New Beginning Administrator Mentor, BAM 101

Online Roundtable 3

**Facilitator Preparation List, Materials & Technology**

**Topics for the Day**

Meeting with the District Office Supervisor: Guidance, Tools, and Tips!

## Materials/Resources

Materials:

* *Blended Coaching* by Bloom, (2005)
* Presentation PowerPoint – *Meeting With the District Office Supervisor: Guidance, Tools, and Tips!*
* Lesson Plan
* Connector. Poll Mentor hours. BAM Roundtable 3.docx

Participant Handouts:

* *Participant Agenda and Note Taking/Application Guide*
* *Collaborative Discussion Guide - District/LEA Supervisor* (template)
* *Collaborative Discussion Guide - District/LEA Supervisor* (completed CDG example)
* *Collaborative Discussion Guide (CDG)- District/LEA Supervisor:* ***Guidelines for Use***

# Additional Resources

On this ODE site, you will find the *Entry Conversation Supervisor* protocol and other useful resources under the *In Person Kick Start:*

[ODE Mentoring Professional Learning Opportunities](https://www.oregon.gov/ode/schools-and-districts/grants/mentoring/Pages/Mentoring-PD.aspx)

**Homework for Participants prior to the session** (Send electronically in advance) **Pre-Reading**

*Blended Coaching* by Bloom, (2005):

* Pg. 9- *The coach practices in an ethical manner.*
* Pg. 10- *Coaching is not supervision, but effective supervisors coach a lot.*
* Pg. 112- *Can Supervisors Be Coaches?*

**Preview**

* *Collaborative Discussion Guide (CDG)- District/LEA Supervisor:* ***Guidelines for Use***
* *Collaborative Discussion Guide - District/LEA Supervisor* (template)
* *Collaborative Discussion Guide - District/LEA Supervisor* (completed example)
* *Participant Agenda and Note Taking/Application Guide*

**Technology**

* Laptop for PowerPoint presentation
* InFocus Projector
* Clicker/Slide Advancer
* Microphone (if large group)
* Online meeting software program (ex: WEBEX, Zoom, if providing online)