

Beaver County CTC

Induction Plan (Chapter 49) | 2024 - 2027

Profile

LEA Type		AUN
Beaver County Career & Technology Center		127041307
Address 1		
145 Poplar Avenue		
Address 2		
City	State	Zip Code
Monaca	Pennsylvania	15061
Chief School Administrator		
Laura DelVecchio		
Chief School Administrator Email		
ldelvecchio@bcctc.org		
Educator Induction Plan Coordinator Name		
Laura DelVecchio		
Educator Induction Plan Coordinator Name Email		
ldelvecchio@bcctc.org		
Educator Induction Plan Coordinator Phone Number		Extension
7247285800		217

Steering Committee

1 Steering Committee

Name	Title	Committee Role	Chosen/Appointed By
Nicole Rogers	Middle School Counselor	Education Specialist	Administration Personnel
Laura DelVecchio	Acting Administrative Director	Administrator	Administration Personnel
Dan LaRue	School Counselor	Education Specialist	Education Specialist
Deb Gray	Business Owner	Other	Administration Personnel
Randy Reed	Co Operative Education Coordinator	Education Specialist	Education Specialist
Thomas Palas	Facilities Director	Other	Administration Personnel
Bernadette Mattica	JOC Member	Other	School Board of Directors
Ron Miller	JOC Member	Other	School Board of Directors
Jessica Main	Business Owner	Other	Administration Personnel
Aldo Legge	Police Chief	Other	Administration Personnel
David Liptak	CTC Instructor	Teacher	Teacher
Bobby Miller	Behavioral Therapist	Other	Administration Personnel
Tom Majors	Special Education Instructor	Teacher	Teacher
Nick Tisak	CTC Acting Principal	Administrator	Administration Personnel
David Brandon	High School Principal	Administrator	Administration Personnel
Kelly Fortner	High School Counselor	Education Specialist	Administration Personnel

Educator Induction Plan

Will all first-year teachers (including teachers in prekindergarten programs, when offered), long-term substitutes who are hired for a position for 45 days or more and educational specialists be identified and provided a 2-year induction experience beginning in the 2024-25 SY? (22 Pa Code, 49.16)	Yes
Is the induction plan prepared by teacher or educational specialist representatives, or both, chosen by teachers and educational specialists and administrative representatives chosen by the administrative personnel of the school entity? (22 Pa Code, 49.16)	Yes
Has the plan been made available for public inspection and comment for a minimum of 28 days prior to approval of the plan by the school entity's governing board and submission of the plan to the Department? (22 Pa Code, 49.16)	No
Does the induction plan reflect a mentor relationship between the first-year teacher, long-term substitute or educational specialist, teacher educator and the induction team for the duration of the induction program? (22 Pa Code, 49.16)	Yes
Does the induction plan include training on the teacher observation and evaluation model inclusive of the consistent use of quality teacher-specific data and building-level data within student performance measures? (24 P.S. § 11-1138.8 (c)(3) and 22 Pa Code, 49.16)	Yes
Does the induction plan:	Yes
a. Assess the needs of inductees?	Yes
b. Describe how the program will be structured?	Yes
c. Describe what content will be included, along with the delivery format and timeframe?	Yes
d. Include a two-year induction program effective the 2024-2025 school year?	Yes

Mentors

Pool of possible mentors is comprised of teachers with outstanding work performance.	Yes
Potential mentors have similar certifications and teaching assignments.	Yes
Potential mentors must model continuous learning and reflection.	Yes
Potential mentors must have knowledge of LEA policies, procedures, and resources.	Yes
Potential mentors must have demonstrated ability to work effectively with students and other adults.	Yes
Potential mentors must be willing to accept additional responsibility.	Yes
Mentors must complete mentor training or have previous related experience (e.g., purpose of induction program and role of mentor, communication and listening skills, coaching, and conferencing skills, problem-solving skills and knowledge of adult learning and development).	Yes
Mentors and inductees must have compatible schedules so that they can meet regularly.	Yes
Other, please specify below	No
Other	

Please explain the LEA's process for ensuring their mentors have the above selected characteristics.

At the conclusion of each school year, the BCCTC administration offers the staff an opportunity to serve as a mentor. The selection of mentors is based off of, teacher evaluation results, knowledge and experience with curriculum and the career center. At the time of hire, the Administrative Director and the Assistant Director will identify a mentor to be matched with an inductee. In addition, the Assistant Director will schedule monthly meetings with the mentor and mentee to assess progress of the inductee. Mentors and mentees are given folders that are comprised of the monthly meeting schedule, a checklist of what tasks should be discussed and supported, educational topics to focus on, and an evaluation form to evaluate mentor/mentee, and the program.

Needs Assessment

Observations of inductee instructional practice by a coach or mentor to identify needs.	Yes
Multiple observations of inductee instructional practice by building supervisor to identify needs.	Yes
Regular scheduled meetings with mentors or coaches to reflect upon instructional practice to identify needs.	Yes
Standardized student assessment data	No
Classroom assessment data (Formative Summative)	Yes
Inductee survey (local, intermediate units and national level)	Yes
Review of inductee lesson plans	Yes
Review of written reports summarizing instructional activity	No
Submission of Inductee Portfolio	No
Knowledge of successful research-based instructional models	Yes
Information collected from previous induction programs (e.g., program evaluations and second-year teacher interviews).	Yes
Other, please specify below	No
Other	

Based on the tools and methods selected above, describe the LEA's Induction program, including the following details:

- **Program Structure**
- **Content Included**
- **Meeting Frequency**
- **Delivery Format**

The Induction program is structured, whereby, the mentor and mentee meet with the Assistant Director on a monthly basis to discuss the progress of the mentee. Content that is included in the discussions include, but not limited to, classroom management, communication with students and parents, effective grading and planning, the evaluation model and expectations, and goals of the mentee. The meetings occur monthly and the team meets either in person, or online.

Educator Induction Plan Topic Areas

Upload the LEA's 2-year Educator Induction Plan, which needs to begin in the 2024-2025 SY.

Beaver County CTC Induction Plan - Copy - Copy.docx

Selected Observation and Practice Framework(s):

Timeline

Year 1 Fall

Year 1 Winter

Selected Observation and Practice Framework(s):

Timeline

Year 1 Fall

Year 1 Winter

Year 1 Spring

Year 1 Summer

Year 2 Fall

Year 2 Winter

Year 2 Spring

Year 2 Summer

Year 3 Fall

Year 3 Winter

Year 3 Spring

Year 3 Summer

Evaluation and Monitoring

Evaluation and Monitoring

Each inductee and mentor will be given a copy of the induction plan. In addition, all administrators will have a copy of the induction plan to refer to. Monitoring of the induction plan will be through monthly checklists as well as mid-year and end-of-year evaluations. The inductees will meet monthly, and a checklist will be provided that covers areas to be completed for the following month. The new teachers will check off completed items and then submit them to his/her mentor for review. At the mid-year and end-of-year evaluations, the inductee and mentor will sign off indicating that they are participating in the process, reflecting upon what was learned, and evaluate the program at this point. The CTC Director and Assistant Director will sign off on the evaluations. At the end of the Induction Program, will be required to share and present to other mentees an induction portfolio which will be made up on the evaluation of the program, covering topics of what worked and what could be enhanced. This portfolio should demonstrate growth and objectives of the induction program, which include the Pennsylvania Department of Education Domains for Professional Evaluations: Planning and Preparation, Classroom Environment, Instructional Delivery and Professionalism. The inductees will be issued a rubric to guide the creation and evaluation of their portfolio.

InductionPlan

Mentor documents his/her inductee's involvement in the program.	Yes
A designated administrator receives, evaluates, and archives all mentor records.	Yes
School/LEA maintains accurate records of program completion and provide a certificate or statement of completion to each inductee who has completed the program.	Yes
Completion is verified by the LEA Chief Administrator on the Application for Level 2 Certification.	Yes

Confirm that all first-year teachers are required to participate in the induction program.

Yes

If "No" is selected, please explain what individuals were not included in the Induction Program and why.

Signatures and Quality Assurance

We affirm that this Educator Induction Plan has been developed in accordance with the laws, regulations and guidelines for the development, implementation and evaluation of the Induction Plan as designated in Chapter 4 of the Pennsylvania Department of Education School Code.

We affirm that this Educator Induction Plan focuses on the learning needs of each professional staff member to ensure high quality instruction for all students.

Educator Induction Plan Coordinator	Date
Laura DelVecchio	2024-02-01

I affirm that this Induction Plan provides staff learning that improves the learning of all students as outlined in the [National Staff Development Council's Standards for Staff Learning](#).

Chief School Administrator	Date
Laura DelVecchio	2024-02-01