CTI Navigate

Candidate & Coach Meetings section will be filled out by the coach.

Introduction & Orientation
Candidate-Complete the Introduction video and submit. Once that is done, June Miller at CTI will input it as complete, as well as the date of Orientation.

What happens next??

Candidate-the next few steps are on YOU!

My Individual Development Plan

- Complete your "IDP" (Individual Development Plan) Do you have a link from your university where you already completed this? If the answer is yes, copy and paste it into this section.
  - Never heard of an IDP?? That's OK! Click on the purple button to complete. It will open a box that will allow you to type directly on the screen. Write in your current areas of strength and growth. These should be in narrative form, not just a bulleted list.
    - Example: I think that Classroom management is an area of strength for me. I focus on building student relationships and have good communication with them and their families.

Once you complete, save, and submit this step, THEN the next one will be available.

Initial CSTP Self-Assessment

- "Initial CSTP Self-Assessment." Click on the link and take the assessment. You will receive a report when completed. Link or take a screenshot of the report and submit that.

Once you complete, save, and submit this step, THEN the next one will be available.

Meet with My Site Administrator

- "Meet with your site administrator" (You can invite your coach IF you would like, but it is not required). This IS NOT an evaluation, your Stull Bill, or to set up an observation. This step is meant to give you the chance to talk with your site administrator about the site and district initiatives and goals for the year. It gives you the opportunity to make sure your goals and plans are in line with the site and district.

    - They give you a Collaborative Goal Setting: Questions to consider asking your Supervisor to guide you if needed.
    - Once you have met with them, input the date of the meeting and submit it.

Once you complete, save, and submit this step, THEN the next one will be available.

My Professional Growth Goal

- Complete "My Professional Growth Goal."
    - This is where you decide on your one main overarching goal you have for the year.
        - Maybe you decide that Classroom engagement will be your focus. Submit that with the date you established it, and then submit.
            - The cycles should support this large goal. The focus cycles are the short term goals to help you gain practice and experience towards your Professional Growth Goal.

Once you complete, save, and submit this step, THEN the next one will be available.

My Personalized Timeline

- "My Personalized Timeline"
    - This is where you will start looking at the focus cycles of inquiry and choose what you would like to work on first. Explore the research and curated resources. Talk to your coach, and reflect. What inquiry do you want to focus on first?
    - Once you have chosen all 4 of your cycles, submit it here. The goal is to have you map out your 4 focus cycles for the year. Please note-these can be changed at ANY time, so you are not cemented to them. If you decide after inquiry 1 that you have a new idea for cycle 2, you can go back and edit your timeline, so don't worry.

Observations

The observation step is first filled out by your coach. They will upload notes, a link to your zoom conversation, or any other evidence. After they have finished, you will have the opportunity to add your own reflection. There are links under the instructions portion on that page under *Types of Observations,* "Watch myself/Watch My Students Self Reflections."
Here is the link to the *Types of Observations* page from CTI.

- *Remember! Observations are discussed prior to go over what you want your coach to look for during this time. This is not an evaluation. These are meant to help support you and your classroom goals!*

Inquiry Organizer

- "Inquiry Organizer"
  - This is where the "meat" of the program occurs. Here is where you will document and provide evidence of practice during your cycle of inquiry.
- **Coaches**: When your candidate completes their inquiry, you will receive an email that notifies you that they are finished. It will take you to the inquiry to approve it.

What is the purpose of all of the steps BEFORE you get to the Focus Cycle? The goal is to gather information from multiple sources about you in regards to the CSTP's, and then give you time to reflect and think about your journey this school year.

** Your coach during this process will be there to guide you through the steps as well as help you along your process of reflection. They are there to listen, have conversations about your focus for the cycle, provide feedback, and answer questions that come up.
They are not there to direct you and tell you what your focus should be, as this is your journey as a teacher. They will be there as a coach and mentor along the way.
At the end of each cycle they will go through the inquiry to ensure it is fully completed and finalized so you may move onto the next inquiry.