Quarterly Activity Report

Instructional Leadership & Faculty Development Grant

Project # 520-96480-6S001\_

|  |  |
| --- | --- |
| Agency Name | Pinellas County School District |
| Agency Contact | Lou Cerreta |
| TAPS # | 16A050 |
| Billing Period | 10/01/2015-12/31/2015 |

|  |  |
| --- | --- |
| **Scope of Work/Activity** | **Narrative Report of Deliverables (with supporting documentation)** |
| Mentoring Administrators | Mr. Cerreta director of professional development interviewed and hired 2 principal coaches to provide ongoing assistance for newly hired administrators on  Valencia Walker- Hired date-11/02/2015  Mary Jane Dann- Hired date- 11/16/2015  John Johnson –Hire date –pending  Evidence:   * Resume’s, * Contract with DES of Fl. |
| Develop Mentor Handbook | Valencia Walker , principal coach develop a mentor handbook  Evidence : Copy of mentor handbook |
| Order Leadership books & materials | Order 25 Leadership for Instructional Improvement –purchased – 10/29/15  Order 25 School Leadership for Results –purchased -10/23/15  Evidence: Invoice’s for book order |
| Entry level administrators will receive support through coaching and mentoring from 3 part time District Principal Coaches | Mentor coach Val Walker visited sites base and meet with -:  Michael Hernandez principal -Morgan Fitzgerald MS on 12/09/15  Brett Patterson principal – Pinellas Park HS on 12/08/15  Anne Welsh principal – Anona EL-12/10/15  Mentor coach Maryjane Dann visited -:  Arlene Sullivan – Nina Harris Exceptional Center on 12/1/15  Lisa Brown – San Jose EL on 12/1/15  Karen Huzar –East lake MS on 12/8/15  Susan Manche- McMullen Booth EL on 12/8/15  Evidence –   * Action Plan, * Site visit Log, * coaching Log * conference notes |
| Administrator take part in a Teacher Appraisal coaching cycle with Learning Science International | Learning Science International provided professional development of non-classroom teacher observation and IRR training.  (Due to time constrain, the volume of participants and the need to accommodate availability of the consultant resulted in earlier training sessions such as some IRR training and non-classroom observation done in Q1)  IRR training -: 10/07&13/2015  Evidence :   * calibration assessment results for each participating administrator * Handouts and material from training * Sign in sheets from Professional Learning Network |