

**Instructional Rounds #1**  
**Saraland High School**  
**Friday, September 23, 2016**

7:45 - 7:55      Sign In

7:55 - 8:25      Welcome / Group Focus

8:30 - 9:25      Classroom Visits

9:30 - 9:45      Individual Review of Notes / Identifying Descriptive Evidence

9:45 - 10:00     Break

10:00 - 11:30    Mapping / Categories / Patterns / Commitment Cards

11:35-12:30     Gallery with faculty observed / Commitment Cards

<b>Time</b>	<b><u>Class Visit #1</u></b> 8:30-8:45	<b><u>Class Visit #2</u></b> 8:50-9:05	<b><u>Class Visit #3</u></b> 9:10-9:25
<b><u>Team 1</u></b> S. Croley K. Skidmore R. Stefurek A. McWain	S. Huff Rm 500 Subject: Pre Calculus	D. Inman Rm 231 Subject: Earth/Space Science	A. Lange Rm 221 Subject: English 10 CPA
<b><u>Team 2</u></b> B. Spondike D. Wilkerson D. McCollum R. Carmichael	M. Driver Rm 123 Subject: English 11 CPA	C. Beasley Rm 501 Subject: Pre AP Alg II/Trig	T. Edge Rm 225 Subject: US Government
<b><u>Team 3</u></b> J. Ward D. Mason T. Walker J. McNellage	T. Thames Rm 401 Subject: Therapeutic Services	K. Ross Rm 201 Subject: Pre AP Chemistry	M. Williamson Rm 109 Subject: US History II CPA

## Saraland City Schools

Event Instructional Rounds #1  
 Date: 9/23/16

Location: Saraland High School

	Teacher	Substitute Print	Substitute Signature	Time In	Time Out
(Huff)	SKidmore	K. Boothe	Kaye Boothe	7:15	3:15
(Inman)	Stefurak	T. Moore	Jammy Moore	7	3:15
(Lange)	McWain	C. Thomann	C. Thomann	7:35	3:15
(Driver)	Willerson	M. Burkett	M. Burkett	7	3:15
(Beasley)	McCollum	B. McCall	B. McCall	7	3:15
(Edge)	Car michael	A. Gamble	A. Gamble	7:10	3:15
(Thomas)	Mason	V. Hultquist	Virginia M. Hultquist	7:00	3:15
(Ross)	Walker	G. Mayo	G. Mayo	7:05	3:00
(Williamson)	McNellage	D. Pledger	Danielle Pledge	7:20	3:15

Approved by Beverly J. Spordiko

Title II Funds to cover cost

Instructional Rounds # 1 - 9/23/16

Teacher	Signature
Baldwin	
Beasley	<i>W. W. Beasley</i>
Boutwell	
Breland	
Bryant	
Carmichael	<i>R. Carmichael</i>
Cozad	
Crane, A	
Crane, V.	
Cunningham, J	
Cunningham, L.	
Davidson	
Driver	<i>M. Driver</i>
Easley	
Edge	<i>J. Edge</i>
Edwards	
Fancher	
Grogan	
Hall	
Hill	
Huff	<i>A. Huff</i>
Inman	<i>Inman</i>
Johnson	
Jones	
Kelly, J.	
Kelly, L.	
Lange	<i>Anna Lange</i>
Larson	
Little	

Teacher	Signature
Malone	
Mason	<i>D. Mason</i>
McCollum	<i>D. W. McCollum</i>
McKinley	
McNellage	<i>J. McNellage</i>
McWain	<i>McWain</i>
Murphy	
Parkin	
Roberts, D.	
Roberts, R	
Robinson	
Ross	<i>K. Ross</i>
Ryan	
Simmons	
Skidmore	<i>K. Skidmore</i>
Smith, S.	
Spradlin	
Steele	
Stefurak	<i>R. Stefurak</i>
Stinson	
Sunnycalb	
Thames	<i>J. Thames</i>
Walker	<i>Walker</i>
Whitlock	
Whitten	
Wilkerson	<i>D. Wilkerson</i>
Williamson	<i>M. Williamson</i>
Wood	



**Instructional Rounds #2**  
**Saraland High School**  
**Monday, November 28, 2016**

7:45 - 7:55 Sign In

7:55 - 8:30 Welcome / Group Focus / Needed Materials

8:35 - 9:30 Classroom Visits

9:30 - 9:45 Individual Review of Notes / Identifying Descriptive Evidence

9:45 - 10:00 Break

10:00 - 11:30 Mapping / Categories / Patterns / Commitment Cards

12:15-1:15 Gallery with faculty observed / Commitment Cards

<b>Time</b>	<b><u>Class Visit #1</u></b> <i>8:35-8:50</i>	<b><u>Class Visit #2</u></b> <i>8:55-9:10</i>	<b><u>Class Visit #3</u></b> <i>9:15-9:30</i>
<b><u>Team 1</u></b> S. Croley J. Cunningham C. Edwards R. Larson	L. Little Rm 129 Subject: English 9 CPA	D. Roberts Rm 600 Subject: Geometry CPR	C. Grogan Rm 205 Subject: AP Biology
<b><u>Team 2</u></b> B. Spondike A. Crane R. Roberts J. Steele	K. Robinson Rm 107 Subject: US History I	M. Bryant Rm 503 Subject: Spanish I	C. Baldwin Rm 121 Subject: Mythology
<b><u>Team 3</u></b> B. Finnigan S. Smith J. Stinson S. Whitlock	G. Cozad Rm 111 Subject: AP European History	L. Spradlin Rm 504 Subject: Aglebra I CPA	M. Parkin Rm 606 Subject: Pre AP Biology

## Saraland High School

### PD, Institute, Faculty Meetings Schedule

All Meetings will be held in the cafeteria unless otherwise stated

#### Friday, July 29, 2016

8:00-3:30	New Teacher Institute (District Level)	SBOE
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#### Monday, August 1, 2016

8:30-10:30	Teacher Institute (District Level)	PAC
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10:30-10:45	Continental Breakfast (Student Council)	Café
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10:45-10:15	"Break the Ice" Introductions	Spondike
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11:15-12:00	*Room Locations	Spondike
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\*Hanging items on walls

\*Web page by August 31

\*Teaching Assignments

\*Essential Needs List

\*Evacuations

\*Overview of Calendar

\*Football Sign-up

\*Club Sign-up

12:15-1:00	Lunch (on your own)	
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1:00-3:00	Moving classrooms	
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1:00-1:20	Sharp Copier Presentation	Mr. Bush
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\*Math/Science

1:20-1:40	Sharp Copier Presentation	
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\*Eng/S.S.

1:40-2:00	Sharp Copier Presentation	
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\*Electives

#### Tuesday, August 2, 2016

7:15-7:45	Breakfast (PTO)	Cafe
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8:00-11:00	Dyslexia Training (All Core/SPED)	201/300
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<https://pdweb.alsde.edu/pdweb/login>  
PD Title SHS 16\_17\_1

8:00-11:00	Elective Teachers work in classroom	
11:00-11:55	Lunch (on your own)	
11:55-1:00	Universal Precautions <a href="https://pdweb.alsde.edu/pdweb/login">https://pdweb.alsde.edu/pdweb/login</a> PD Title SHS 16_17_3	Collins
1:00-3:00	*Aspire Data *Duty Roster *Discipline/Positive Referrals *Bell Schedule *Accountant Procedures +Kelly Services +ESS Time Sheets *Fees- All Teachers must collect *Homeroom/Attendance *1 thru 5 Day Counts (See attached handout)	Spondike

**Wednesday, August 3, 2016**

8:00-9:30	Compass Learning (S.S./Sci Core Teachers) <a href="https://pdweb.alsde.edu/pdweb/login">https://pdweb.alsde.edu/pdweb/login</a> PD Title SHS 16_17_2	222
8:00-9:30	Faculty (Math/Eng/Elective Teachers) *Policy Handbook/Procedures *Grading *iNOW *Professional Dress	Spondike
9:30-11:00	Compass Learning (Math/Eng/Elective Teachers) <a href="https://pdweb.alsde.edu/pdweb/login">https://pdweb.alsde.edu/pdweb/login</a> PD Title SHS 16_17_2	222
9:30-11:00	Faculty (S.S./Sci/Elective Teachers) *Policy Handbook/Procedures *Grading *iNOW (Categories, entries, Standard Based Assessment, APP)	Spondike

\*Professional Dress

11:00-12:00

Lunch (Atlanta Bread Co.) Administration

Café

12:00-2:30

\*Lesson Plans

Spondike

\*Educate Alabama

\*Parent Compacts

\*Website

\*IEP'S

\*RTI

\*Dismissal of Busses

\*Leaving Campus (Teachers & Staff)

2:30-3:00

New Teacher Information

Riley/Spondike

## Faculty Meeting

August 8, 2016

Instructional Partner	Scott Croley
Senior Guidance Counselor Information	Rachel Graham
Clubs/Sponsorships	B. Spondike
Carts	B. Spondike
Attendance	B. Spondike
Essential Needs List (Updated)	B. Spondike
Plan Book	B. Spondike
Educate Alabama	B. Spondike

- <https://educatealabama.asc.edu>
- Login with email; password
- Click on EDDIR, Lookup
- Choose Login, Recover Password, or Register New Acct.
- New Teachers will need to be released from prior school system in order to register with Saraland City Schools (see Mrs. Stringer)
- Choose Mrs. Spondike as the primary evaluator and then the prospective admin as the secondary evaluator.



## **Mentoring at SHS**

During the 2016-17 school year at Saraland High School, SHS's IP has mentored our new teachers. One, a first year educator, teaches 10<sup>th</sup> grade English and the other, who has some experience at the college level, teaches 9<sup>th</sup>-10<sup>th</sup> grade history. We generally meet once every two weeks, whether it be one-on-one or as a group.

The focus of our meetings have been somewhat individualized due to the different levels of experience. With one being a first year teacher, the one-on-one meetings have revolved around enforcing classroom rules, establishing everyday procedures, and overall classroom management. With the more experienced teacher, who was transitioning from a stint as a college teaching assistant, they discussed strategies related to motivating high school students and utilizing positive reinforcement. As a whole, the mentoring meetings collectively focused on approaches to assessing student work and time management for overall student achievement.

In addition to the IP, veteran teachers have mentored new teachers, both formally and informally. The content of the meetings are usually centered around the needs of the teacher, allowing them to ask questions when they arise.

**Teacher Mentor Program  
Activity Log  
2016-2017**

The completed activity log is due **Friday, May 12** to Dr. Sousa and your principal.

August 2016:

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September 2016:

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October 2016:

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November 2016:

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December 2016:

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January 2017:

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February 2017:

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March 2017:

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April 2017:

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May 2017:

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Mentee: \_\_\_\_\_

Mentor Signature: \_\_\_\_\_

Date: May 12<sup>th</sup> 2017



## SHS Survey Evidence Standard 3.7

STANDARD 3: TEACHING AND ASSESSING for LEARNING

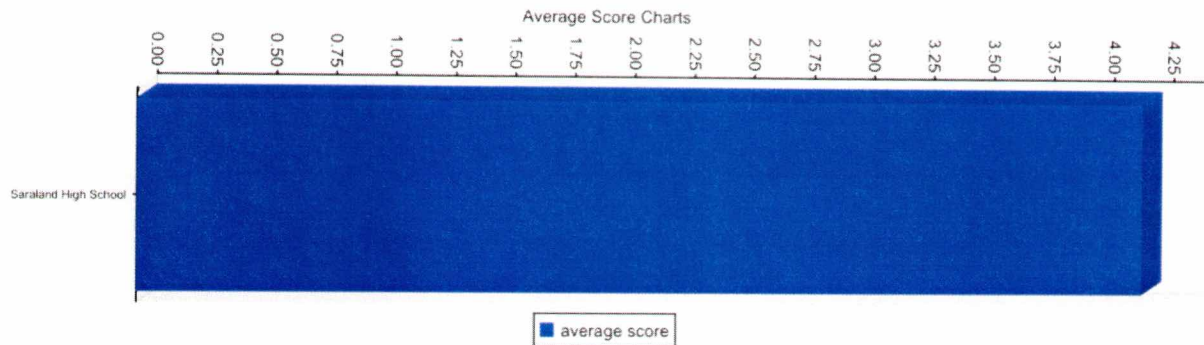
### Students

No student data for Indicator 3.7.

### Parents

No parent data for Indicator 3.7.

### Staff



### 3.7 Indicator

Standard 3 states the school's curriculum, instructional design and assessment practices guide and ensure teacher effectiveness and student learning. For indicator 3.7, SHS's mentoring, coaching, and induction programs support instructional improvement consistent with the school's values and beliefs about teaching and learning. According to the staff survey results, the average score for this indicator was 4.03 in May 2016 and increased to an average score of 4.17 in December 2016. Therefore, the results show the staff believed the school has achieved this indicator.