TOTAL	340.0	Name: Traci Moore	Ι														\neg	\neg
MS Total	43.5	K-12 Principal Field Experience Log														\neg	\exists	\exists
HS Total	52.0	Field Sites: REAMS, RMS, RHS																
		Running Total - Field Experience Hours (Colunm B);																
ES Total	244.5	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 Manageme	11 Values & Ethics in Leading	12 Judgement & Problem Analysi	13 Safety & Security	14 Instructional Leadership	15 Monitoring Student Learning	16 Early Childhood-Gr. 12 Leader
				7	(1)	7	<u>u</u>)			ω_	9,	7		7			\Box	
05/14/15	2.0	Observation J.Q. Kindergarten & K.S. Third Grade									aʻqʻe	2						
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									aʻqʻe							
05/15/15	0.5	Meeting w/A.F & J.V. re: Q Comp goal pay & retirement	Ъ					c,e						е				
05/15/15 05/15/15		Meeting w/ Gr 1 re: FAST Assessment option for 2015 Post Observation- K.S.						h		d a,c,f	þ	С						
05/15/15	1.0	Final Observation Paperwork- tracking		e,g								e,g (寸	ᅦ
05/15/15		Title I Audit re: Scheduling push in, put together documentation and wrote clarifications to questions from the MDE auditor REAMS iTeam Meeting- iTeam referrals at the end of the year, 504		E		a,c		Ч				e					\dashv	
05/15/15	1.5	training			в								в				<u>.</u>	

						Т		Τ		q			П		\Box
05/18/15	0.5	Post Observation J.Q.				4	_		р	a,b	U	_	++	_	\perp
		Connect with other Q Comp districts regarding payout in fall to										ر د م	<u> </u>		
05/18/15	1.0	teachers who have left the district										4	2		
05/18/15	2.0	Final Observation Paperwork- tracking		e,g							e,g				
												٥	ر ا		
05/18/15	0.5	Meeting w/ Peter re: Fall Payouts & New Reading Curriculum										م ح د	200		
05/40/45	0.5	E and this attended and the first and an annual and DLC lead and in an actions	b,c												
05/18/15 05/19/15		E-mailing teachers re: final paperwork and PLC leadership questions Paired Observation Follow Up w/S.S.	a a			\dashv		+				_	++	+	+
				B		+		+	р		S C		++	+	+
05/19/15	3.0	Final Observation Paperwork- tracking		e,8		_		-			e,8		+		\perp
05/19/15	1.0	Communication re: Fall Payout Issue	p,c									2 م	2 2		
05/19/15	1.0	Meeting @ Maple Lake re: Benchmark Reading Curriculum							a,c,f	р					
05/20/15		Communication re: Fall Payout Issue met w/J.S.	p,c									٥	ž		П
05/20/15		Final Observation Paperwork- tracking		e,g							e,g				
05/20/15		Communication re: Fall Payout Issue met w/J.S.										q d	Ž		
									a,c,f						\top
05/20/15	0.5	Meeting w/Peter Grimm & B.P. re: Assessment @ REAMS for 2015				\dashv	_	+		р	\vdash	-	++	+	+
05/21/15	1.0	Meet with Beth re:Reading Curriculum choice & professional dev.							a,c,f	р					
05/21/15	1.0	Communication re: Fall Payout Issues										р Р	(2)		
05/21/15	1.0	Communication re: Fall Payout Issue- emails										b d	7,5		
05/21/15	1.0	Site visit @ Delano- Houghton Mifflin Curriculum							a,c,f	q					
05/22/15		Meetings w/D.M., J.S., & J.Q. re: PLC placement					D. 6		٠٠				$\dagger \dagger$	\top	\Box
03,22,13	0.5	meetings wy priving 3.5., or 3. or, i.e. i to procenient	U	а	H	\dashv	 				$\vdash \vdash$	-	, -	+	$\forall \exists$
05/22/15	0.5	Mosting w/ Potor ro: Fall Payouts										2	2		
05/22/15		Meeting w/ Peter re: Fall Payouts		b0		\dashv	+	+			DO.	<u> </u>	2,	+	++
05/22/15	1.0	Final Observation Paperwork- tracking & communicating		e,g							e,g				

05/22/15	2.0	REAMS iTeam Meeting-retention & intervention notation for fall			В		Π.	_				T	m			4	\neg
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					
		Preparation of Plan Change & Statement of Assurances-						T									
05/27/15	1.0	communication with MDE				a,c			в								
05/27/15	0.5	Meet with A.D. re: C.S. observation & goal								-	р		-	5			
05/27/15	2.0	Preparation of Priorities Survey for Negotiations.	c,e														
05/28/15	0.5	Met w/S.B.B. re: El program structure for 2015			в								в				
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					- 1	a,D			
, ,		Email update on Phyed Goal, creation of survey to approve new						<u>Ť</u>	\top								\neg
05/29/15	1.0	course of action.	b,c					_									
06/01/15	1.0	Examination of Title I data for ADSIS report				a,c					ь						
06/01/15	1.0	Organization of second year mentors	þ,f										a				\Box
06/02/15	2.0	Met with S.B. on state of ELL programming in district & plan			в								ro l				
		New Teacher Spreadsheet & communication with pricipals related															
06/02/15	1.0	to it.											α				
06/02/15		Annal Report communication & upload				a,c		_									
06/03/15	0.5	Meeting to go through teacher morale survey with Union			C		р										
06/03/15	1.0	Communication re: New Staff Training Schedule for fall										υ.	α				
		Wrote New Staff Letter to be sent out to each new teacher this															
06/03/15		summer/fall.					_	\perp	\perp		4	υ.	۵		Ш		
06/03/15		Plan for pd and processes re: new reading curriculum					\perp	\perp	\perp	ပ -	0			\perp	\sqcup		_
06/16/15	3.0	Plan for pd and processes re: new reading curriculum & assessment						\downarrow	\perp	ი -	0	\perp	\perp	_	\square		
08/10/15	6.0	Houghton Mifflin Training- New Curriculum					\perp	\perp						\perp	в		a,f
08/11/15		Houghton Mifflin Training- New Curriculum (Building Planning)													в		a,f
08/12/15		Presentation Planning for New Staff Trainings			C		,						o l		Ш		
08/13/15		Meeting w/Peter re: Q Comp & New Staff 2015-16			\bigsqcup		в	\perp	ө						Ш		
08/17/15	3.0	Presentation Planning for New Staff Trainings			U								0				

08/21/15	2.0 Presntation Planning for Q Comp Leaders	T								٦			\top	\top
08/24/15	3.0 New Staff Training			J						70			\Box	
08/24/15	0.5 SPED Training New Staff						٦,		2					
08/24/15	1.0 Health & Safety New Staff								ь			в		
08/24/15	1.5 EL Planning w/ new staff			d,e									\prod	р
08/25/15	1.0 New Staff Training									ъ				b,d
08/25/15	3.0 Tech Training New Staff							υ 4						
08/27/15	3.0 PLC Training- Leadership									σ			\perp	
08/27/15	2.0 Observation Training- Leadership					<u>L</u>			U					
09/02/15	2.0 Negotiations	4							4					
09/01/15	2.0 Prep for Assessment Days												ю	q
09/01/15	2.0 FAST Training- Assessments	q						J	ر					
09/01/15	3.0 Prep forF&P trainings	q											е	
09/02/15	1.5 Nystrom Training				C									þ
09/03/15	2.0 Trained Staff on F&P Assessments	p											а	
09/03/15	1.5 Shared decision making re: Assessment Days and Lit Assessments	;											е	þ
09/04/15	2.0 Trained on F&P Interrater Reliability	q											в	
09/04/15	2.0 Negotiations- Schedule C								Į.					ಹ
09/04/15	2.0 iTeam Planning Mtg REAMS			þ										q
09/09/15	2.0 Individual Goal Process Set up & Principal communication													Ъ
09/10/15	2.0 Title Scheduling		а											o l
09/10/15	1.0 Title Benchmarks- begin spreadsheets of students	q												\Box
09/10/15	2.0 Individual Goal Process roll out to PLC leaders													Ъ
09/11/15	1.0 Goals Mtg w/Peter				в		o l							
09/11/15	2.0 Prep for building goal pay- spreadsheet		e						٦					
09/14/15	0.5 Bus Supervision											p,c		
09/15/15	0.5 Bus Supervision											p,c		
09/15/15	2.0 Negotiations- Language Changes	Ŧ							J					
09/16/15	2.0 Title student data work		g								f			
09/16/15	0.5 Bus Supervision											p,c		
09/16/15	1.0 Title Schedule work		а											o e
09/17/15	1.0 Title Schedule Communication		а											ө
09/17/15	0.5 Bus Supervision											p,c		

09/17/15	0.5	Grade 4 Title I Schedule Mtg		а											П	o l	
09/18/15	0.5	Bus Supervision												p,c			
09/18/15		ES iTeam				\dashv	c	+	+	+					\dashv	\dashv	\neg
09/18/15		Planning for Jill- para		р		\neg		+	\top	+					\dashv	十	q
09/18/15		Meeting w/Brenda re: K- Title times		в				\top							\exists	a l	=
09/18/15		Meeting w/Jenna re: K Title times		e e											\exists	a l	\neg
09/21/15		FAST Training- trainer								J					е	Ť	\neg
09/22/15		Staff Mtg- Title Scheduling		а						Ť						a	\neg
09/22/15	1.5	Title & ADSIS Parent Letters prep				J		1	ע						\Box	Ť	\neg
00/22/45	0.5	Outside DEWARDS Resulted A 7 Resulted have South		d,e											\Box	ヿ	\Box
09/22/15		Ordering REWARDS, Reading A-Z, Reading book for HS	-	þ			_	+	+	-	-				\dashv	\dashv	_
09/23/15		Prep leader's meetings schedules for 3 buildings	<u> </u>	а			+	+	+	_	-				\dashv	u	_
09/24/15		Gr 4 PLC- goal setting coaching					_	+	+		-				В	\dashv	σ
09/24/15		Negotiations- financial	ᅩ				_	+	+		4				\dashv	\dashv	_
09/25/15		REAMS iTeam	-		q		ပ	+	+						\dashv	<u>a</u>	\dashv
09/25/15		ES COGNOS research	<u> </u>	Ø				+	+				—		\dashv	\dashv	_
09/25/15		Title I Letters processing- EL translation	-			ပ	+	+	ע						\dashv	\dashv	
09/25/15	1.0	Singapore presentation to kids- prep and present	-		Р	\dashv	\dashv	+	ນ	+	-	_		-	\dashv	\dashv	\dashv
09/28/15		Hard LockDown												a'p			
09/28/15		Faculty Senate		а										а			
09/29/15	7.0	MDE Peer & Summative Eval Training	þ								C						
10/01/15	0.5	Fire drill												а			С
10/01/15		Meet re: Jill w/Laura para planning		р													b
10/01/15		Core iTeam mtg REAMS			q											þ	
10/02/15	1.0	REAMS iTeam Meeting			q		C									þ	
10/02/15	1.0	Melissa- Plan PLC iTeam process- Google Docs											ы			в	
10/06/15	1.0	Staff Meeting REAMS							ر ا								
10/06/15		Kindness Retreat				U		$\neg \vdash$	3						\exists	\dashv	
10/06/15		Negotiations	—			Ť		+	1		 				\exists	\dashv	
10/07/15		Literacy Team Meeting REAMS	† <u> </u>			一	\neg	\top	\top		† -				е	一	
10/07/15		Goal Meeting w/Todd					\top	\top	\top	a	1					<u>_</u>	
10/08/15		SPED Curriculum Meeting						\top	ء						\Box	<u>_</u>	\neg
10/13/15	1.0	Title I Parent Meeting						4	α'ρ						\Box	\exists	
10/14/15		Title I Parent Meeting							α,υ							_	

10/19/15	2.0	Kindergarten FAST Meeting	J											Т	٦
10/19/15		COGNOS Training	Ť	ω							Į			\top	٦
10/20/15	1.0	Staff Meeting					g, S						Ť		
10/20/15	1.0	Meeting w/Peter re: Kindergarten FAST	U				Ť		J_				十	\top	
10/21/15		Fire drill @ REAMS	Ť									е	\top	٦,	ر
10/22/15	2.0	Pre Ob/Observation/Post Ob D.O.							в	U				T	
10/23/15	1.0	REAMS iTeam Meeting			q									۵	
10/26/15	2.0	Board Negotiations								₊				۵۵	
10/26/15	2.0	SPED Curriculum Planning						q					١,		٦
10/27/15	0.5	Discipline conference w/ 4th grader											٦,	0	٦
10/28/15	0.5	Hard LockDown REAMS										a,b			
10/28/15	0.5	Wrote article for Principal News				_	= 0								
10/28/15	2.0	Thanksgiving Box Planning			р		d,h								
10/28/15	0.5	Para supervision work with Laura		р										ع	Ω
10/28/15	2.0	PLC attendance Audit & Communication					- w								
10/29/15	1.0	Scheduling, Observation, Goals Communication	þ				ס								
10/29/15	0.5	Goal/observation re: Todd	þ							၁					
10/30/15	0.5	Leader's meeting planning	q				ລ								
10/30/15		REAMS iTeam Meeting			q	J									
11/02/15		REAMS Leader's Meeting	q	q											
11/02/15	2.0	Board Negotiations								Į				ы	
11/03/15		Staff Meeting REAMS					g, S)							
11/04/15	1.5	Staff Development Goal Setting Meeting	С							b				\perp	
11/04/15		Thanksgiving Box Planning			р		d,h								
11/05/15		ECSE Curriculum Work						а						ā	ì
11/05/15	1.0	Student Services PLC Meeting	b	b											
11/06/15	7.0	Teacher Observation Training MDE								С					
11/09/15	1.0	Transition grades 8-9 w/HS counselor												E	ڌ
11/09/15		Assessment Day Survey Writing					b,ł	า							
11/09/15		Mentor w/ELL- program development- Hispanic community					i								
11/10/15		Staff Enrichment- Arts Integration			b,e									ā	ì
11/12/15		Observation Meeting w/3rd Grade													
11/13/15	1.0	REAMS iTeam Meeting				С					d			f	

11/14/15	1.0	REAMS Faculty Senate Meeting	а												П	b
11/18/15		Child Study Meeting				С	С								\exists	
11/18/15	1.0	Meet with L.R. Instructional Coaching												а	T	
11/18/15	1.0	Late Start Staff Development Planning Meeting								а				b		
11/20/15	1.0	REAMS iTeam Meeting					С					d				
11/23/15	1.0	Factulty Senate Meeting	а													b
11/24/15	0.5	Staff Enrichment- Grade 1			b,e											а
11/25/15	1.0	New Teacher Check in					(g,b								
11/30/15	0.5	Discipline conference w/ kindergartener													d	
12/01/15		Staff Meeting REAMS		f		С										
12/03/15	0.5	Meet w/MS Stop & Think Room	g												d	
12/03/15	1.0	ES Core iTeam Meeting				С	С									
12/07/15	2.0	Presented on Fountas & Pinnell						b		а						
12/07/15	3.5	Core Comm Mtg-Plan Changes- Retirement, PLC eval	С					c,e								
12/07/15	2.0	Peer to Peer Workplace Bullying Workshop				С			h							
12/09/15	1.0	Meeting w/J.U. re/time equitibility in ECSE				С		С								
12/10/15	1.0	Mentor/Mentee Meeting ELL														
12/11/15	1.0	REAMS iTeam				С	С									
12/14/15	1.0	REAMS Leader's Meeting														
12/15/15	1.0	Reams Staff Meeting							g				d			
12/17/15	1.0	Instructional Coaching P.T. Reading												а		
12/18/15	6.0	MDE Peer Observation Training		b		d										
06/01/15	1.0	Met with individual teachers re: ELL Clustering (support for S.B.)	a,g			а										