<b>A Culture that Creates Value – Joe Sprague, Alaska Airlines Sr. VP External Communications, will share lessons from a business perspective.</b>	
11:00-11:30	<b>Introduction of the Operations Calendar –</b> How does the calendar provide perspective that makes local school planning easier? How do I provide feedback to the OCS so they can better serve my Catholic school?	
11:30-12:15 <b>Elementary</b> Small Group Session #1	<b>BLUE Group: Business Practices</b> Leveraging the Operations Calendar: How do I minimize starting from scratch each year? OR We've developed a strong operational structure, what's next?	<b>RED Group: Curriculum, Instruction and Assessment</b> How can I use my title funds to provide teacher leader opportunities that enhance the work of GRACE?
11:30-12:15 <b>High School</b> Session #1	<b>High School: Data in the High Schools – Jack Huber, Ph.D.</b> How is data used in the high schools? How would you like to use it?	
12:30 – 1:15	<b>Lunch</b>	
1:15 – 2:00 <b>Elementary</b> Small Group Session #2	<b>RED Group: Business Practices</b> Leveraging the Operations Calendar: How do I minimize starting from scratch each year? OR We've developed a strong operational structure, what's next?	<b>BLUE Group: Curriculum, Instruction and Assessment</b> How can I use my title funds to provide teacher leader opportunities that enhance the work of GRACE?
1:15-2:00 <b>High School</b> Session #2	<b>High School : Missionary Discipleship at the High School Level</b> How do our high schools live the call to missionary discipleship in real and tangible ways? How do we assess our programs that encourage missionary discipleship? <b>Preparing for Special Olympics of USA Games July 1-6, 2018</b> How can high schools activate so students, parents, and teachers can participate in the volunteer offerings to support the Special Olympic athletes?	
2:00-2:35	<b>Leading Faith Communities through the new Christ in the Classroom Program</b> What are the approved CIC policies for all Catholic schools? How will CIC be tracked at the OCS? What are the components of the September 21-22 Principals' Retreat? How should I prepare for my own CIC Retreat on October 6 <sup>th</sup> ?	
2:35 – 2:45	<b>Evaluation of the Day –</b> Brief explanation of the new evaluation tool	
2:45-- 3:00	<b>Processing the day's learnings -</b> Meet in regional groups to share insights and next steps	
3:00 - 6:00 Social and Dinner	<b>Building Communities from Within</b> How do we make time for fun and connections? The afternoon will feature some old time games – Cornhole Toss, Giant Jenga and Parking Lot Bowling. Prizes will be awarded! Stick around, all go home a winner! (Maybe some more than others.) Dinner and drinks provided by our friends and partners, the Fulcrum Foundation.	

## KICKSTART – August 15, 2017

(Feast of the Assumption Mass provided at your home parish, or at St. Vincent DePaul, Federal Way 7:00 p.m.)

### Day Two: How can a principal best support his/her teachers?

### Identifying and Supporting Best Practices for Observations **for Elementary School Principals\***

#### GOALS:

- Develop an understanding of the principal's role in leading instruction,
- Begin to develop a shared vision, understanding, and language for student engagement in our schools,
- Begin to develop a process for observing and analyzing instruction,
- Develop a plan for prioritizing time for classroom observation.

#### TOOLS:

- Bring a copy of the instrument you use to perform walkthroughs and/or evaluations. Be sure to review the 4D and 5D Frameworks and the pre-reading article you received in advance of today's workshop.

8:00 – 8:30	<b>Continental Breakfast</b>
8:30 – 8:40	<b>Prayer – Kristin</b> <b>Introductions</b> <b>Joanna Michelson, University of Washington</b> <i>Dr. Joanna Michelson is a project director for professional development and coach learning at the Center for Education Leadership. Joanna completed her doctoral degree at the College of Education at the University of Washington with a focus on coach learning from practice.</i> <b>Overview of our work with CEL throughout the year</b> <i>The project goals and purpose, the structure for the year</i>
8:40-9:10	<b>Introduction to CEL and key ideas around leadership</b> <ul style="list-style-type: none"> <li>• Discussion of Pre-Reading – What does it Mean to Lead for Instructional Improvement?</li> <li>• Introduce and discuss the 2-part equation and 4 Dimensions of Teaching and Learning</li> </ul>
9:10- 9:40	<b>The importance of an instructional framework and shared vision for instruction</b> <ul style="list-style-type: none"> <li>• Practice “rating” a video, discussion of the instructional core</li> <li>• Linking our frameworks (and the 5D) to the instructional core</li> </ul>
9:40- 10:00	<b>Beginning to explore student engagement:</b> What does it mean for students to guide and take ownership of their own learning?
10:00-10:15	<b>Break</b>
10:15 – 10:30	<b>Developing our skills of observation</b> <ul style="list-style-type: none"> <li>• Art card activity (observation without judgment)</li> <li>• Quick practice with a video, managing our bias</li> </ul>
10:30- 12:00	<b>Observing and analyzing instruction with an eye towards student engagement in second grade math</b> <ul style="list-style-type: none"> <li>• Generating <i>look fors</i></li> <li>• Practice observing a video of second grade math teaching</li> <li>• Sharing what we noticed</li> <li>• Exploring what we authentically wonder</li> <li>• Naming teacher strengths</li> <li>• Naming what a teacher may be almost ready to try next</li> </ul>
12:00- 1:00	Lunch <i>Achieve3000 - available to answer questions and distribute information</i>
1:00- 2:00	<b>Practicing our classroom observation for student engagement in 5<sup>th</sup> grade literacy</b>
2:00- 2:15	<b>Break</b>
2:15 – 3:00	<b>Reflection on what we learned</b> <i>About engagement, observing instruction, analyzing instruction and considering implications for our roles – preparing an instructional letter</i>
3:00 – 3:15	<b>Planning our time to prioritize classroom observation</b>
3:15 – 3:30	<b>Close and next steps</b> <i>Work between meetings, school level work and regional PLC work</i>

**\*Secondary Principals and Department Chair Training through CEL offered Thursday, August 17, 8:00 a.m. – 4:00 p.m.**