



2025-2030

# Strategic Plan

Dr. Sebastian Kapala, Executive Director

<b>Goal Area</b>	Staff
<b>Strategy</b>	Enhance Mentorship and Professional Development for Staff.
<b>Rationale</b>	<p>Many LCTC instructors come from business and industry rather than traditional education programs, making ongoing professional development essential to strengthen instructional practices. Focused mentorship ensures staff are equipped to meet the diverse needs of all learners.</p>
<b>Action Plan Title</b>	Orientation, Mentorship, and Professional Development Plan.
<b>Action Plan Steps</b>	<p><b>New Teacher Orientation</b></p> <ul style="list-style-type: none"> <li>• Review current Orientation with administration team.</li> <li>• Revise New Teacher Orientation.</li> <li>• Assess orientation following first week of New Teacher Orientation Week and then again bi-monthly throughout the school year.</li> </ul> <p><b>Mentorship</b></p> <ul style="list-style-type: none"> <li>• Conduct annual needs assessment from Mentors, and current year's cohort on professional development needs.</li> <li>• Review and revise current Mentoring Program to align with new teacher professional development.</li> <li>• Develop Second Year Coaching Model.</li> </ul> <p><b>Professional Development</b></p> <ul style="list-style-type: none"> <li>• Conduct annual needs assessment from instructional staff of LCTC to determine professional development needs.</li> <li>• Leverage external partnerships and expertise to provide professional development in tandem with Administrative team.</li> <li>• Create Professional Development themes that encompass a minimum of a full year.</li> <li>• Investigate database management software to house and analyze evaluation data.</li> </ul>



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### Timeline

#### **New Teacher Orientation**

- Summer 2025.
  - New Teacher Orientation plan finalized.
  - Year I New Teacher Curriculum finalized and scheduled.
- August 2025 New Teacher Orientation.
- Monthly meetings with new teachers and Assistant Principal of Curriculum and Instruction.
- Summer 2026.
  - Finalize Year II Coaching Model.

#### **Mentoring**

- May 2025 conduct Needs Assessment Survey.
- Summer 2025.
  - Review and revise Mentoring model with Administrative team and Union Leadership.
- August 2025.
  - Conduct Pre-Mentoring Meeting with Mentors.
- September 2025 – February 2026
  - Conduct four peer-to-peer observations on instruction, assessment, classroom management, and technology usage.
- By February 2026, Administrative check in with Mentors for feedback on their Mentee.

#### **Professional Development**

- May 2025.
  - Conduct Needs Assessment.



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<b>Timeline (Continued)</b>	<ul style="list-style-type: none"><li>• Summer 2025.<ul style="list-style-type: none"><li>◦ Create a Professional Development theme for the school year.</li><li>◦ Staff Meeting Schedule finalized.</li></ul></li><li>• Quarterly 2025-2026.<ul style="list-style-type: none"><li>◦ Administer Professional Development surveys.</li></ul></li></ul>
<b>Progress Monitoring Steps</b>	<ul style="list-style-type: none"><li>• Needs Assessment Survey Results.</li><li>• Updated Mentoring Plan and New Teacher Professional Development Plan.</li><li>• Staff Meeting Schedule.</li><li>• Institute Day Schedules.</li><li>• Observations (formal and informal).</li><li>• Mentoring Log, Peer Observation Schedules, Reflection.</li></ul>
<b>Indicators of Success</b>	<ul style="list-style-type: none"><li>• Establish a baseline of teacher retention at the Tech Campus for the 2025-2026 school year.</li><li>• Establish a baseline of PD survey averages for the 2025-2026 school year utilizing the state's CPDU survey model.</li><li>• Remove dual credit and certification rate.</li><li>• Maintain failure rate of students to under 6%.</li><li>• Increase Domain 2 (Instruction) summative average from 3.2 to 3.3 by end of strategic plan.</li></ul>



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### Potential Resources

- LCTC Administration
- ROE
- CTE Professional Organizations
- Regional EFEs
- Outside consultants

### Potential Costs

- ·\$39.12/hr per new instructor during Orientation
- ·\$600 per mentor for each school year
- \$10,000 budget for Professional Development experts and outside resources
- Budget set aside for instructors to attend conferences with AP of Curriculum and Instruction
- Cost adjusted as needed