
Goal 2: SAU 41 will recruit, recognize, and develop the most effective personnel.

Strategy 2.5: Expand the support and capacity-building programs for new teachers and teacher leaders.

SMART GOAL: By June 2013, the SAU Leadership team will have a plan for a three-day orientation to support new hires.

Deliverable: The Assistant Superintendent will have a plan and an agenda for the August 2013 orientation.

Three- Day Orientation to Support New Hires

Prepared for Leadership team review, discussion and input.

3-Day New Hire Orientation Committee - Mary Albina, Christina Catino, Debbie Champigny, Penny Currier, Sacha Doucet, Candi Fowler,

Brenda Nickerson, Lynne Ouellette. Alison Picc, Bob Thompson, Kelly Seeley

First draft, revisions and Final draft prepared by 3-Day New Hire Orientation Committee

DAY 1

1. Welcome remarks – Superintendent
2. Video/Slide show – who are we, kids in action, athletics, academics, community, etc
3. Introductions to include administrators – answer these questions:
 - Who/what inspired you to become an educator
 - What led you to the Hollis-Brookline schools
4. You Tube – Use the one from the visioning day event
5. Supply new hires with pie charts on where our schools are academically
6. Administrator panel – discusses the mission and vision and the strategic plan at 30,000 feet
7. Lunch with: School board members, SAU administrators, building administrators
8. Training: Breakout sessions to include – Aesop, SchoolDude, email, Websense, PowerSchool, etc
9. Questions & Answers
10. Evaluation of the day (form)

DAY 2

1. Intro to the SAU
 - Eric – Welcome
 - Have t-shirts with name and what each person does: Debbie Paradis, Payroll
 - Hand out SAU “manual”
 - Assign “SAU mentors” to new hires
2. SAU staff presentations-Part 1 (2 hrs total, split in half)
 - Amy Cassidy, Doris, Ginny, Sam
3. Team building exercise
4. SAU staff presentations-Part 2
 - Debbie, Judi, Lori, Kelly
5. Lunch with: SAU staff, administrator panel
6. Administrator panel – Strategic plan 2nd year Smart Goals and deliverables
 - Introduce the 21st Century Learning Committee
 - Discuss RTI, PLC's, curriculum mapping, etc
7. Jeopardy
8. Questions & Answers
9. Evaluation of the day (form)

DAY 3

1. School sessions – meet in one building in six rooms-one room/school
 - School nuts & bolts
 - Union representative: go over union negotiated agreements
2. Lunch – Speaker on mentoring (with: mentors, building administrators, superintendent)
3. Team building exercise
4. Final comments/wrap up – Superintendent
5. Evaluation of the day (form)
6. Adjourn to schools for mentoring/buddy program activities (up to each bldg. admin on how to run)

Notes:

- Not running this by the unions
- Not paying new hires
- Contract will state they must attend this orientation to be hired
- Not paying mentors – give them PD hrs and lunch
- Occurs the week before school starts
- This plan sent to a new committee to make it all happen