

The University of Kansas
Educational Leadership and Policy Studies
ELPS 895 Building Leadership Field Experience
Activity Log Summary – Human Resources/Relations

Date	Activity	Hours
Mid-April, 2016	Interview Team: Previewed teacher candidate application files, prepared interview questions and rubric, asked candidates questions, reviewed and discussed rubrics (collaborative)	6.5
August 2016	Mentor Interview: Discussed the differences between orientation, induction, and mentoring, took notes and created a Prezi presentation explaining the differences	5
Jan. 2016 – May 2016 August 2016 - present Once a week	Mentorship: Met with student/first-year teacher once a week to collaborate about teaching strategies, classroom management, communication skills, and teaching resources	24
November 2016	Pre-Evaluation Conference: Met with a first year and a veteran teacher to discuss plan of continuous growth and improvement	2.5
November 2016	Evaluation: Observed, took notes, and reflected about teaching styles, instructional strategies, and classroom management of a first-year teacher and a veteran teacher	2
November 2016	Post Evaluation Conference: Met with a first year and a veteran teacher to reflect about observation/evaluation and plan for continuous growth and improvement	2.5
November 2016	Evaluation Presentation: Critiqued videos of pre- and post- evaluation conference as well as evaluation of first year and veteran teacher, created a summary of reflections	5
January 2016	Mentor Interview (Superintendent): Discussed district-wide professional development plan, took notes, planned and wrote a reflection paper	4
January/February 2016	Mentorship: Mentored an education major from Fort Hays, reflected upon teaching practices, collaborated about instructional strategies and classroom management, and collected data	16
	Total Hours for this Page	67.5