

**New Leaders Meeting
Archbishop Quigley Center
835 N. Rush St. Chicago, IL 60611-2030**

**Meeting Agenda
November 13, 2018
Start Time: 8:30 am – End Time: 3:00 pm**

Topic: New Leaders Meeting

Attendees: Leaders New to Administration in Catholic Schools

Facilitator: Elise Matson-Dite

Note taker:

Timekeeper:

Meeting Objectives:

- Prayer, review objectives, norms and plus deltas from our last meeting.
- **Objective 1** - Important upcoming due dates - Navigating Requirements: What is a “must do” what is a “can do?”: Review Checklist from OCS and Sr. Marie Michelle
- **Objective 2** - Review and discuss Fullan’s Six Secrets of Change
- **Objective 3**- Implementing your CSIP in your school.
- **Objective 4** - Preparing for Open House - Debbie Campos and Dolores Alvarado

Meeting Norms:

1. *Take an inquiry position: ask “why” questions*
2. *Ground statements in evidence: “Give me an example;” define, identify, explain; and data, observations, and evidence are used*
3. *Assume positive intentions: positive intentions from all stakeholders;*
4. *Start and end on time: self-explanatory*
5. *Stick to protocol: stay on task to address the issues at hand*
6. *Be here now: avoid distractions (mobile phone, email, internet, etc.*

To Prepare for this Meeting, Please:

- Bring a Mac or PC to begin adding evidence to your principal evaluation tool.
- Come with questions for the breakout groups. See above for topics.
- Bring any burning general questions with you for the whole group.

Schedule 6.5 hours

Time	Minutes	Activity
8:00-8:30	30	Continental Breakfast
8:30-8:45	15	Check in, Prayer, review objectives, norms and plus deltas from our last meeting.
8:45-9:00	15	<p>Objective 1 - Important upcoming due dates - Navigating Requirements: What is a “must do” what is a “can do?”: Review Checklist from OCS and Sr. Marie Michelle. (OPCY and IWAS) - Elise Matson Dite</p> <ul style="list-style-type: none"> ● Discuss Danielson Help: What do new leaders need?

