

The Administrator Development Series is designed for administrators within their first two years in an administrative position. This series of professional development sessions targets specific matters related to the role of an administrator. While it is intended for beginning administrators, veteran administrators are invited to attend for any or all topics. This is an open invitation and participation is voluntary. The 2016-2017 series will have a variety of topics and we will survey participants before the agendas are finalized. The ADS will be led by Keith Price (Assistant Superintendent), Denise Barth (Catawba Trail Elementary Principal), Tracy Footman (Bethel-Hanberry Elementary Principal), Mark Sims (Kelly Mill Middle Principal), and Sabrina Suber (Richland Northeast High Principal). Attendees will participate in in-basket situational activities, experience relevant guest speakers, and collaborate with other administrators about topics encountered in their current role. The intent is to learn from one another so that all participants can grow and develop in their current capacities as administrators.

Meeting Dates and Agenda Topics

- ❖ September 20 - Overview of Program/Effective classroom observations & quality feedback
- ❖ October 18 - Your role in transforming school culture
- ❖ November 16 - Addressing personnel concerns
- ❖ December 14 - TBD
- ❖ January 17 - TBD
- ❖ February 21 - TBD
- ❖ March 21 - TBD
- ❖ April 19 - TBD
- ❖ May 17 - TBD

Possible Topics

- Personal strengths inventory
- How to run productive parent/teacher conferences
- Conducting quality interviews
- Understanding student disabilities
- Using data in your role as administrator
- Helping teachers with classroom management

Each meeting will run from 4:30 to 6:00 and will be held at R2i2.

In order to plan accordingly, please rsvp to Jill Averyhart at javeryhart@richland2.org if you intend to participate on September 20.