

TOTAL	340.0	Name: Traci Moore																		
MS Total	43.5	K-12 Principal Field Experience Log																		
HS Total	52.0	Field Sites: REAMS, RMS, RHS																		
ES Total	244.5	Running Total - Field Experience Hours (Column B); Number of experiences per competency area (Col.D-S)	37	31	20	16	13	21	19	18	21	30	17	17	12	13	27	22		
Date	Hours	Task	1 Leadership	2 Organizational Management	3 Diversity Leadership	4 Policy and Law	5 Political Influence	6 Communication	7 Community Relations	8 Curriculum Planning and Dev.	9 Instructional Management	10 Human Resources Management	11 Values & Ethics in Leading	12 Judgement & Problem Analysis	13 Safety & Security	14 Instructional Leadership	15 Monitoring Student Learning	16 Early Childhood-Gr. 12 Leader		
05/14/15	2.0	Observation J.Q. Kindergarten & K.S. Third Grade									a,b,e	c								
05/14/15	0.5	Q Comp Budget- Updated for 2015				a,c														
05/14/15	0.5	Meeting w/Peter Grimm & B.P. re: Assessment @ REAMS for 2015								a,c,f	d									
05/14/15	1.0	Final Observation Paperwork- tracking		e,g								e,g								
05/14/15	1.0	Post Observation- D.E. music									a,b,e									
05/15/15	0.5	Meeting w/A.F & J.V. re: Q Comp goal pay & retirement	d					c,e						e						
05/15/15	0.5	Meeting w/ Gr 1 re: FAST Assessment option for 2015								a,c,f	d									
05/15/15	0.5	Post Observation- K.S.	i					h		d		c								
05/15/15	1.0	Final Observation Paperwork- tracking		e,g								e,g								
05/15/15	0.5	Title I Audit re: Scheduling push in, put together documentation and wrote clarifications to questions from the MDE auditor				a,c		h												
05/15/15	1.5	REAMS iTeam Meeting- iTeam referrals at the end of the year, 504 training			a								a					f		

05/22/15	2.0	REAMS iTeam Meeting-retention & intervention notation for fall			a			h					a				f
05/26/15	1.0	Final Paperwork- tracking & communicating		e,g								e,g					
05/26/15	1.0	Final Payment Spreadsheet Prep		e,g								e,g					
05/27/15	1.5	Final Payment Spreadsheet Prep & submit		e,g								e,g					
05/27/15	1.0	Preparation of Plan Change & Statement of Assurances-communication with MDE			a,c			a									
05/27/15	0.5	Meet with A.D. re: C.S. observation & goal								d			d				
05/27/15	2.0	Preparation of Priorities Survey for Negotiations.	c,e					i									
05/28/15	0.5	Met w/S.B.B. re: El program structure for 2015		a									a				
05/28/15	1.0	Prepared notes from Tuesday Core Committee Mtg						a,b,d									
05/29/15	1.0	Email update on fall payout to retiring teachers						e,g					a,b				
05/29/15	1.0	Email update on Phyed Goal, creation of survey to approve new course of action.	b,c					i									
06/01/15	1.0	Examination of Title I data for ADSIS report			a,c					e							
06/01/15	1.0	Organization of second year mentors	b,f										a,b				
06/02/15	2.0	Met with S.B. on state of ELL programming in district & plan		a									a				
06/02/15	1.0	New Teacher Spreadsheet & communication with principals related to it.						i					b				
06/02/15	1.0	Annal Report communication & upload			a,c			i									
06/03/15	0.5	Meeting to go through teacher morale survey with Union		c			d										
06/03/15	1.0	Communication re: New Staff Training Schedule for fall										e	b				
06/03/15	1.0	Wrote New Staff Letter to be sent out to each new teacher this summer/fall.										e	b				
06/03/15	1.0	Plan for pd and processes re: new reading curriculum							a,c	d							
06/16/15	3.0	Plan for pd and processes re: new reading curriculum & assessment							a,c	d							
08/10/15	6.0	Houghton Mifflin Training- New Curriculum													a		a,f
08/11/15	6.0	Houghton Mifflin Training- New Curriculum (Building Planning)													a		a,f
08/12/15	2.0	Presentation Planning for New Staff Trainings		c				f					d				
08/13/15	2.0	Meeting w/Peter re: Q Comp & New Staff 2015-16				a			e								
08/17/15	3.0	Presentation Planning for New Staff Trainings		c									d				

