



## Year 2 CASC Program Timeline

Year 2	Activity
September	<ul style="list-style-type: none"> <li>• Candidate reviews program expectations for Year 2, attends Orientation to Induction meeting, signs candidate MOU.</li> <li>• Candidate is assigned an Administrator Coach</li> <li>• Candidate reviews growth in the six CPSEL areas with Administrator Coach and completes the Mid-Year Self-Assessment.</li> <li>• Candidate begins coaching (40 hours per year) Coach completes Coach Communication Record at after each visit.</li> </ul>
October	<ul style="list-style-type: none"> <li>• Working with the Administrator Coach, Candidate develops an Individual Induction Plan based on the three remaining CPSEL areas.</li> <li>• Customized goals, action plan, and performance indicators are required for each of the three selected CPSEL areas.</li> <li>• Candidate and Administrator Coach develop Coaching Plan.</li> <li>• Candidate schedules a meeting with Superintendent to discuss professional growth goals. Obtain Superintendent's signature.</li> <li>• Candidate begins implementation of IIP/Inquiry.</li> </ul>
Throughout Year	<ul style="list-style-type: none"> <li>• Candidate participates in 20 hours of professional development in support of the IIP goals and all six CPSEL areas. Professional development may include: professional reading with application, conferences, district staff development or County Office professional development. (See Menu of Options for suggested topics).</li> <li>• Artifacts (3-4 per goal) will be gathered into Candidate's portfolio during the year to demonstrate evidence and impact of goals.</li> <li>• Candidate completes professional development reflection forms and uploads into e-portfolio</li> <li>• Administrator Coach completes Inquiry research Project Observations (6 per year) candidate uploads paperwork to portfolio</li> <li>• Candidate completes post-observation record</li> <li>• Candidate and Coach review IIP and complete the Progress Monitoring Document</li> </ul>
December	<ul style="list-style-type: none"> <li>• Mid-Year Coaching Check with Candidate and Administrator Coach.</li> <li>• On-going dialogue, and communication between Administrator Coach and Candidate to monitor progress of the IIP goals and action plans, and adjust plan as needed.</li> </ul>
March	<ul style="list-style-type: none"> <li>• Candidate and coaches attend meeting to review program exit requirements including the portfolio and Exit Oral Presentation.</li> </ul>
May	<ul style="list-style-type: none"> <li>• Portfolio artifacts (3-4 per goal) for Year 2 collected.</li> <li>• Candidate and Coach meet for End Of Year review of IIP and complete the Progress Monitoring Document.</li> </ul>



## Year 2 CASC Program Timeline

	<ul style="list-style-type: none"><li>• Candidate completes Portfolio and End of year reflection End of the Year Program Self-Assessment (End of Program Benchmark).</li><li>• Candidate schedules a meeting with Superintendent to discuss progress made with professional growth goals, CPSELs, work evidence and EOY reflection. Obtain Superintendent's signature.</li><li>• Professional Development Log &amp; Coaching Log due.</li><li>• Administrator Coach completes Program Completion Guide</li></ul>
June	<ul style="list-style-type: none"><li>• Portfolio reviewed by Induction Director</li><li>• Candidate participates in Exit Oral Presentation.</li><li>• HESD CASC recommends Candidate to CTC for credential.</li><li>• Human Resources will assist Candidate in completing online CTC application.</li></ul>