



We exist for the academic excellence of all students.

## Curriculum Institute Schedule

Aug. 22, Sept. 23, and Dec. 9, 2011

### District Curriculum and Programs

Elementary curriculum and program sessions for the 2011-12 school year are scheduled for August 22 and September 23; Secondary sessions are scheduled for August 22 and December 9, 2011. On each date, a half day of required activities related to your curriculum/program area has been scheduled. This format meets MSIP Standards and addresses Learning Forward (Formerly known as the National Staff Development Council) Standards.

**You do not need to register for the district activities. Please note the times and locations of the events for your curriculum area or program, and report to these locations at the specified time on August 22 and September 23 or December 9.**

These sessions are planned and facilitated by curriculum and program leaders with the support of the Staff Development Office which compiles program information and distributes the schedule. If this document does not provide information concerning your program or curriculum area and does not indicate that your program director or facilitator will be contacting you, please contact the Staff Development Office. We will work with your program director to provide the information.

Due to budget constraints, only coffee and water are provided. Please bring your own snacks as needed. Thank you for your understanding.

### Schedule for Curriculum/Program Sessions August 22, September 23, and December 9

Elementary	Secondary
8/22: 8:30 AM - 11:30 AM Site Professional Learning/Work	8/22: 8:30 AM - 11:30 AM District Curriculum Sessions
8/22: 1:00 PM - 4:00 PM District Curriculum Sessions	8/22: 1:00 PM - 4:00 PM Site Professional Learning/Work
9/23: 8:30 AM - 11:30 AM District Curriculum Sessions	9/23: All Day Site Professional Learning/Work
9/23: 1:00 PM - 4:00 PM Site Professional Learning/Work	12/9: 8:30 AM - 11:30 AM District Curriculum Sessions
12/9: All Day Site Professional Learning/Work	12/9: 1:00 PM - 4:00 PM Site Professional Learning/Work

Effective Staff Development:

- Is on-going
- Includes follow up
- Provides an opportunity for practice and feedback
- Is job-embedded
- Focuses on student performance

#### 2011-12 Professional Learning/Work Time: A Response to Teacher Input

Various teacher input sources, including the Needs Assessment survey and Team OASIS members, identified "time" as a priority need for teachers. So, again this year the calendar provides paid contract time for professional learning and work. Also, sites will again have flexibility in scheduling how they will complete the contract hours for professional learning and work.

Your principal will share related details by the beginning of the 2011-12 school year.

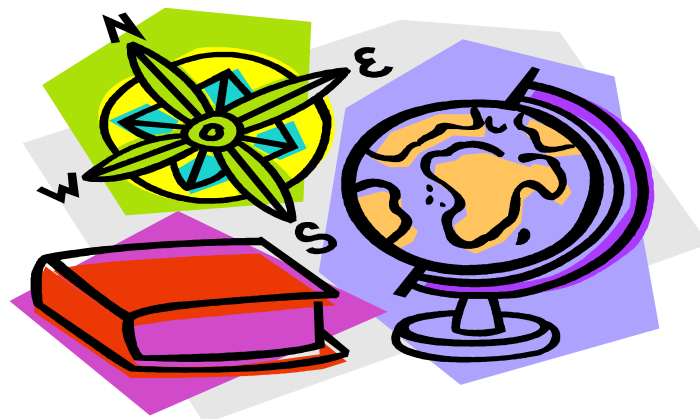


## Secondary Curriculum Institute Schedule

Curriculum or Program	Session I - 8:30 - 11:30 AM August 22, 2011	Session II - 8:30 - 11:30 AM December 9, 2011
6-8 Band Directors	Strategies for Middle School Band Directors Central HS, Room 101	Strategies for Middle School Band Directors Pershing MS, Room 126
6-8 Gifted Education Teachers	Secondary Curriculum for Gifted Education Phelps Center, Library	Secondary Curriculum for Gifted Education Phelps Center, Library
6-8 Title I Literacy Coaches & Reading Interventionists	The New "ERA" Evaluate, Reflect & Adjust The Library Center	The New "ERA" Evaluate, Reflect & Adjust Doling Title I Center
6-8 Title I Math	The New "ERA" Evaluate, Reflect & Adjust The Library Center, Auditorium <i>Bring Note-Taking Materials</i>	The New "ERA" Evaluate, Reflect & Adjust The Library Station <i>Bring Note-Taking Materials</i>
6-12 Alternative Program Instructors	<i>Alternative Program Instructors should attend Curriculum Area workshops</i>	<i>Alternative Program Instructors should attend Curriculum Area workshops</i>
6-12 Communication Arts Teachers (including Auxiliaries)	Designed To Achieve In Communication Arts Central HS, Auditorium	Designed To Achieve In Communication Arts Central HS, Auditorium
6-12 Counselors	Guidance Curriculum Updates <i>Details will be provided by Counseling Coordinator</i>	Guidance Curriculum Updates <i>Details will be provided by Counseling Coordinator</i>
6-12 ESOL Teachers	Aligning Core Curriculum for ESOL Students TBA	Aligning Core Curriculum for ESOL Students TBA
6-12 Librarians	Technology & Information Literacy in Libraries Kickapoo HS, Library	Technology & Information Literacy in Libraries Kickapoo HS, Library
6-12 Mathematics Teachers	Secondary Math Professional Development Tefft	Secondary Math Professional Development Tefft
6-12 Orchestra Teachers	Strings Recruitment and Retention Central HS - Room 28	Strings Recruitment and Retention Central HS - Room 28
6-12 PE, Health and Drivers Ed. Teachers	Curriculum Update Kickapoo HS, Large & Small Gym	Curriculum Update Kickapoo HS, Large & Small Gym
6-12 Science Teachers	Secondary Science Kickapoo HS	Secondary Science Kickapoo HS
6-12 Social Studies Teachers	Content & Literacy-Writing In Social Studies Reed MS	Content & Literacy-Writing In Social Studies Reed MS
6-12 Certified Special Educators, School Psychologists & Motor Staff	Special Education Institute University Plaza	Special Education Institute South Haven Church 2353 S Campbell Ave
6-12 Technology Ed. & Project Lead the Way Teachers	Technology Education & PLTW Engineering Glendale HS, Room 249	Technology Education & PLTW Engineering Glendale HS, Room 249
6-12 Visual Arts Teachers	Artology 101 Central HS, Rooms 201 & 202	Artology 101 Central HS, Rooms 201 & 202
6-12 Vocal Music Teachers	SMART Board Applications for Music Central HS - Room 102	SMART Board Applications for Music Central HS - Room 102
6-12 World Language Teachers	21st Century Skills in the WL Classroom Kickapoo HS, Room 202	21st Century Skills in the WL Classroom Kickapoo HS, Room 202
7-12 FCS Teachers	Connecting The Three C's Kickapoo HS, Room 104	Connecting The Three C's Kickapoo HS, Room 104
8-12 Business Ed & Marketing Teachers	Business & Marketing in the 21st Century Kickapoo HS, Room 233 & 234	Business & Marketing in the 21st Century Kickapoo HS, Room 233 & 234
9-12 A+ Program Coordinators	Program Compliance for Continuing A+ Status Glendale HS, Room 104	Program Compliance for Continuing A+ Status Glendale HS, Room 104
9-12 Band Directors	Evaluating Your Program and Its Effectiveness Central HS - Room 100	Evaluating Your Program and Its Effectiveness Central HS - Room 100
9-12 Coordinators of Site Interventions (CSIs)	Streamlining Processes & Coordinating Efforts <i>Meet with Site Leader to prepare Site P2G plan</i>	Streamlining Processes & Coordinating Efforts <i>Meet with Site Leader to prepare Site P2G plan</i>
9-12 Credit Recovery Teachers	Credit Recovery -- Critical Updates & Plato Kickapoo HS	Credit Recovery -- Critical Updates & Plato Kickapoo HS
9-12 IB and Pre-IB Teachers	<i>IB and Pre-IB Instructors should attend Curriculum Area workshops</i>	<i>IB and Pre-IB Instructors should attend Curriculum Area workshops</i>

# Elementary Curriculum Institute Schedule

Curriculum or Program	Session I - 1:00 - 4:00 PM August 22, 2011	Session II - 8:30 - 11:30 AM September 23, 2011
Title 1 Wonder Years Teachers	Technology Integration Shady Dell E.C.C.	Technology Integration Shady Dell E.C.C.
Elem & ECSE Special Educators, SLP's, Assessment Team, Motor Staff & School Psychologists	Special Education Institute University Plaza	Special Education Institute South Haven Church 2353 S. Campbell
K-5 Classroom Teachers & Elementary Librarians	Supporting Learners in a Digital Age Kickapoo HS	Supporting Learners in a Digital Age Kickapoo HS
K-5 Counselors	Guidance Curriculum Updates TBA	Guidance Curriculum Updates TBA
K-5 ESOL Teachers	Aligning Core Curriculum for ESOL Students TBA	Aligning Core Curriculum for ESOL Students TBA
K-5 Gifted Education Teachers	Elementary Curriculum for Gifted Education Phelps Center, Library	Elementary Curriculum for Gifted Education Phelps Center, Library
K-5 PE Teachers	Curriculum Update Tefft, Room 104	Curriculum Update Kickapoo, Small Gym
K-5 Title 1 Literacy Specialists and Coaches	The New "ERA" Evaluate, Reflect & Adjust Library Center, Auditorium & Rooms A & B	The New "ERA" Evaluate, Reflect & Adjust Doling, All Purpose Room & Rooms 201 & 202
K-5 Title I Math Specialists & Coaches	The New "ERA" Evaluate, Reflect & Adjust The Library Center, Auditorium <i>Bring Note-Taking Materials</i>	The New "ERA" Evaluate, Reflect & Adjust The Library Station <i>Bring Note-Taking Materials</i>
K-5 Visual Arts Teachers	Artology 101 Tefft, Room 102	Artology 101 TBA
K-5 Vocal Music Teachers	Strategies for Teaching the Elements of Music Tefft, Auditorium	Strategies for Teaching the Elements of Music Tefft, Auditorium



## Staff Development News

WE EXIST FOR THE ACADEMIC EXCELLENCE OF ALL STUDENTS.

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*We're on the web!*  
[springfieldpublicschools.mo.org/staffdev/](http://springfieldpublicschools.mo.org/staffdev/)

## Curriculum Institute: An example of Collaborative Efforts among Departments

Each school year, Curriculum, Instruction, and Assessment, Educational Technology, Informational Technology, and Staff Development departments along with teacher leaders work hand-in-hand to plan and deliver exceptional learning opportunities for teachers during Curriculum Institute.

The Curriculum Facilitators work together to plan learning (August) and follow up (September & December) for teachers to ensure fidelity and best practices for implementation of the district's adopted curriculum. The Curriculum Facilitators solicit support for this work from teacher leaders, and Staff Development Specialists.

With the increasing use of technology in classrooms, the Informational Technology department also supports the Curriculum Institute days by ensuring that computer labs and internet are operating effectively.

Finally, Curriculum Institute could not occur without the selfless support of the custodial staffs at each of the school sites utilized for the institute. In addition to their other duties, the custodial staffs work diligently with our staffs to prepare the buildings for 1700 teachers to learn.

Collaboration serves our school system well as we work together to meet the Board of Education's goals for Springfield Public Schools.

## Staff Development Guidelines and Forms

Staff Development Guidelines and Forms can be accessed on the Staff Development website. These guidelines and forms are referenced in Board Policy GCL and identify activity categories approved for staff development credit. When requesting credit, you can print only the form you need by opening the document and selecting only the page or pages you need to print. This can be done by going to the page and when the print box appears, select "print current page", or you can specify in the print box which page numbers you would like to print.



To receive credit, please note the documentation requirements and forward the required information with your forms to the Staff Development Office. MSIP Standard 6.7 requires an evaluation and effective staff development programs should include an evaluation of the impact of staff development on student performance. Because of these requirements, the documentation requested with your forms generally asks you to reference the CSIP and/or site goal supported and to indicate how your experience will be applied and evaluated in your role as an educator.

## Additional Staff Development Opportunities

A variety of staff development activities are offered on an on-going basis. To learn about current offerings, visit the Employee Self-Service Online Registration link on the Staff Development website. When you register online, you will receive confirmation via email regarding your online registration. Please read your email carefully; this will let you know if you are enrolled or on the waiting list. You can also cancel yourself from a class if you are going to be unable to attend. Training opportunities are updated periodically, so visit often!