

# **STRATEGIC PLAN**

## **The Collaborative to Support Initially Licensed Professionals**

**Ralph Evans, Director**

**Plan Years: 2009-2012**

**Current School Year: 2009-2010**



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**REPRESENTATIVES  
/VOTING RESULTS**

**The Collaborative to Support Initially  
Licensed Professionals  
2009-2012**

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**Carolyn Bazemore, Bertie  
Paula Mickey, Camden  
Brenda Winborne, Edenton-Chowan  
Karen Dameron, Edgecombe  
Twanna Morales, Gates  
Marianne Russell, Gates  
Selma Allen, Halifax  
Betty Pugh, Hertford  
Anna Howell, Martin  
Susie Johnson, Northampton  
Brenda Dail, Perquimans  
Lynn Lassiter, Perquimans  
Joanne Smith, Tyrrell  
Wanda Hunt, Warren  
May Wilkins, Washington  
Shana Pendergrass, Weldon**

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**Voting Results**

**% of the eligible staff voted to approve this school district improvement pla**

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## **VISION/MISSION/BELIEFS**

### **The Collaborative to Support Initially Licensed Professionals**

This section of the district improvement plan is devoted to a brief description of the district's process for defining its vision, mission, and beliefs. The remainder of the plan is driven by the basic philosophies expressed herein.

### **District's Process for Defining Vision, Mission, and Beliefs**

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The Director created a relational database to facilitate the creation and maintenance of a comprehensive strategic plan for the Collaborative to Support Initially Licensed Professionals. The basic criteria upon which the Collaborative was founded served as the driving force for the initial creation of the plan; however, the plan has been modified to meet our changing needs.

A statement will be drafted for review by the Executive Council for the organization's Vision, Mission and Beliefs. The Executive Council will reach consensus on appropriate statements to adopt as guides to the organization's operation.

The initial plan was a 2-year plan (2002-2004). In order to be better prepared to pursue grant funding, the new plan will be written for 3-years (2004-2007)

Date of Staff Consensus: 9/10/04

### **Vision**

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The Collaborative to Support Initially Licensed Professionals strives to improve the learning experiences of our students by providing focused, consistent, ongoing support for new teachers. It is our intent to "Leave No New Teacher Behind."

### **Mission**

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The Collaborative is dedicated to identifying and addressing the needs of newly licensed professionals.

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**VISION/MISSION/BELIEFS**

**The Collaborative to Support Initially  
Licensed Professionals**

**Beliefs**

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.We believe that jointly we have the opportunity and responsibility to promote the critical attributes and essential components of programs that must be in place to provide quality support to:

- New Teachers
- Lateral Entry Teachers
- Support Coaches
- Mentors
- Administrators
- Collaborative Representatives

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**GOALS**

**The Collaborative to Support Initially  
Licensed Professionals**

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<b>GOAL</b>	<b>DESCRIPTION</b>
01	The Collaborative will offer beginning teachers continuing support and professional development opportunities.
02	The Collaborative will facilitate the planning of effective induction programs for beginning teachers.
03	The Collaborative will facilitate the development of support skills of veteran teachers and administrators who work with new teachers.
04	The Collaborative will enhance communications among its stakeholders.
05	The Collaborative will monitor and evaluate its effectiveness.
06	The Collaborative will implement a marketing plan to increase internal awareness of the organization and its functions.
07	The Collaborative will pursue funding through grants to support and expand the implementation of the strategic plan components.

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**OBJECTIVES****The Collaborative to Support Initially  
Licensed Professionals**

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<b>OBJECTIVE</b>	<b>DESCRIPTION</b>
01.01	By the end of the 2011-2012 school year, tools will be developed for providing support and professional development opportunities for beginning teachers.
02.01	By the end of the 2011-2012 school year, procedures will be established to guide the Collaborative in providing support for effective induction programs.
03.01	By the end of the 2011-2012 school year, tools will be developed for enhancing effective support for beginning teachers by administrators and veteran teachers..
04.01	By the end of the 2011-2012 school year, tools will be developed for enhancing effective communications among Collaborative stakeholders.
04.02	By the end of the 2011-2012 school year, procedures will be established to ensure the effective operation of the collaborative.
05.01	By the end of the 2011-2012 school year, the Collaborative will have developed a monitoring and evaluative system for activities conducted by the Collaborative.
06.01	By the end of the 2011-2012 school year the Collaborative will develop a marketing plan to increase internal awareness of the organization and its functions.
07.01	By the end of the 2011-2012 school year the Collaborative will implement a process for pursuing grants to support implementation of strategic plan components.

**ACTION PLAN 2009-2012 The Collaborative to Support Initially Licensed Professionals**

STRATEGIES	BENCHMARK DATES	RESOURCES REQUIRED	PERSON(S) RESPONSIBLE	MEANS OF EVALUATION
<p>* The objective appears at the beginning of each group of strategies. If the complete objective statement does not appear, enough of the statement should be available for reference purposes</p>				
<p><b>Objective: 01.01</b> By the end of the 2011-2012 school year, tools will be developed for providing support and professional development opportunities for beginning teachers.</p>				
01.01.01	To train career teachers as mentors.	2009/10/08 2009/12/10 2010/02/11 2010/04/08 2010/06/10	Facilities at Martin Community College, Windsor Campus and Various LEA sites Workshop materials Refreshments	-Mollie Henderson Attendance rosters Agendas List of newly trained mentors
01.01.02	To provide an opportunity for selected beginning teachers to attend the annual New Teacher Spring Conference	2010/05/10	Planning committee Presenters Speakers AV Equipment Technology	-Ralph Evans, Director -Spring Conference Planning Committee -LEA Representatives Conference attendance records Participant conference evaluations Debriefing sessions (May/June meeting)
01.01.03	To train experienced mentor teachers as support coaches.	2009/08/01 2009/10/15 2010/01/15 2010/06/10	Support Coach Handbook Trainers Materials/Equipment Facility	-Ralph Evans, Director -Support Coach Program Committee -ECU Partner -Veteran Support Coaches Attendance records Participant evaluations Debriefing session
Revised				

**ACTION PLAN 2009-2012 The Collaborative to Support Initially Licensed Professionals**

<b>STRATEGIES</b>	<b>BENCHMARK DATES</b>	<b>RESOURCES REQUIRED</b>	<b>PERSON(S) RESPONSIBLE</b>	<b>MEANS OF EVALUATION</b>
01.01.04 To develop recommendations for assisting beginning teachers with professional growth related to the new teacher evaluation process.	2009/10/08 2009/12/10 2010/02/11 2010/04/08 2010/06/10	Teacher Evaluation Training Materials Related Research	-Teacher Evaluation Project Committee	Attendance records Participant evaluations Debriefing session Recommendations

\* The objective appears at the beginning of each group of strategies. If the complete objective statement does not appear, enough of the statement should be available for reference purposes



**ACTION PLAN                      2009-2012                      The Collaborative to Support Initially Licensed Professionals**

STRATEGIES	BENCHMARK DATES	RESOURCES REQUIRED	PERSON(S) RESPONSIBLE	MEANS OF EVALUATION
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\* The objective appears at the beginning of each group of strategies. If the complete objective statement does not appear, enough of the statement should be available for reference purposes.

**Objective: 02.01** By the end of the 2011-2012 school year, procedures will be established to guide the Collaborative in providing support for effective induction programs.

02.01.01	To provide participating school systems networking opportunities to plan effective induction programs for beginning teachers with relevant preparation for the first day/first year of teaching.	2009/10/08 2009/12/10 2010/02/11 2010/04/08 2010/06/10	Monthly meetings Connect Teams Regional Representatives Show and Tell Sessions Shared LEA Training Materials	-Ralph Evans, Director -LEA Representatives Agendas Attendance Records	Meeting minutes
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02.01.02	To identify a list of the critical attributes that are essential to the design of high quality local programs that support beginning teachers.	2009/10/08 2009/12/10 2010/02/11 2010/04/08 2010/06/10	Committee consisting of representation from LEA Representatives, ECU Partners, Support Coaches, and Beginning Teachers. Virtual Collaboration tools	-Induction Program Committee -LEA Representatives Participant evaluations Debriefing session Critical attributes list	Attendance records
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**ACTION PLAN 2009-2012 The Collaborative to Support Initially Licensed Professionals**

STRATEGIES	BENCHMARK DATES	RESOURCES REQUIRED	PERSON(S) RESPONSIBLE	MEANS OF EVALUATION
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**Objective: 03.01** By the end of the 2011-2012 school year, tools will be developed for enhancing effective support for beginning teachers by administrators and veteran teachers..

03.01.01 Revised	To identify a list of the critical attributes that are essential to the design of high quality local programs that support the skill development of veteran teachers and administrators.	2009/10/08 2009/12/10 2010/02/11 2010/04/08 2010/06/10	-Ralph Evans, Director -Administrative Support Committee -Veteran Teacher Support Committee -ECU Partner	Attendance records Participant evaluations Debriefing session Critical attributes list
03.01.02 Revised	To administer surveys to veteran teachers and administrators who work with new teachers to determine areas of support needed.	2009/10/08 2009/12/10 2010/02/11 2010/04/08 2010/06/10	-Ralph Evans, Director -Administrative Support Committee -Veteran Teacher Support Committee -ECU Partner	Survey results and findings
03.01.03 Revised	To develop recommendations for how principals can apply practices addressed in their evaluation process that supports the development of beginning teachers.	2009/10/08 2009/12/10 2010/02/11 2010/04/08 2010/06/10	-Ralph Evans, Director -Administrative Support Committee -ECU Partner	Completed support skills module

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03.01.04	2009/10/08 2009/12/10 2010/02/11 2010/04/08 2010/06/10	Connections with other organizations  opportunities for building support skills of veteran teachers and administrators.	-Ralph Evans, Director -Administrative Support Committee -Veteran Teacher Support Committee -Chowan University Partner -ECU Partner	Documented collaborations
03.01.05	2009/10/08 2009/12/10 2010/02/11 2010/04/08 2010/06/10	To use a train-the-trainer model to continue upgrading the mentoring and support skills of Collaborative Representatives and Support Coaches to enable them to provide on-site expertise to their veteran teachers and administrators.	-Ralph Evans, Director -Administrative Support Committee -Veteran Teacher Support Committee -Chowan University Partner -ECU Partner	Completed modules
03.01.06	2009/10/08 2009/12/10 2010/02/11 2010/04/08 2010/06/10	To set up a hot-line or link so that veteran teachers and administrators can chat with other veteran teachers and/or administrators.	-Ralph Evans, Director -Virtual Collaboration Committee -Administrative Support Committee -Veteran Teacher Support Committee	Completed hot-line or link
Revised				

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<b>STRATEGIES</b>	<b>BENCHMARK DATES</b>	<b>RESOURCES REQUIRED</b>	<b>PERSON(S) RESPONSIBLE</b>	<b>MEANS OF EVALUATION</b>
03.01.07 Revised	To periodically sponsor update training sessions for veteran teachers and administrators (I.e., Saturday Drive-In Workshops, Sessions at New Teacher Conference)	Facilities and resources for update sessions Trainers Training materials	-Ralph Evans, Director -Administrative Support Committee -Veteran Teacher Support Committee -Chowan University Partner -ECU Partner	Attendance records Training evaluations

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STRATEGIES	BENCHMARK DATES	RESOURCES REQUIRED	PERSON(S) RESPONSIBLE	MEANS OF EVALUATION
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**Objective: 04.01** By the end of the 2011-2012 school year, tools will be developed for enhancing effective communications among Collaborative stakeholders.

04.01.01	To enhance the Collaborative web site by providing additional communication links for stakeholders.	2009/10/08 2009/11/12 2010/02/11 2010/04/08 2010/05/01	Web Server  Web publishing software  Related links	-Ralph Evans, Director -ECU Partner -LEA Representatives	Published Collaborative Web
04.01.02	To share successful practices between member LEAs.	2009/10/08 2009/12/10 2010/02/11 2010/04/08 2010/06/10	Materials specific to individual sharing sessions.  Electronic files to be used to compile resources  Support and resources for the collection/ dissemination of successful practices	-Ralph Evans, Director -LEA Representatives	Presentation Agendas  Feedback from participants  Collection of successful practices
04.01.03	To publish a periodic newsletter highlighting Collaborative activities.	2009/10/08 2009/12/10 2010/02/11 2010/04/08 2010/06/10	Collaborative Template  Printing materials  Postage for Mailings  Web site for electronic posting	-Ralph Evans, Director	Published Newsletters

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* The objective appears at the beginning of each group of strategies. If the complete objective statement does not appear, enough of the statement should be available for reference purposes				
04.01.04 To provide orientation sessions for special groups sponsored by the Collaborative (i.e., Support Coaches)	2009/10/08 2009/12/10 2010/02/11 2010/04/08 2010/06/10	Agendas  AV materials  Handouts  Support for planning and facilities	-Ralph Evans, Director -Veteran Support Coaches -Administrative Support Committee -Veteran Teacher Support Committee	Agendas  Attendance Records  Meeting Minutes
04.01.05 To utilize Web 2.0 tools to enhance effective operations and communication networks among stakeholders.	2009/10/08 2009/12/10 2010/02/11 2010/04/08 2010/06/10	Open source web resources (I.e., DimDim)	-Ralph Evans, Director -Virtual Collaboration Committee -ECU Partner	Workshop records  Meeting minutes  Other special reports

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<b>STRATEGIES</b>	<b>BENCHMARK DATES</b>	<b>RESOURCES REQUIRED</b>	<b>PERSON(S) RESPONSIBLE</b>	<b>MEANS OF EVALUATION</b>
<p><b>Objective: 04.02</b>    By the end of the 2011-2012 school year, procedures will be established to ensure the effective operation of the collaborative.</p>				
04.02.01	To develop a handbook for LEA Representatives.	2009/10/08 2009/12/10 2010/02/11 2010/04/08 2010/06/10	Collaborative Guidelines Core resources required for LEA Representatives. Loose leaf binders & index tabs Paper Printer Cartridges	-Ralph Evans, Director -LEA Representative Handbook Committee -LEA Representatives Published Handbook
04.02.02	To develop a New Teacher Orientation (Induction) Handbook for member LEAs.	2009/10/08 2009/12/10 2010/02/11 2010/04/08 2010/06/10	Core resources required for new teacher orientation among all member LEAs. Loose leaf binders & index tabs Paper Printer Cartridges Technical support	-Ralph Evans, Director -Induction Program Committee -LEA Representatives -Chowan University Partner -ECU Partner Published Handbook

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STRATEGIES	BENCHMARK DATES	RESOURCES REQUIRED	PERSON(S) RESPONSIBLE	MEANS OF EVALUATION
<p><b>* The objective appears at the beginning of each group of strategies. If the complete objective statement does not appear, enough of the statement should be available for reference purposes</b></p>				
<p><b>Objective: 06.01      By the end of the 2011-2012 school year the Collaborative will develop a marketing plan to increase internal awareness of the organization and its functions.</b></p>				
06.01.01	To create a marketing CD.	2009/10/08 2009/12/10 2010/02/11 2010/04/08 2010/06/10	Marketing plan Appropriate software Blank CDs & Jewell Cases Printing supplies	-Ralph Evans, Director -Marketing Committee  Completed CD
06.01.02	To conduct meetings with member LEA Superintendents.	2009/10/08 2009/12/10 2010/02/11 2010/04/08 2010/06/10	Agendas Marketing Materials	-Ralph Evans, Director  Attendance Rosters Agendas Feedback from participants
06.01.03	To establish partnerships with local businesses.	2009/10/08 2009/12/10 2010/02/11 2010/04/08 2010/06/10		-Ralph Evans, Director -Marketing Committee  Documented partnerships

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STRATEGIES	BENCHMARK DATES	RESOURCES REQUIRED	PERSON(S) RESPONSIBLE	MEANS OF EVALUATION
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\* The objective appears at the beginning of each group of strategies. If the complete objective statement does not appear, enough of the statement should be available for reference purposes

**Objective: 07.01**    By the end of the 2011-2012 school year the Collaborative will implement a process for pursuing grants to support implementation of strategic plan components.

07.01.01	To develop a structure for pursuing grants.	2009/10/08 2009/12/10 2010/02/11 2010/04/08 2010/06/10	Collaborative Strategic Plan  Guidelines for various grant opportunities  Assistance with grant writing	-Ralph Evans, Director -Grant Writing Committee -LEA Representatives -Chowan University Partner -ECU Partner	Documented process  Meeting minutes
07.01.02	To prepare an instrument to enable the Collaborative to be ready to apply for grants on a short notice.	2009/10/08 2009/12/10 2010/02/11 2010/04/08 2010/06/10	Collaborative Strategic Plan  Guidelines for various grant opportunities  Assistance with grant writing	-Ralph Evans, Director -Grant Writing Committee -LEA Representatives -Chowan University Partner -ECU Partner	Instrument for connecting grant opportunities with the strategic plan  Completion of Profile Data section of strategic plan

Completion of Analysis of Current Practices section of strategic plan

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**ACTION PLAN                      2009-2012                      The Collaborative to Support Initially Licensed Professionals**

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<b>STRATEGIES</b>	<b>BENCHMARK DATES</b>	<b>RESOURCES REQUIRED</b>	<b>PERSON(S) RESPONSIBLE</b>	<b>MEANS OF EVALUATION</b>
* The objective appears at the beginning of each group of strategies. If the complete objective statement does not appear, enough of the statement should be available for reference purposes				
07.01.03    To apply for grants based on needs and availability.	2009/10/08 2009/12/10 2010/02/11 2010/04/08 2010/06/10	Collaborative Strategic Plan  Guidelines for various grant opportunities  Assistance with grant writing	-Ralph Evans, Director -Grant Writing Committee	Completion/submission of grant applications  Meeting minutes
		Instrument for connecting grant opportunities with the strategic plan		

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**CALENDAR/  
TIMELINES**

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**2009-2012 The Collaborative to Support Initially  
Licensed Professionals**

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<b>Deadline</b>	<b>Tasks</b>
Thursday, July 09, 2009	Virtual Collaboration Training Bridgers Building, Tarboro Ellen Dobson, Trainer
Monday, July 27, 2009	Mentor Training Martin County Community College - Bertie Campus
Tuesday, July 28, 2009	Mentor Training Martin County Community College - Bertie Campus
Wednesday, July 29, 2009	Mentor Training Martin County Community College - Bertie Campus
Thursday, July 30, 2009	Support Coach Professional Development Martin County Community College - Bertie Campus Dr. Diana Lys and Karli Ruscoe, Trainers
Thursday, August 13, 2009	Support Coach Orientation Hitch-N-Post, Williamston 5:00 - 7:00 pm
Thursday, August 27, 2009	Support Coach Orientation Ryan's, Roanoke Rapids 5:00 - 7:00 pm
Friday, September 04, 2009	Regular Meeting -- Tyrrell County
Saturday, October 10, 2009	Drive In Conference - Chowan University 9:00 - 2:00 Regular Meeting Support Coach Professional Development
Friday, November 06, 2009	Regular Meeting -- Martin County
Friday, December 04, 2009	Superintendents' Luncheon -- Ryan's, Roanoke Rapids Regular Meeting
Thursday, January 14, 2010	Retreat -- Comfort Inn, Tarboro 10:00 - 4:00 Regular Meeting
Friday, January 15, 2010	Retreat -- Comfort Inn, Tarboro 8:30 - 4:00

<b>Deadline</b>	<b>Tasks</b>
Friday, February 05, 2010	Regular Meeting -- Northampton County
Friday, March 05, 2010	Regular Meeting -- Edenton-Chowan
Thursday, April 01, 2010	Regular Meeting -- Gates County
Friday, April 23, 2010	Spring Conference Banquet, Sheraton Atlantic Beach 5:00 - 9:00
Saturday, April 24, 2010	Spring Conference, Sheraton Atlantic Beach
Sunday, April 25, 2010	Spring Conference, Sheraton Atlantic Beach Regular Meeting
Friday, June 04, 2010	Regular Meeting -- Bertie County

**BENCHMARK DATES****The Collaborative to Support Initially  
Licensed Professionals  
2009-2012**

<b>Strategy</b>	<b>Date: 1</b>	<b>Date: 2</b>	<b>Date: 3</b>	<b>Date: 4</b>	<b>Date: 5</b>
01.01.03	2009/08/01	2009/10/15	2010/01/15	2010/06/10	
04.01.01	2009/10/08	2009/11/12	2010/02/11	2010/04/08	2010/05/01
01.01.01	2009/10/08	2009/12/10	2010/02/11	2010/04/08	2010/06/10
01.01.04	2009/10/08	2009/12/10	2010/02/11	2010/04/08	2010/06/10
02.01.01	2009/10/08	2009/12/10	2010/02/11	2010/04/08	2010/06/10
02.01.02	2009/10/08	2009/12/10	2010/02/11	2010/04/08	2010/06/10
03.01.01	2009/10/08	2009/12/10	2010/02/11	2010/04/08	2010/06/10
03.01.02	2009/10/08	2009/12/10	2010/02/11	2010/04/08	2010/06/10
03.01.03	2009/10/08	2009/12/10	2010/02/11	2010/04/08	2010/06/10
03.01.04	2009/10/08	2009/12/10	2010/02/11	2010/04/08	2010/06/10
03.01.05	2009/10/08	2009/12/10	2010/02/11	2010/04/08	2010/06/10
03.01.06	2009/10/08	2009/12/10	2010/02/11	2010/04/08	2010/06/10
03.01.07	2009/10/08	2009/12/10	2010/02/11	2010/04/08	2010/06/10
04.01.02	2009/10/08	2009/12/10	2010/02/11	2010/04/08	2010/06/10
04.01.03	2009/10/08	2009/12/10	2010/02/11	2010/04/08	2010/06/10
04.01.04	2009/10/08	2009/12/10	2010/02/11	2010/04/08	2010/06/10
04.01.05	2009/10/08	2009/12/10	2010/02/11	2010/04/08	2010/06/10
04.02.01	2009/10/08	2009/12/10	2010/02/11	2010/04/08	2010/06/10
04.02.02	2009/10/08	2009/12/10	2010/02/11	2010/04/08	2010/06/10
05.01.01	2009/10/08	2009/12/10	2010/02/11	2010/04/08	2010/06/10
05.01.02	2009/10/08	2009/12/10	2010/02/11	2010/04/08	2010/06/10
05.01.03	2009/10/08	2009/12/10	2010/02/11	2010/04/08	2010/06/10
06.01.01	2009/10/08	2009/12/10	2010/02/11	2010/04/08	2010/06/10
06.01.02	2009/10/08	2009/12/10	2010/02/11	2010/04/08	2010/06/10
06.01.03	2009/10/08	2009/12/10	2010/02/11	2010/04/08	2010/06/10
07.01.01	2009/10/08	2009/12/10	2010/02/11	2010/04/08	2010/06/10
07.01.02	2009/10/08	2009/12/10	2010/02/11	2010/04/08	2010/06/10
07.01.03	2009/10/08	2009/12/10	2010/02/11	2010/04/08	2010/06/10
01.01.02	2010/05/10				