

**Acton and Acton-Boxborough School Districts
Professional Development Day Overview: November 3, 2009**

Dates	English Language Learners: Category 1 Training Audience: Elementary Parker Damon Building Cafetorium Presenter: Fatima Soares	English Language Learners: Category 1 Training Audience: Elementary Parker Damon Building Multi-Purpose Room Presenter: Vula Roumis	English Language Learners: Category 1 Training Audience: JH Staff JH School Library Presenter: Dr. Eileen Kelley	English Language Learners: Category 2 Training Audience: K-8 Staff Parker Damon Building Faculty Room Presenter: Maria Athanassiou
Nov 3	7:30-Refreshments 8am-noon training noon-1 lunch 1-3pm training	7:30-Refreshments 8am-noon training noon-1 lunch 1-3pm training	8am-noon training noon-1 lunch 1-3pm training	7:30-Refreshments 8am-noon training noon-1 lunch 1-3pm training
	<p>Category 1: Introduction to the Principles of Second Language Acquisition This Massachusetts DESE-approved category training provides participants with an introduction to the principles of second language acquisition at different age levels, with a focus on linguistics, cultural differences, language variation, and developmental factors. It is intended for content teachers of English language learners.</p> <p>This professional development workshop will provide educators with key skills and knowledge for helping English language learners succeed in school.</p> <p>Topics to be covered include: factors affecting second language acquisition, the interrelationship of language and culture, analyzing one's classroom as a site for second language acquisition, and the implications of cultural differences for classroom organization and instruction.</p> <p>Because Category I training requires a total of 12 instructional hours, all participants will be required to complete reading assignments prior to the meeting. In addition, Category I requirements will be completed by participating in a two-hour follow-up training.</p> <p>Participants: <i>*See attendance sheet for attendees.</i> (Acheson to Mellieo)</p>	<p>Category 1: Introduction to the Principles of Second Language Acquisition This Massachusetts DESE-approved category training provides participants with an introduction to the principles of second language acquisition at different age levels, with a focus on linguistics, cultural differences, language variation, and developmental factors. 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It includes strategies for teaching sheltered subject matter and assessing student learning.</p> <p>This professional development workshop will provide educators with key skills and knowledge for helping English language learners succeed in school.</p> <p>Topics to be covered include: The goal for Sheltering Content Instruction (Category II) will be for staff to learn how to adapt instruction and materials to help English language learners understand academic content, develop academic and social language through sheltered instruction, and participate effectively in classroom activities.</p> <p>This course will help elementary and middle school teachers with deeper understanding regarding the needs of ELL students and their families. Educators will develop strategies for adapting instruction and material for students to better understand academic content, develop academic and social language, and participate in classroom activities.</p> <p>Participants: <i>*See attendance sheet for attendees.</i> <i>*The requirements will be discussed during the training.</i></p>
Dec 7	3-5pm or 4-6pm	3-5pm or 4-6pm		* An additional 18 hours will be determined by trainer on Nov. 3 with possibilities of after school beginning at 3 or on Saturdays
Jan 11			2:30-5:30pm	

Dates	Mental Health Issues in Children and Adolescents Audience: Nurses Holiday Inn Marlboro Program Faculty: Dr. Nadja Reilly Dr. Tony Guilliano Mary Ann Gapinski Laura Rogers School Nurse Panel	Inclusion of Students with Autism Spectrum Disorders (ASD) within the integrated early childhood learning environment Audience: ABA Trainers Administration Building Facilitator: Shelagh Conway	School Phobia Audience: Elementary Counselors and School Psychologists Merriam Conference Room Presenter: Karen Bristol, Spectrum Psychological Services	Technology as Enhancements as Administrative Tools Audience: APS/AB Administrative Assistants and Central Office PC Labs at the JH Facilitators for the Employee Self Service-Attendance Session: Deborah Nordstrom and Marie Altieri Facilitators for the Munis Session: Tess Summers and Denise Kelly Facilitator for the PowerSchool/Excel/Word Session: Margaret Murray Facilitator for the FirstClass Session: Steve Hall
Nov 3	8:00am-3:00pm Goals being Addressed: * Understand the mental health issues impacting students education * How student depression may present in school settings * How school nurses and clinicians can impact students with possible as well as identified mental health issues Schedule/Agenda: 8-8:30am Registration 8:30-9:45am <i>Substance Use: Students with Mental Health Disorders; Self-medicating</i> 9:45-10am Break 10-11:45am <i>Depression: What does it look like?</i> 11:45-12:30pm Lunch 12:30-1:15pm <i>Collaboration and Coordination of Mental Health Services</i> 1:15-3pm <i>School Nurse Panel</i> Participants: Joanne Chadwick Jenny Gormley Betty Johns Erin Livie Cathy Loebs Heather Makris Betty Mazzone Diane Spring Stacey Waite	8:45am-3:15pm Goals being Addressed/Outcomes: * All staff will gain insight into the goals of including students on the ASD in the inclusive learning environment (i.e. fostering social pragmatic language, reinforcing/generalizing pre-academic, motor, language, self care skills and social skills) * ABA staff will gain understanding on how typical children learn through their play and how to foster skill generalization and mastery. * Integrated Preschool staff will gain greater understanding of the need for structured/planned instruction for students with ASD along with clearly stated expectations and the importance of positive reinforcement * Together the staff will plan activities for the next two curriculum units with the students with ASD in mind.	8:30am – 3:30pm Goals being Addressed: * Understanding factors that can contribute to school phobia and school refusal * Techniques that work for improving school attendance/participation, e.g. social coaching * Working with parents to improve school attendance, to access outside resources, and to join with school staff in student behavior plan. Schedule/Agenda: 8:30-11:45am <i>School Phobia</i> 11:45-12:30pm Lunch 12:30-1:15pm <i>Discussion of available resources including books, programs, and outside professionals</i> 1:15-4:30pm <i>Counselor/Psychologist Reflection on articles presented by speaker</i> Participants: Hilary Bonnell Jennifer Burke Ginny Conway Debbie Dawson Nancy Ferraro Carolyn Imperato Tina Morgan	8:30am-3:30pm Summary of the sessions and the goals being addressed: Employee Self Service/Attendance: * See the capabilities of the MUNIS Employee Self-Service (ESS) software Look up your accruals, pay stubs, W-2s * Staff will learn how to print reports, and how to use ESS software Munis: Lab B * Learn how to print reports for your school by admin responsibility, object summary, programs, etc. * Staff will learn how to use ESS software PowerSchool: Lab A * Tips and Tricks - Searches, cumulative searches and list capability * Exporting data and field lists Reports - Various report types, generating custom reports with the roster capability Excel: * Tips & Tricks – Quick formula shortcut, useful formulas, filter and transpose * Working with data - combining, separating and comparing columns Word: * Search and replace special characters * Generating/modifying tables FirstClass: Lab A * Tips and Tricks for using First Class * Taking advantage of time saving features Morning Schedule/Agenda: 8:30-9:30 Munis Employment Self-Service / Attendance - (APS and AB) 9:30-11:30 Munis – (AB) PowerSchool/Word/Excel – (APS) 11:30-12:30 Lunch Afternoon Schedule/Agenda: 12:30-2:30 Munis – (APS) PowerSchool/Word/Excel - (AB) 2:30-3:30 First Class - (APS and AB)
		Participants: <i>*See attendance sheets for attendees.</i>		Participants: <i>*See attendance sheets for attendees.</i>

Dates	<p style="text-align: center;">NEASC Self-Study</p> <p style="text-align: center;">Audience: HS Staff</p> <p style="text-align: center;">ABRHS – Commons</p> <p style="text-align: center;">Facilitators: Susan Root Kim Landry</p>	<p style="text-align: center;">Behavior Management/Inclusion</p> <p style="text-align: center;">Audience: K-6 Special Education Assistants</p> <p style="text-align: center;">Beth Elohim Synagogue</p> <p style="text-align: center;">Facilitator: Jennifer Rutland, RCS <i>*Chris Borgman will collect paperwork attendance and evaluations</i></p>	<p style="text-align: center;">Motor Staff Training</p> <p style="text-align: center;">focus on Administration, Review, and Scoring of standardized test - Movement Assessment Battery for Children</p> <p style="text-align: center;">Audience: OT/PT staff</p> <p style="text-align: center;">Parker Damon Building Therapy Room</p> <p style="text-align: center;">Facilitator: Anne Dempsey</p>
<p>Nov 3</p>	<p>Summary of the session and the goals being addressed: During the Professional Development Day, the high school staff will be focused on completing the self-study for the high school's upcoming evaluation by our accrediting association, the New England Association of Schools and Colleges.</p> <p>Each of the eight committees tasked with completing the self-study will be provided with time to work on their particular report. The committees are:</p> <ul style="list-style-type: none"> • School and Community Profile • Curriculum • Instruction • Assessment • Mission • Leadership • School Resources • Community Resources <p>Current practice in the areas of curriculum, instruction, assessment, ELL, special education, facilities, etc. will be discussed in light of NEASC's standards.</p> <p>Schedule/Agenda: 7:30-10:00 Committee Work 10:00-10:15 Break 10:15-11:30 Committee Work 11:30-12:15 Lunch 12:15-1:15 Sharing Session – whole faculty together 1:15-2:15 Committees – wrap-up, next steps, debrief</p> <p>What are the expected outcomes for this part of the day? Draft committee reports</p> <p>What product will be submitted and shared? The committee reports, once completed, will be submitted and will also be made public.</p>	<p>Summary of the session and the goals being addressed: The Behavior Management session will focus on teaching techniques on how to manage student's behaviors in a variety of environments. Goals will be to learn about a variety of tools available to help improve students' behavior.</p> <p>The Inclusion session will provide participants a better understanding of the philosophy of inclusion and how to make inclusion successful. The goal will be for the participants to discuss how to assist students within the classroom effectively.</p> <p>Schedule/Agenda: 8:30-10:30AM Behavior Management 10:30-10:45AM Break 10:45-12:00PM Inclusion 12:00-1PM Lunch 1:00-2:30PM Inclusion (continued)</p> <p>What are the expected outcomes for each part of the day? Behavior Management tools such as check sheets etc. Classroom accommodations used to support in class services.</p> <p>What product will be submitted and shared? Those who attend the behavior management workshop will submit 1-2 behavior management tools.</p> <p>Those that attend the inclusion workshop will submit a list of suggested methods/accommodations they can use to support students who are included within the classroom.</p>	<p>Summary: This testing tool can be used to identify children who are significantly behind their peers in motor development, assist in planning an intervention program in a school, measure change as a result of intervention, or serve as a measurement instrument in research involving motor development.</p> <p>Agenda/Time: 8:45-3:15 Staff will review the new standardized testing tool and learn administration procedures in the day long training workshop focused learning a new testing tool to be used with a broader spectrum of students; Ages/Grades: Test: 3:0-16:11 years; Checklist: 5:0-12:0 years.</p> <p>Outcomes: * All staff will gain insight with the Movement ABC-2 to identify delay or impairment in motor development, plan intervention, measure change with extended age range: 3-12 years, preschool through elementary uses the Movement ABC-2. * Motor staff will have a testing tool available for use that can be used preschool aged children through elementary age children to measure change and progression of skills. * All motor staff will be gain the ability to obtain scores for each individual domain, i.e. Manual Dexterity, Aiming and Catching, and Balance, as well as a Total Test Score. * All motor staff will have another test available to use when a student has gone for independent evaluations and we are not able to replicate the same testing.</p>
	<p>Participants: <i>*See attendance sheet for attendees.</i></p>	<p>Participants: <i>*See attendance sheet for attendees.</i></p>	<p>Participants: Anne Dempsey, PT Tamara Kucharski, M.S., OTR/L Kathleen Harrington, B.S., OTR/L</p>