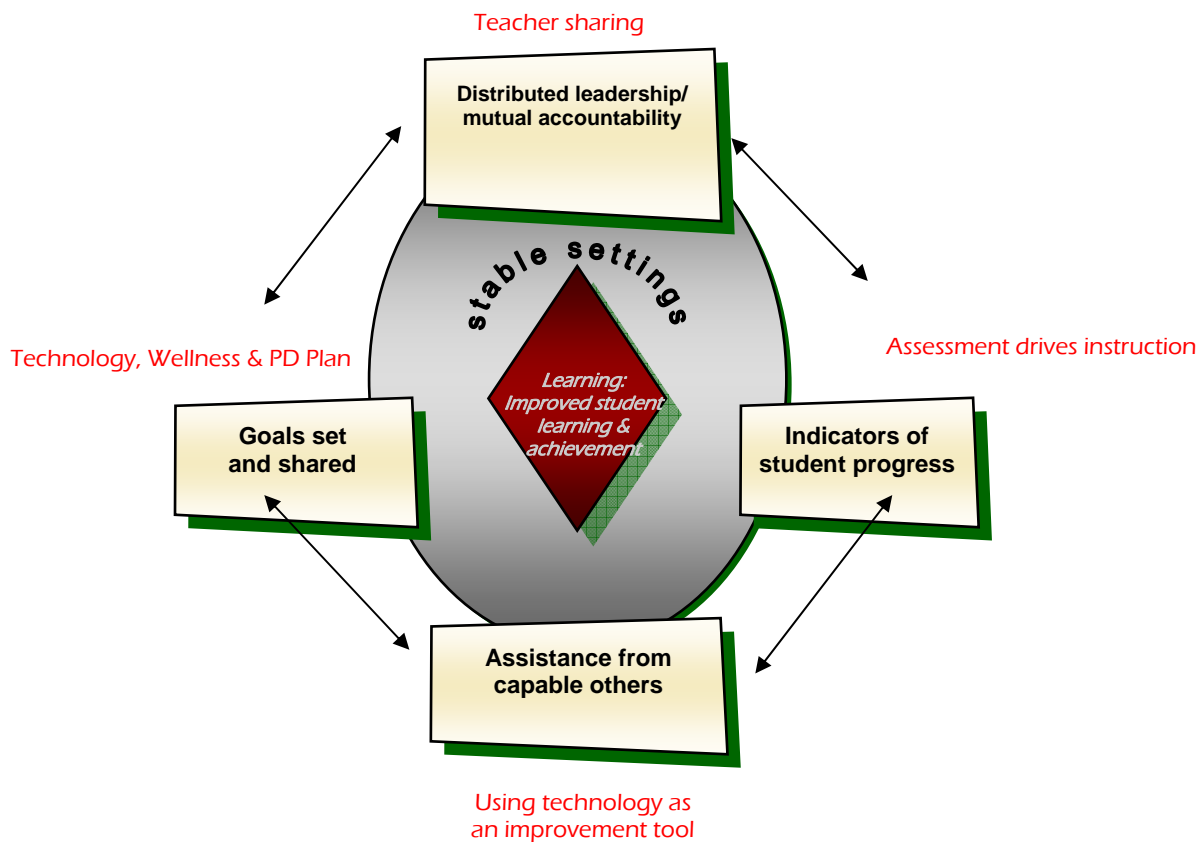


TOPSFIELD, BOXFORD, AND MIDDLETON PUBLIC SCHOOLS

Jan. 26th, 2007

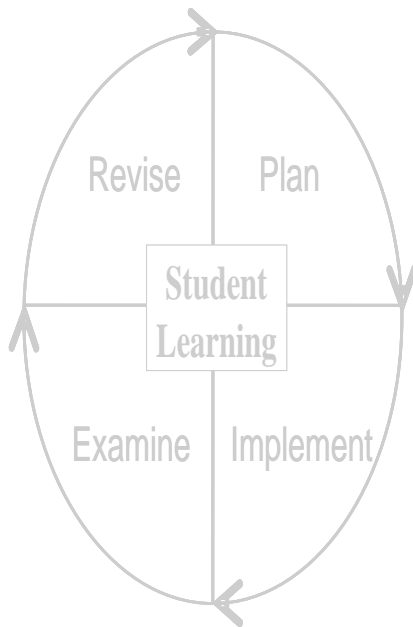
PROFESSIONAL DEVELOPMENT BROCHURE: *LEARNING AND TEACHING TOGETHER*



“Good to great organizations *think* differently about technology and technological change than mediocre ones.” Collins’ Good to Great. 2001.

**Building Implementation Capacity
A Framework for Success**

Responsibility for all



Much of this year's professional development day opportunities result from planning done by the Technology, Health and Wellness, or Professional Development Committee's work. The Technology plan is listed on each town's web page. Another key component of the day is to continue to support initiatives already started and provide an opportunity to share "best practice."

TABLE OF CONTENTS

Full Day Sessions

- | | |
|---|---|
| 1. Mentoring | 4 |
| 2. Working with English Language Learners | 4 |
| 3. Implementing a Standards-based Report Card | 4 |

Half Day Session 8:30-12:15

- | | |
|--|---|
| 4. Implementing Guided Reading (Primary) | 5 |
| 5. Implementing Guided Reading (Intermediate) | 5 |
| 6. Using Data To Inform Instruction in the Preschool | 5 |

Session A 8:30-10:15

- | | |
|--|---|
| 7. American s with Disabilities Act : What It Means to You | 6 |
| 8. Smartboard Training: The Basics (PC based) | 6 |
| 9. Kurzweil Training | 6 |
| 10. Smartboard Sharing “Elmo” | 6 |
| 11. Smartboard Sharing: Science & Social Studies (Gr. 5/6) | 6 |

Session B 10:45-12:15

- | | |
|---|---|
| 12. Americans with Disabilities Act : What It Means to You | 7 |
| 13. Smartboard Training: The Basics (MAC based) | 7 |
| 14. Smartboard Sharing (k/1) | 7 |
| 15. Autism Spectrum Disorders | 7 |
| 16. What is It? What You Need to Know: Respiratory Ailments | 7 |
| 17. Good Nutrition | 7 |
| 18. Using Effective Questioning Techniques in Science | 7 |

Session C 1:15-3:00

- | | |
|--|---|
| 19. Americans with Disabilities Act : What It Means to You | 8 |
| 20. Inclusion at the Primary Level (Cole School) | 8 |
| 21. Smartboard Training: PC based | 8 |
| 22. Smartboard Sharing (Grade 2/3) | 8 |
| 23. Smartboard Sharing (Grade 4) | 8 |
| 24. Smartboard Sharing: Writing Across the Curriculum | 8 |
| 25. Lyme Disease | 8 |
| 26. ADD/ ADHD | 8 |
| 27. What is It? -Downs, CP, Jx, Cancer Hemophilia, Pediculosis | 8 |



Full Day Sessions

1. Mentoring: Mentor Training Program: Supporting Beginning Teachers **Max. 40**



This full day workshop is designed for current mentors and professional status teachers who would like to be trained in mentoring. Topics center on the Needs of Beginning Teachers; Qualities of Effective Mentors; Collegiality/ Confidentiality; and the many roles a mentor plays in supporting new teachers in our district. "Mentors must receive training in the skills of effective mentoring and strategies for supporting new teachers to be successful in a standards-based classroom. (MA Department of Education, 2001)."

Place: Cole School Library

Facilitating Teachers: Sue Robinson, Deb Mahoney, Katie DeFrank, Michelle Costa and Sarah O'Leary

This is a full day session and is mandatory for anyone who is currently a mentor or wishes to be a mentor and has not received training. See your mentor coordinator with questions. This session is necessary for mentors to met the DOE requirements.

2. Working with English Language Learners **Max. 30**



This session is for teacher currently working with English Language Learners, as well as those teachers who want to learn about this topic. The training is required by the MA Department of Education.

Teachers will learn how to work with students who are learning a second language. Challenges are well as practical ideas for making accommodations to the curriculum will be shared. Opportunity for collegial discussions and unit design will be embedded within the day.

Place: Cole School Conference Room

Facilitating Teacher: Sarah Pettit

This is a full day session and is mandatory for anyone working with ELL students.

3. Implementing a Standards-based Report Card **Max. 30**

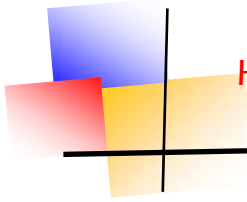


Amy Clemens Jenkins will share her best practice for implementing a standards-based report card, based on her 4th grade experience. The day will be three parts. The first part will be an quick overview of the principles behind a standards-based reporting system. The second part will address the nuts and bolts of implementing such a report card. The latter part will be roundtable discussions around hot topics, followed by a questions and answer period. **ANY TEACHER, INCLUDING SPECIAL EDUCATORS, MOVING TOWARDS OR IMPLEMENTING A NEW STANDARDS-BASED REPORT CARD IS STRONGLY ENCOURAGED TO ATTEND THIS CONCRETE SESSION.**

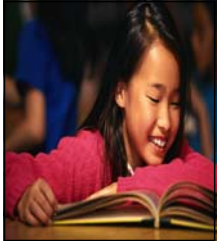
Place: Proctor School Library

Facilitating Teachers:: Amy Clemens Jenkins

This is a full day session



4. Implementing Guided Reading Primary (Gr. K-2)



This is a two part session. The first part, from 8:30-10:15, will provide an opportunity for teaching sharing across the Tritown at the primary level. Teachers are asked to bring exemplars of best practice or management tips to share. This is a continuation of the sharing started this summer. The second part, from 10:45-12:15 will provide grade level teachers from each school time to come together to discuss next steps.

Place: Proctor Cafeteria

Facilitating Teachers: Christine Elliott, Jen Swenson and Stacey Begin

5. Implementing Guided Reading Intermediate (Gr. 3-6)

This is a two part session. The first part, from 8:30-10:15, will provide an opportunity for teaching sharing across the Tritown at the primary level. Teachers are asked to bring exemplars of best practice or management tips to share. This is a continuation of the sharing started this summer. The second part, from 10:45-12:15 will provide grade level teachers from each school time to come together to discuss next steps.

Place: Proctor Music Room, Rm 124

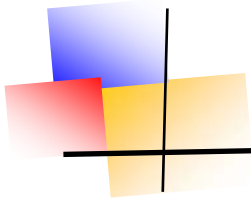
Facilitating Teachers: Beth Wills, Doreen Kelleher and Lesley Gibson

6. Using Data to Inform Instruction in the Preschool

This roundtable will provide an opportunity for preschool educators to share successful practice for implementing the new standards-based progress report, especially what kind of assessment tools are currently being used or what might need to be developed. Successes, challenges and next steps will be discussed. Teachers are asked to bring any assessments currently being used to share with colleagues.

Place: Cole School Preschool, Rm. 103

Facilitating Teachers: Katie Lyons, Deb Connery, and Ellen Best



7. Americans with Disabilities Act: What It Means to You

Max. 40

Attorney Nuttall will provide information about the American with Disabilities Act (ADA), Section 504 of the Rehabilitation Act of 1973, and IDEA-2004, the federal special education law.

Mr. Nuttall will focus on the *civil rights* aspects of these laws/ regulations and how that impacts our practices as educators. He will provide numerous educational examples of how these laws can be and have been interpreted by various branches of the judicial system. He will provide staff with information about how to avoid some of the common pitfalls of often well-intentioned comments, practices.

Specific Questions teachers want to be sure are addressed should be forwarded to Sharon Lyons by email no later than January 17th, (slyons@tritownschoolunion.com). Sharon can then compile any common areas/ questions and forward to Mr. Nuttall to ensure his training is as focused upon our needs as possible.

There will also be Q & A opportunities during the presentation

Place: Cole Cafeteria

Presenter: *Thomas J. Nuttall, Special Education Attorney for our school districts*

8. Smartboard Training: The Basics (PC)

Max 20

This training session is for staff new to Smartboard technology who want to learn the basics. Participants who use PC based technology are encouraged to sign up for this session.

Place: Cole School, Computer Lab

Facilitating Teachers: Valley Communications, Dani Lund

10. Smartboard Sharing: "Elmo"

Max 20

Teachers who currently use Smartboard technology in the classrooms will share their best practice, including a new technology called "Elmo" which enables the user to project actual student work onto the screen to use in conjunction

Place: Proctor Science Lab, 2nd floor Rm. 204

Facilitating Teachers: Mary Pelrine & Kiera Clemenzi

9. Kurzweil Training

Max. 20

This hands-on training session will review how to use the Kurzweil software to support curriculum accommodations. Participants are encouraged to bring curricula material that they want to adapt for students with disabilities.

Place: Proctor School, Computer Lab

Facilitating Teachers: Mike McLaughlin

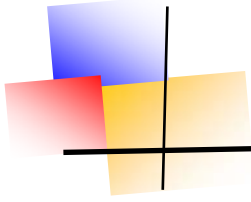
11. Smartboard Sharing: Science, Math & Social Studies (Gr. 5 & 6)

Max 20

Teachers who currently use Smartboard technology in the classrooms will share their best practice.

Place: Proctor, Room 302

Facilitating Teachers: Lyndsay Bunk, Joanne Green, Jen Abati, Steve Belgiorno



12. Americans with Disabilities Act: What It Means to You

Max. 40

See page 4 for full description

13. Smartboard Training: The Basics (MAC) Max 20

This training session is for staff new to Smartboard technology who want to learn the basics. Participants who use Macintosh based technology are encouraged to sign up for this session.

Place: Cole School, Computer Lab

Facilitating Teachers: Valley Communications, Dani Lund

15. Autism Spectrum Disorders Max 30

This workshop will explore the definitions, characteristics, incidence and suspected causes of autism spectrum disorders using a power point presentation and discussion. Through the use of a video, participants will "meet" Temple Grandin, a woman with autism who has gained national recognition for her work in the animal industry as well as her writing and lecturing about autism.

Place: Proctor, Guided Reading Library, Rm. 204

Facilitating Teachers: Mary Channel

17. Good Nutrition Max 30

In this session participants will learn the components of the most recently adopted food pyramid and their impact on good nutrition, not only for themselves but also for their students. Suggestions for how to use this information to make informed decisions for yourselves and with your students will be shared.

Place: Proctor School, Rm. 302

Facilitating Teachers: Dale Marshall and a RN/nutritionist (TBA)

14. Smartboard Sharing: k/1 Max 20

Teachers who currently use Smartboard technology in the classrooms will share their best practice.

Place: Cole School, Rm. 213

Facilitating Teachers: Candyce Wainwright & Heather Walker

16. Childhood Illnesses: What is It and What You Need to Know: Respiratory Ailments Max 30

This Power Point presentation & discussion focus on asthma and cystic fibrosis. Emphasis is on illness overview, current research, educational implications and medication use.

Place: Proctor School, Rm 101

Facilitating Teachers: Lynne Nechtem

18. Using Effective Questioning Techniques in Science Max 30

Using effective questioning techniques in science deepens scientific understanding, assesses scientific knowledge and stimulates inquiry. During this workshop we will investigate how to use assessment information to differentiate the types of questions that are being asked, how to promote inquiry by asking higher level questions through the use of Blooms Taxonomy and how questioning helps children to make connections and to synthesize information to develop deeper understanding.

Place: Proctor Science Lab, Rm. 204

Facilitating Teachers: Sarah O'Leary & Dina Hawkes

19. Americans with Disabilities Act: What It Means to You
See page 4 for full description

Max. 40

20. Inclusion at the Primary Level: Cole School Educators

This roundtable will provide an opportunity for educators from Cole School to discuss inclusion at the primary level; how to set it up; factors needing consideration,; class size/ ratio; implementation of the IEP; coteach strategies and other topics of interests.

Place: Cole School, Rm 113

Facilitating Teachers: Sarah Steele & Julie Jayne

21. Smartboard Training: The Basics (PC) Max 20

This training session is for staff new to Smartboard technology who want to learn the basics. Participants who use PC based technology are encouraged to sign up for this session.

Place: Cole School, Computer Lab

Facilitators: Valley Communications, Dani Lund

23. Smartboard Sharing (Gr. 4) Max 20

Teachers who currently use Smartboard technology in the classrooms will share their best practice.

Place: Proctor School, Computer Lab

Facilitating Teachers: Kevin Husson

25. Lyme Disease Max 30

Presented by Brigham and Women's Hospital Lyme Disease Presentation Team, this segment will discuss their CDC funded research project. It includes an overview of the illness, prevalence on the North Shore, treatment and prevention strategies.

Place: Proctor School, Music Rm. 124

Facilitating Teachers: Brigham Women's Nancy Maher, MPH

27. What is It? -Downs, CP, Jx, Cancer Hemophilia, Pediculosis Max 30

This Power Point presentation touches on a myriad of illnesses/ disabilities that teachers may experience in their classrooms. Diabetes, cancer, cerebral palsy, seizures, Down's Syndrome cardiac disease and Juvenile Arthritis are briefly defined. Each illness is followed by a short list of "what educators need to know" to help accommodate the specific student throughout the day.

Place: Proctor School, Rm 101

Facilitating Teachers: Lynne Nechtem

22. Smartboard Sharing (Gr. 2 and 3) Max 20

Teachers who currently use Smartboard technology in the classrooms will share their best practice.

Place: Cole School, Rm. 213

Facilitating Teachers: Alison Barton & Candyce Wainwright

24. Smartboard Sharing: Writing Across the Curriculum , Grades 3-6 Max 30

Strategies for supporting writing across the curriculum which utilize Smartboard technology will be shared. Components include strategies for using graphic organizers with open response prompts will be addressed.

Place: Proctor Science Lab, Rm. 202

Facilitating Teachers: Walter Huston & Debbie Hale

26. ADD/ ADHD Max 30

A Power Point presentation & discussion will help the educator understand the student with ADD?ADHD in the classroom. And the modifications and accommodations necessary for learning. Discussion of the controversy over medication and current medications used will occur.

Place: Proctor School, Guided Reading Library, Rm. 204

Facilitating Teachers: Mary Channel