



Hanford Elementary School District  
*Induction Program*

Administrative Services Credential Clear Induction Program

**Individual Induction Plan**

Candidate Name: \_\_\_\_\_ Credential Received: \_\_\_\_\_

School Site: \_\_\_\_\_

**Step 1 Directions: Use the first column to identify your strengths and the second column to identify the areas for growth. In the last two columns list projected actions and outcomes.**

California Standards for the Teaching Profession	Strengths	Areas for Growth	Actions	Outcomes
Standard 1: Development and Implementation of a Shared Vision – Education leaders facilitate the development and implementation of a shared vision of learning and growth of all students.				
Standard 2: Instructional Leadership – Education leaders shape a collaborative culture of teaching and learning, informed by professional standards and focused on student and professional growth.				
Standard 3: Management and Learning Environment – Education leaders manage the organization to cultivate a safe and productive learning and working environment.				
Standard 4: Family and Community Engagement – Education leaders collaborate with families and other stakeholders to address diverse student and community interests and mobilize community resources.				
Standard 5: Ethics and Integrity – Education leaders make decisions, model, and behave in ways that demonstrate professionalism, ethics, integrity, justice, and equity and hold staff to the same standard.				
Standard 6: External Context and Policy – Education leaders influence political, social, economic, legal and cultural contexts affecting education to improve education policies and practices.				

**Step 2 Directions: Identify three leadership professional growth goals.**

<i>Leadership Growth Goal 1:</i>	<i>Leadership Growth Goal 2:</i>	<i>Leadership Growth Goal 3:</i>
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**Step 3: Professional Development for Consideration: Tentatively list professional learning activities you plan to attend or complete in support of your leadership growth goals based on the menu of options. (20-30 hours).**

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**Step 4: Timeline: In the boxes below, identify the approximate dates that you will complete the actions described.**

First coaching Session:
Plan for meeting the 40 hours (4.5 hours a month) of coaching over the next 10 months:
Schedule four dates for monitoring progress toward leadership growth goals:
Mid-Year Review to revise IIP, as needed. Provide a rationale for the revisions:
Plan for regular updates of Portfolio and collaborative review of Portfolio:

**Step 5: Collaborative Meeting**

<i>Superintendent/Assistant Superintendent Input: Meet with the superintendent/assistant superintendent to share your goals and induction plan. How do your goals align with your superintendent's vision/goals for the district?</i>
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### Collaborative Meetings Form

#### SHARING YOUR INDIVIDUALIZED INDUCTION PLAN – Collaboration Meeting to be Scheduled Within the First 30 Days of School

Directions for Sharing Your Individualized Induction Plan:

- Schedule a 15-minute meeting with your Superintendent/Assistant Superintendent.
- Share your IIP Goals taking into consideration any feedback provided.
- After sharing your IIP Goals, the superintendent/assistant superintendent will share any **support opportunities** and/or **resources available to help you achieve your goals**.

**Directions for Superintendent/Assistant Superintendent: Induction Candidates have developed an Individualized Induction Plan which describes the administrator’s goals, and a focus for growth in the professional practice. After your discussion with the candidate, please make a comment/suggestion below for the purpose of offering support to the new administrator.**

Candidate Signature:	Superintendent/Assistant Superintendent Signature:
Date:	Date:
Comments/ Suggestions for support opportunities and/or resources available to help you achieve your goals:	

#### SHARING YOUR INDIVIDUALIZED INDUCTION PLAN – Collaboration Meeting to be Scheduled After Completing the IIP/EOY Reflection

Directions for Sharing Your Individualized Induction Plan:

- Schedule a 15-minute meeting with your superintendent/assistant superintendent.
- **Be sure to include the following in your conversation: Your IIP Goals, CPSEL’s Work Evidence, and EOY Reflection**
- After sharing your IIP EOY Reflection, the superintendent/assistant superintendent will sign and share any **comments/suggestions for further support opportunities and/or resources available to help you achieve your goals**:

**Directions for Superintendent/Assistant Superintendent: Induction Candidates have developed an Individualized Induction Plan which describes the administrator’s goals, and a focus for growth in the professional practice. After your discussion with the candidate, please make a comment/suggestion below for the purpose of offering support to the new administrator.**

Candidate Signature:	Superintendent/Assistant Superintendent Signature:
Date:	Date:

*The candidate is responsible for completion of this document and submission of one copy to the Induction Director. As an eligible administrator holding a Preliminary Administrative Service Credential, I have been informed of the options regarding clearing my credential. I understand that I must successfully complete all program requirements for the CASC in order to be recommended to the CTC for a Clear Credential. Continued funding to complete credential requirements is not guaranteed. The signature of the district representative does not financially nor contractually obligate the district.*

Documentation Review: \_\_\_\_\_  
Candidate Signature
Administrative Induction Director
Coach Signature
Date