

## Application Training &amp; Support

**CHANCERY SMS SECONDARY TEACHER ATTENDANCE**

**Expected Outcome:** Secondary teachers will learn how to take attendance for classes and submit it.

**Audience:** Secondary Teachers Only

**Staff Development Credit:** 2.0 Hours Optional PD Credit

Start and End Dates	Start and End Times	Location	Class Code
16-JUN-2009 - 16-JUN-2009	08:00 - 10:00	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021009
16-JUN-2009 - 16-JUN-2009	10:30 - 12:30	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021010
16-JUN-2009 - 16-JUN-2009	14:00 - 16:00	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021011
17-JUN-2009 - 17-JUN-2009	08:00 - 10:00	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021012
17-JUN-2009 - 17-JUN-2009	10:30 - 12:30	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021013
17-JUN-2009 - 17-JUN-2009	14:00 - 16:00	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021014
18-JUN-2009 - 18-JUN-2009	08:00 - 10:00	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021015
18-JUN-2009 - 18-JUN-2009	10:30 - 12:30	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021016
18-JUN-2009 - 18-JUN-2009	14:00 - 16:00	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021017
23-JUN-2009 - 23-JUN-2009	08:00 - 10:00	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021018
23-JUN-2009 - 23-JUN-2009	10:30 - 12:30	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021019
23-JUN-2009 - 23-JUN-2009	14:00 - 16:00	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021020
24-JUN-2009 - 24-JUN-2009	08:00 - 10:00	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021021
24-JUN-2009 - 24-JUN-2009	10:30 - 12:30	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021022
24-JUN-2009 - 24-JUN-2009	14:00 - 16:00	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021023
25-JUN-2009 - 25-JUN-2009	08:00 - 10:00	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021024
25-JUN-2009 - 25-JUN-2009	10:30 - 12:30	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021025
25-JUN-2009 - 25-JUN-2009	14:00 - 16:00	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021026
28-JUL-2009 - 28-JUL-2009	08:00 - 10:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10021027
28-JUL-2009 - 28-JUL-2009	10:30 - 12:30	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10021028
28-JUL-2009 - 28-JUL-2009	14:00 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10021029
29-JUL-2009 - 29-JUL-2009	08:00 - 10:00	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021030

## Application Training &amp; Support

**CHANCERY SMS SECONDARY TEACHER ATTENDANCE**

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**Audience:** Secondary Teachers Only

**Staff Development Credit:** 2.0 Hours Optional PD Credit

Start and End Dates	Start and End Times	Location	Class Code
29-JUL-2009 - 29-JUL-2009	10:30 - 12:30	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021031
29-JUL-2009 - 29-JUL-2009	14:00 - 16:00	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021032
30-JUL-2009 - 30-JUL-2009	08:00 - 10:00	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021033
30-JUL-2009 - 30-JUL-2009	10:30 - 12:30	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021034
30-JUL-2009 - 30-JUL-2009	14:00 - 16:00	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021035
04-AUG-2009 - 04-AUG-2009	08:00 - 10:00	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021036
04-AUG-2009 - 04-AUG-2009	10:30 - 12:30	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021037
04-AUG-2009 - 04-AUG-2009	14:00 - 16:00	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021038
05-AUG-2009 - 05-AUG-2009	08:00 - 10:00	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021039
05-AUG-2009 - 05-AUG-2009	10:30 - 12:30	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021040
05-AUG-2009 - 05-AUG-2009	14:00 - 16:00	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021041
06-AUG-2009 - 06-AUG-2009	08:00 - 10:00	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021042
06-AUG-2009 - 06-AUG-2009	10:30 - 12:30	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021043
06-AUG-2009 - 06-AUG-2009	14:00 - 16:00	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021044

**CHANCERY SMS SECONDARY WALK IN SCHEDULING**

**Expected Outcome:** Secondary counselors will learn how to enter course requests, maintain individual student schedules at secondary schools throughout the school year, add and drop classes, use the Change Effective Date feature, and view Students Change History page. Prerequisite: Chancery SMS Overview and Navigation

**Audience:** Secondary Counselors Only

**Staff Development Credit:** 7.0 Hours Optional PD Credit

Start and End Dates	Start and End Times	Location	Class Code
17-JUN-2009 - 17-JUN-2009	08:30 - 16:30	ADMINISTRATION BUILDING, ROOM 204	10021045
24-JUN-2009 - 24-JUN-2009	08:30 - 16:30	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10021046
29-JUL-2009 - 29-JUL-2009	08:30 - 16:30	ADMINISTRATION BUILDING, ROOM 204	10021047
05-AUG-2009 - 05-AUG-2009	08:30 - 16:30	ADMINISTRATION BUILDING, ROOM 204	10021048

## Application Training &amp; Support

**GRADESPEED.NET-TEACHER TRAINING**

**Expected Outcome:** Teachers will be able to learn more about inputting grades into GradesSpeed.net.

**Audience:** Teachers

**Staff Development Credit:** 2.0 Hours Optional PD Credit

<b>Start and End Dates</b>	<b>Start and End Times</b>	<b>Location</b>	<b>Class Code</b>
15-JUN-2009 - 15-JUN-2009	09:00 - 11:00	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021001
15-JUN-2009 - 15-JUN-2009	13:00 - 15:00	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021002
22-JUN-2009 - 22-JUN-2009	09:00 - 11:00	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021003
22-JUN-2009 - 22-JUN-2009	13:00 - 15:00	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021004
28-JUL-2009 - 28-JUL-2009	09:00 - 11:00	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021005
28-JUL-2009 - 28-JUL-2009	13:00 - 15:00	SERVICE CENTER 2, 3701 S. LAMAR, 75215	10021006
04-AUG-2009 - 04-AUG-2009	09:00 - 11:00	ADMINISTRATION BUILDING, ROOM 204	10021007
04-AUG-2009 - 04-AUG-2009	13:00 - 15:00	ADMINISTRATION BUILDING, ROOM 204	10021008

## Career Assessment and Cluster Exploration

**CACE- FUNCTIONAL VOCATIONAL ASSESSMENT AND TRANSITION FOCUSED  
PLANNING 2009**

**Expected Outcome:** Participants will gain the following: (1) knowledge of observing and measuring standards of work performance and work habits; (2) Methods of observing and recording behaviors; (3) Knowledge of community survival skills measuring tools; and (4) Knowledge of transition-focused education concepts.

**Audience:** 09/09 For Job Coaches and Vocational Adjustments Teachers Only; 09/16, 01/20 and 04/28 All Spec. Ed Teachers, Case Managers, Counselors/Diagnosticians, VATS, Job Coaches and Administrators.

**Staff Development Credit:** 7.0 Hours Optional PD Credit

<b>Start and End Dates</b>	<b>Start and End Times</b>	<b>Location</b>	<b>Class Code</b>
09-SEP-2009 - 09-SEP-2009	08:00 - 16:00	MULTIPLE CAREERS MAGNET CENTER AUDITORIUM	10053001
16-SEP-2009 - 16-SEP-2009	08:00 - 16:00	MULTIPLE CAREERS MAGNET CENTER AUDITORIUM	10053002
20-JAN-2010 - 20-JAN-2010	08:00 - 16:00	MULTIPLE CAREERS MAGNET CENTER AUDITORIUM	10053003
28-APR-2009 - 28-APR-2009	08:00 - 16:00	MULTIPLE CAREERS MAGNET CENTER AUDITORIUM	10053004

## Career Education and Workforce Partnerships

**CAREER CRUISING ADMINISTRATIVE TRAINING, PART II (OPTIONAL PD CREDIT)**

**Expected Outcome:** Designated participants will develop a comprehensive post-secondary plan, creating, formatting and updating resumes, uploading documents to the portfolio, printing and inviting others to view your portfolio, running reports and sending messages to students and retrieving student portfolio information. Note: This course does not satisfy compensatory time/mandatory content credit.

**Audience:** This is only for teachers and counselors who have had Part I Career Cruising Training. Optional PD Credit for Counselors approval by Sylvia Lopez

**Staff Development Credit:** 3.5 Hours Optional PD Credit

Start and End Dates	Start and End Times	Location	Class Code
04-AUG-2009 - 04-AUG-2009	08:00 - 11:30	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10023002
04-AUG-2009 - 04-AUG-2009	12:30 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10023003
05-AUG-2009 - 05-AUG-2009	08:00 - 11:30	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10023004
05-AUG-2009 - 05-AUG-2009	12:30 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10023005

**CAREER CRUISING, ONLINE CAREER PLANNING SYSTEM, PART I (OPTIONAL PD CREDIT)**

**Expected Outcome:** Teachers/Counselors/Media Specialists will learn how to administer an interest/skills career assessment and obtain accurate career and educational information. In addition, they will learn how to do college searches, financial aid search, create a resume with the Career Cruising resume builder and explore the student portfolio. Note: This course does not satisfy compensatory time/mandatory content credit.

**Audience:** Middle school and high school counselors, middle school and high school media specialists, and middle school computer application teachers

**Staff Development Credit:** 3.5 Hours Optional PD Credit

Start and End Dates	Start and End Times	Location	Class Code
15-JUN-2009 - 15-JUN-2009	08:00 - 11:30	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10023006
15-JUN-2009 - 15-JUN-2009	12:30 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10023007
16-JUN-2009 - 16-JUN-2009	12:30 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10023008

## Career Education and Workforce Partnerships

**JOBS, JOBS, JOBS WHAT DO EMPLOYERS NEED FROM US? (OPTIONAL PD CREDIT)**

**Expected Outcome:** Participants will gain knowledge of the relevancy of their subject and how it relates to the workplace. Participants will gain better understanding of emerging technologies that will change the workforce. The session will include an overview of the DFW region that offers career opportunities, current skills, and education needed to be successful in the future workforce. Panel discussion with Dallas business and industry leaders to learn their needs. Note: This course does not satisfy compensatory time/mandatory content credit.

**Audience:** Suggested for all teachers, all subjects and grade levels, and all middle and high school counselors (approved by Sylvia Lopez)

**Staff Development Credit:** 3.5 Hours Optional PD Credit

<b>Start and End Dates</b>	<b>Start and End Times</b>	<b>Location</b>	<b>Class Code</b>
16-JUN-2009 - 16-JUN-2009	08:00 - 11:30	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 4TH FLOOR MINI THEATER	10023001

Child Abuse/Domestic Violence Prevention
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**DEVELOPING HEALTHY RELATIONSHIPS/DATING VIOLENCE AWARENESS**

**Expected Outcome:** This interactive workshop is designed to give participants a deeper understanding of issues related to domestic/family and dating violence, and to participate in activities related to safety planning and making referrals to internal and external resources.

**Audience:** Teachers, Other Campus Professionals, Nurses, Social Workers, Specialists, Psychologists, and All Professional Staff

**Staff Development Credit:** 3.5 Hours Optional PD Credit

Start and End Dates	Start and End Times	Location	Class Code
17-JUN-2009 - 17-JUN-2009	12:30 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 5TH FLOOR	10060001
24-JUN-2009 - 24-JUN-2009	12:30 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 5TH FLOOR	10060002
21-JUL-2009 - 21-JUL-2009	08:00 - 11:30	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 5TH FLOOR	10060003
29-JUL-2009 - 29-JUL-2009	12:30 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 5TH FLOOR	10060004
05-AUG-2009 - 05-AUG-2009	08:00 - 11:30	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 5TH FLOOR	10060005
18-AUG-2009 - 18-AUG-2009	08:00 - 11:30	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 5TH FLOOR	10060006
20-AUG-2009 - 20-AUG-2009	12:30 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 5TH FLOOR	10060007
03-SEP-2009 - 03-SEP-2009	12:30 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 5TH FLOOR	10060008
17-OCT-2009 - 17-OCT-2009	08:00 - 11:30	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 5TH FLOOR	10060009
24-NOV-2009 - 24-NOV-2009	12:30 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 5TH FLOOR	10060010

Child Abuse/Domestic Violence Prevention
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**SHAKEN BABY SYNDROME/ABUSIVE HEAD TRAUMA**

**Expected Outcome:** This interactive workshop is designed to raise awareness related to the prevalence of Shaken Baby/Abusive Head Trauma incidents, infant and toddler mortality rates, and the effects on the learning process. Information will be given on making referrals to internal and external resources.

**Audience:** Teachers, Other Campus Professionals, Nurses, Social Workers, Specialists, Psychologists, and All Professional Staff

**Staff Development Credit:** 1.5 Hours Optional PD Credit

Start and End Dates	Start and End Times	Location	Class Code
16-JUN-2009 - 16-JUN-2009	14:30 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 5TH FLOOR	10060011
23-JUN-2009 - 23-JUN-2009	08:00 - 09:30	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 5TH FLOOR	10060012
20-JUL-2009 - 20-JUL-2009	14:30 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 5TH FLOOR	10060013
28-JUL-2009 - 28-JUL-2009	08:00 - 09:30	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 5TH FLOOR	10060014
03-AUG-2009 - 03-AUG-2009	10:00 - 11:30	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 5TH FLOOR	10060015
13-AUG-2009 - 13-AUG-2009	14:30 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 5TH FLOOR	10060016
17-AUG-2009 - 17-AUG-2009	10:00 - 11:30	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 5TH FLOOR	10060017
01-SEP-2009 - 01-SEP-2009	08:00 - 09:30	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 5TH FLOOR	10060018
08-SEP-2009 - 08-SEP-2009	08:00 - 09:30	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 5TH FLOOR	10060019

## Data Analysis, Research &amp; Reporting

**ADVANCED DATA ANALYSIS USING MYDATA PORTAL**

**Expected Outcome:** Advanced users will increase their knowledge of data analysis to optimize the teaching and learning processes by designing lessons specifically to meet the learners' needs.

**Audience:** Teacher leaders and instructional coaches who have proven success with facilitating high student achievement as well as advanced users of MyData Portal. Classes are available for new and intermediate users at separate times.

**Staff Development Credit:** 1.5 Hours Optional PD Credit

Start and End Dates	Start and End Times	Location	Class Code
22-SEP-2009 - 22-SEP-2009	16:30 - 18:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 7TH FLOOR	10067007
19-OCT-2009 - 19-OCT-2009	16:30 - 18:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 7TH FLOOR	10067008
16-NOV-2009 - 16-NOV-2009	16:30 - 18:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 7TH FLOOR	10067009
15-DEC-2009 - 15-DEC-2009	16:30 - 18:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 7TH FLOOR	10067010

**MYDATA PORTAL UPDATE FOR INTERMEDIATE USERS**

**Expected Outcome:** Intermediate MyData Portal users will increase their knowledge of the applications of the tools available at the site for the diagnosing and students' academic needs and prescribing lessons to foster high student achievement.

**Audience:** Intermediate and advanced MyData Portal users with active accounts. Classes for beginning and advanced users will be offered at separate times.

**Staff Development Credit:** 1.5 Hours Optional PD Credit

Start and End Dates	Start and End Times	Location	Class Code
15-SEP-2009 - 15-SEP-2009	16:30 - 18:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 7TH FLOOR	10067003
08-OCT-2009 - 08-OCT-2009	16:30 - 18:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 7TH FLOOR	10067004
10-NOV-2009 - 10-NOV-2009	16:30 - 18:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 7TH FLOOR	10067005
08-DEC-2009 - 08-DEC-2009	16:30 - 18:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 7TH FLOOR	10067006

**OVERVIEW OF MYDATA PORTAL AND CURRICULUM CENTRAL FOR BEGINNERS**

**Expected Outcome:** Participants will become familiar with the basic features of MyData Portal and Curriculum Central in order to diagnose academic needs and prescribe instruction to optimize the learning of all students.

**Audience:** New users of MyData Portal site with an active account. Classes for intermediate and advanced users will be offered at separate times..

**Staff Development Credit:** 3.5 Hours Optional PD Credit

Start and End Dates	Start and End Times	Location	Class Code
10-AUG-2009 - 10-AUG-2009	08:00 - 11:30	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 7TH FLOOR	10067001
12-AUG-2009 - 12-AUG-2009	08:00 - 11:30	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 7TH FLOOR	10067002

Encore

**2009 SPECIAL EDUCATION ESY PROCEDURES**

**Expected Outcome:** Special Education teachers will be trained in Extended School Year (ESY) procedures and electronically documenting ARD recommended ESY encounters. NOTE: This session does not satisfy mandatory training requirements and cannot be used to accrue compensatory time.

**Audience:** Special Education ESY teachers (only those hired and notified for ESY). Teachers must be a current Encore user with a user name and password

**Staff Development Credit:** 3.5 Hours Program Compliance PD Credit

Start and End Dates	Start and End Times	Location	Class Code
05-JUN-2009 - 05-JUN-2009	08:00 - 11:30	PEGASUS BUILDING--3RD FLOOR	10063023
05-JUN-2009 - 05-JUN-2009	08:00 - 11:30	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10063025
05-JUN-2009 - 05-JUN-2009	12:30 - 16:00	PEGASUS BUILDING--3RD FLOOR	10063024
05-JUN-2009 - 05-JUN-2009	12:30 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10063026
15-JUN-2009 - 15-JUN-2009	08:00 - 11:30	PEGASUS BUILDING--3RD FLOOR	10063027
15-JUN-2009 - 15-JUN-2009	12:30 - 16:00	PEGASUS BUILDING--3RD FLOOR	10063028

**DOCUMENTING REGRESSION/RECOUPMENT IN ENCOUNTER TRACKER**

**Expected Outcome:** Special Education teachers will be trained in the process of documenting regression/recoupment data in Encounter Tracker.

**Audience:** Special Education teachers and staff. Must be a current Encore user with a user name and password.

**Staff Development Credit:** 3.5 Hours Optional PD Credit

Start and End Dates	Start and End Times	Location	Class Code
22-JUN-2009 - 22-JUN-2009	12:30 - 16:00	BROWNE MIDDLE SCHOOL	10063029
30-JUL-2009 - 30-JUL-2009	08:00 - 11:30	BROWNE MIDDLE SCHOOL	10063030
05-AUG-2009 - 05-AUG-2009	08:00 - 11:30	BROWNE MIDDLE SCHOOL	10063031
17-SEP-2009 - 17-SEP-2009	16:30 - 20:00	PEGASUS BUILDING--3RD FLOOR	10063032
17-NOV-2009 - 17-NOV-2009	16:30 - 20:00	PEGASUS BUILDING--3RD FLOOR	10063033

Encore

**ENCOUNTER TRACKER (ADL, FLS, PPCD, TC, ONLY) 2009**

**Expected Outcome:** Participants will be trained to electronically document student encounters. Data will be used for tracking services, as well as capturing the necessary data elements for Medicaid billing purposes. They will be trained in Medicaid Administrative Claiming (MAC) procedures enabling them to complete the random moment time study.

**Audience:** ADL, FLS, PPCD, and TC teachers who are current Encore users with a user name and password

**Staff Development Credit:** 3.5 Hours Stipend PD Credit

Start and End Dates	Start and End Times	Location	Class Code
17-JUN-2009 - 17-JUN-2009	08:00 - 11:30	BROWNE MIDDLE SCHOOL	10063011
17-JUN-2009 - 17-JUN-2009	12:30 - 16:00	BROWNE MIDDLE SCHOOL	10063012
23-JUN-2009 - 23-JUN-2009	08:00 - 11:30	BROWNE MIDDLE SCHOOL	10063013
23-JUN-2009 - 23-JUN-2009	12:30 - 16:00	BROWNE MIDDLE SCHOOL	10063014
29-JUL-2009 - 29-JUL-2009	08:00 - 11:30	BROWNE MIDDLE SCHOOL	10063015
29-JUL-2009 - 29-JUL-2009	12:30 - 16:00	BROWNE MIDDLE SCHOOL	10063016
04-AUG-2009 - 04-AUG-2009	08:00 - 11:30	BROWNE MIDDLE SCHOOL	10063017
04-AUG-2009 - 04-AUG-2009	12:30 - 16:00	BROWNE MIDDLE SCHOOL	10063018
10-SEP-2009 - 10-SEP-2009	16:30 - 20:00	PEGASUS BUILDING	10063019
16-SEP-2009 - 16-SEP-2009	16:30 - 20:00	PEGASUS BUILDING	10063020
21-OCT-2009 - 21-OCT-2009	16:30 - 20:00	PEGASUS BUILDING	10063021
23-NOV-2009 - 23-NOV-2009	12:30 - 16:00	WM. H. COTTON SERVICE CENTER (FORMERLY SERVICE CENTER II)	10063022

**ENCOUNTER TRACKER REFRESHER (ADL, FLS, PPCD, TC ONLY) 2009**

**Expected Outcome:** Participants will be trained to electronically document student encounters. Data will be used for tracking services, as well as capturing the necessary data elements for Medicaid billing purposes.

**Audience:** ADL, FLS, PPCD, and TC teachers who have had previous Encounter Tracker training

**Staff Development Credit:** 3.5 Hours Stipend PD Credit

Start and End Dates	Start and End Times	Location	Class Code
16-JUN-2009 - 16-JUN-2009	08:00 - 11:30	BROWNE MIDDLE SCHOOL	10063006
24-JUN-2009 - 24-JUN-2009	12:30 - 16:00	BROWNE MIDDLE SCHOOL	10063007
28-JUL-2009 - 28-JUL-2009	12:30 - 16:00	BROWNE MIDDLE SCHOOL	10063008
03-AUG-2009 - 03-AUG-2009	08:00 - 11:30	BROWNE MIDDLE SCHOOL	10063009
26-OCT-2009 - 26-OCT-2009	16:30 - 20:00	PEGASUS BUILDING	10063010

Encore

### **INTRODUCTION TO ENCORE, PARTS 1 AND 2 (NEW SPECIAL EDUCATION TEACHERS/STAFF)**

**Expected Outcome:** Participants will leave with a basic understanding of the eNCORE web-based application. THIS IS A TWO-DAY COURSE. PARTICIPANTS MUST ATTEND BOTH DAYS TO RECEIVE CREDIT. NO PARTIAL CREDIT WILL BE AWARDED. Note: This course cannot be used to satisfy compensatory time/mandatory content training requirements.

**Audience:** Special Education teachers and staff who are new to Dallas ISD or new to Special Education

**Staff Development Credit:** 7.0 Hours Optional PD Credit

<b>Start and End Dates</b>	<b>Start and End Times</b>	<b>Location</b>	<b>Class Code</b>
09-SEP-2009 - 10-NOV-2009	16:30 - 20:00	PEGASUS BUILDING	10063001
15-SEP-2009 - 18-NOV-09	16:30 - 20:00	PEGASUS BUILDING	10063002
06-OCT-2009 - 02-DEC-2009	16:30 - 20:00	PEGASUS BUILDING	10063003
20-OCT-2009 - 08-DEC-2009	16:30 - 20:00	PEGASUS BUILDING	10063004
23-NOV-2009 - 12-JAN-2010	08:00 - 11:30	WM. H. COTTON SERVICE CENTER (FORMERLY SERVICE CENTER II)	10063005

Instructional Technology
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**ADVANCED EINSTRUCTION**

**Expected Outcome:** Participants will learn advanced features of the eInstruction Classroom Performance System software. Various strategies and tips will be shared to promote student engagement, check for mastery, and increase student interest in the content. NOTE: PARTICIPANTS SHOULD ALREADY BE FAMILIAR WITH AND USE THE EINSTRUCTION CPS.

**Audience:** Any teacher with an eInstruction Classroom Performance System

**Staff Development Credit:** 3.5 Hours Optional PD Credit

Start and End Dates	Start and End Times	Location	Class Code
15-JUL-2009 - 15-JUL-2009	08:00 - 11:30	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10034001
23-JUL-2009 - 23-JUL-2009	08:00 - 11:30	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10034002

**CREATING CRITERION-BASED RUBRICS**

**Expected Outcome:** Participants will learn how to create effective criterion-based rubrics, guide students in creating rubrics for self-evaluation, and explore online resources that are available to assist in the creation. Participants will consider various rubrics for effectiveness and discuss the pros/cons to consider when using rubrics.

**Audience:** All teachers

**Staff Development Credit:** 3.5 Hours Optional PD Credit

Start and End Dates	Start and End Times	Location	Class Code
15-JUL-2009 - 15-JUL-2009	12:30 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10034003

**DIGITAL VIDEO PROJECTS**

**Expected Outcome:** Participants will explore the basic concepts and features of digital video production and Windows Movie Maker 2 (a free video editing application included with the WinXP OS). Participants will be guided through a series of steps for creating a video, including basic editing techniques, adding special effects and transitions, and exporting a short movie for distribution. NOTE: PARTICIPANTS DO NOT EARN EQUIPMENT BY ATTENDING THIS WORKSHOP.

**Audience:** Classroom teachers with intermediate technology skills and knowledge of multimedia basics such as photo and audio file types.

**Staff Development Credit:** 7.0 Hours Optional PD Credit

Start and End Dates	Start and End Times	Location	Class Code
16-JUL-2009 - 16-JUL-2009	08:00 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10034004

**DOCUMENT CAMERAS**

**Expected Outcome:** Participants will learn the basic features and how to use the power of a document camera to increase student engagement in their classroom. Participants will have hands-on practice implementing this technology with their CPGs. Participants will work in small groups to develop a lesson to share with the group.

**Audience:** All teachers who are interested in how to use a document camera in the classroom

**Staff Development Credit:** 3.5 Hours Optional PD Credit

Start and End Dates	Start and End Times	Location	Class Code
15-JUL-2009 - 15-JUL-2009	12:30 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10034005

Instructional Technology
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**DREAMWEAVER CS4**

**Expected Outcome:** Participants will learn how to use Dreamweaver CS4 software to create web sites using basic entry-level web design, buttons, navigation bars, page layouts, and animated content. Topics include web planning and design, document properties, tables, templates, links, image maps, rollovers, and layers. Additional topics include cascading style sheets, classes, libraries, meta tags, and uploading to web servers. This is not a beginners class. Participants must be windows proficient.

**Audience:** Teachers, Other Campus Professionals, Campus Administrators, and Central Administrators who are Windows proficient.

**Staff Development Credit:** 7.0 Hours Optional PD Credit

Start and End Dates	Start and End Times	Location	Class Code
22-JUL-2009 - 22-JUL-2009	08:00 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10034006

**MICROSOFT POWERPOINT 2007 FOR TEACHERS AND STUDENTS**

**Expected Outcome:** Participants will gain knowledge of the functions of PowerPoint 2007, create slides shows, and learn the differences from PowerPoint 2003 to 2007.

**Audience:** All teachers who are interested in the new features of PowerPoint 2007. Teachers should be familiar with PowerPoint 2003 as we will make a fast transition to 2007.

**Staff Development Credit:** 3.5 Hours Optional PD Credit

Start and End Dates	Start and End Times	Location	Class Code
23-JUN-2009 - 23-JUN-2009	08:00 - 11:30	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10034007
15-JUL-2009 - 15-JUL-2009	08:00 - 11:30	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10034008

**MS EXCEL 2007 FOR TEACHERS AND STUDENTS**

**Expected Outcome:** Participants will learn how to use the basic features of Excel 2007 to create products for teachers and students. Excel 2007 is a dramatic change from the previous versions of Excel. Participants will also preview various templates (both on computer and online) that can be used in their classroom. NOTE: PARTICIPANTS ARE EXPECTED TO HAVE BASIC TECHNOLOGY KNOWLEDGE AND SKILLS BEFORE ATTENDING THIS CLASS.

**Audience:** Teachers, Teacher Assistants, Campus Clerical Support, Other Campus Professionals, Campus Administrators, and Central Administrators

**Staff Development Credit:** 3.5 Hours Optional PD Credit

Start and End Dates	Start and End Times	Location	Class Code
23-JUN-2009 - 23-JUN-2009	12:30 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10034009
15-JUL-2009 - 15-JUL-2009	12:30 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10034010

## Instructional Technology

**MS WORD 2007 FOR TEACHERS AND STUDENTS**

**Expected Outcome:** Participants will learn how to use the basic features of Word 2007 to create products for teachers and students. Word 2007 is a dramatic change from the previous versions of Word. Participants will learn basic skills such as formatting text, inserting graphics/pictures/WordArt, changing margins, working with headers/footers, and printing. They will also preview various templates (both on computer and online) that can be used in their classroom. NOTE: PARTICIPANTS ARE EXPECTED TO HAVE BASIC TECHNOLOGY KNOWLEDGE AND SKILLS BEFORE ATTENDING THIS CLASS.

**Audience:** Teachers, Teacher Assistants, Campus Clerical Support, Other Campus Professionals, Campus Administrators, and Central Administrators

**Staff Development Credit:** 3.5 Hours Optional PD Credit

Start and End Dates	Start and End Times	Location	Class Code
22-JUN-2009 - 22-JUN-2009	12:30 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10034011
22-JUL-2009 - 22-JUL-2009	12:30 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10034012

**ONLINE RESOURCES**

**Expected Outcome:** Participants will learn how to access and utilize DALLINK, the district's library catalog, and several online resources both from school and from home. Libraries and databases impact student achievement through Accountable Talk and Academic rigor. Some of the Online resources in this session are DALLINK, EBSCO Databases, and NetTrekker DI. This class is for teachers with intermediate or better computer skills and access to a digital camera on their campus. NOTE: It is not necessary to bring equipment to the training.

**Audience:** Teachers

**Staff Development Credit:** 3.5 Hours Optional PD Credit

Start and End Dates	Start and End Times	Location	Class Code
28-JUL-2009 - 28-JUL-2009	08:00 - 11:30	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10034013
28-JUL-2009 - 28-JUL-2009	12:30 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10034014

**PODCASTING AND VODCASTING**

**Expected Outcome:** Participants will learn the basics of creating podcasts for instructional uses for students. Teachers will reference their CPGs to identify relevant lessons that can be enhanced using podcasting. Participants will also learn how podcasting can support parent and community support/involvement. Participants must be windows proficient.

**Audience:** Teachers and Campus Administrators

**Staff Development Credit:** 3.5 Hours Optional PD Credit

Start and End Dates	Start and End Times	Location	Class Code
23-JUL-2009 - 23-JUL-2009	12:30 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10034015

## Instructional Technology

**SMART BOARD LEVEL I**

**Expected Outcome:** SMART Board (Interactive whiteboards) Level I participants will learn that basic features of the SMART Board and SMART software. SMART Boards combined with the power of a projector and computer creates a powerful teaching tool for all grade levels. Participants will learn how to: 1) align the board (customize alignment), 2) customize the pen tray, 3) write on the board, 4) use the keyboard, 5) use the floating toolbars, and 6) use the screen shade, spotlight, and magnifier-- and much more!

**Audience:** Teachers, Campus Professional Staff, and Campus Administrators

**Staff Development Credit:** 3.5 Hours Optional PD Credit

Start and End Dates	Start and End Times	Location	Class Code
23-JUN-2009 - 23-JUN-2009	08:00 - 11:30	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10034016
25-JUN-2009 - 25-JUN-2009	08:00 - 11:30	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10034017
15-JUL-2009 - 15-JUL-2009	08:00 - 11:30	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10034018
22-JUL-2009 - 22-JUL-2009	08:00 - 11:30	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10034019

**SMART BOARD LEVEL II**

**Expected Outcome:** SMART Board (Interactive whiteboards) Level II participants will review the basic use of the SMART Board. Participants will create a lesson using the SMART Notebook. Participants will also learn how to link to a file on the computer to a different page in the Notebook and to a website. They will learn how to download and install the Lesson Activity Toolkit, and how to edit the items in the Toolkit. Level II participants will also learn how to import lessons from PowerPoint using Google. They will learn how to import PDF and Word, and how to use PowerVideos and Interactive websites, and how to use Lesson Recorder (teach a lesson without being there).

**Audience:** Teachers, Campus Professional Staff, and Campus Administrators

**Staff Development Credit:** 3.5 Hours Optional PD Credit

Start and End Dates	Start and End Times	Location	Class Code
23-JUN-2009 - 23-JUN-2009	12:30 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10034020
25-JUN-2009 - 25-JUN-2009	12:30 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10034021
15-JUL-2009 - 15-JUL-2009	12:30 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10034022
22-JUL-2009 - 22-JUL-2009	12:30 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10034023

**USING BLOGS AND WIKIS TO SUPPORT CLASSROOM INSTRUCTION**

**Expected Outcome:** Students, wikis, and blogs- oh my! Participants will learn the valuable uses of these online tools to support their teaching and student learning. Participants will learn how to set up and integrate wikis and blogs in their lessons in order to better engage students and promote student achievement.

**Audience:** Teachers

**Staff Development Credit:** 3.5 Hours Optional PD Credit

Start and End Dates	Start and End Times	Location	Class Code
15-JUL-2009 - 15-JUL-2009	08:00 - 11:30	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 3RD FLOOR	10034024

## New Teacher Support &amp; Mentoring

**ADVANCED MENTOR TRAINING FOR VETERAN MENTORS**

**Expected Outcome:** Veteran mentors will review and refresh mentoring skills.

**Audience:** Veteran mentors who have been trained before but were not trained last year. Mentors must be designated by their principals

**Staff Development Credit:** 7.0 Hours Optional PD Credit

Start and End Dates	Start and End Times	Location	Class Code
09-SEP-2009 - 09-SEP-2009	08:00 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 7TH FLOOR	10066001
23-SEP-2009 - 23-SEP-2009	08:00 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 7TH FLOOR	10066002
30-SEP-2009 - 30-SEP-2009	08:00 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 7TH FLOOR	10066003
07-OCT-2009 - 07-OCT-2009	08:00 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 7TH FLOOR	10066004
21-OCT-2009 - 21-OCT-2009	08:00 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 7TH FLOOR	10066005
28-OCT-2009 - 28-OCT-2009	08:00 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 7TH FLOOR	10066006
04-NOV-2009 - 04-NOV-2009	08:00 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 7TH FLOOR	10066007
18-NOV-2009 - 18-NOV-2009	08:00 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 7TH FLOOR	10066008

**TRAINING FOR NEW MENTORS**

**Expected Outcome:** Mentors will be prepared to support and help retain new teachers.

**Audience:** New mentors who have been designated by their principals

**Staff Development Credit:** 7.0 Hours Optional PD Credit

Start and End Dates	Start and End Times	Location	Class Code
02-SEP-2009 - 02-SEP-2009	08:00 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 7TH FLOOR	10066009
16-SEP-2009 - 16-SEP-2009	08:00 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 7TH FLOOR	10066010
14-OCT-2009 - 14-OCT-2009	08:00 - 16:00	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 7TH FLOOR	10066011

Professional Development

**CHAMPS CLASSROOM MANAGEMENT FOR BEGINNERS****Expected Outcome:** Participants will receive strategies and tools to ensure effective classroom management.**Audience:** Teachers who have not undergone CHAMPs full day training.**Staff Development Credit:** 7.0 Hours Optional PD Credit

<b>Start and End Dates</b>	<b>Start and End Times</b>	<b>Location</b>	<b>Class Code</b>
16-JUN-2009 - 16-JUN-2009	08:00 - 16:00	SKYLINE HIGH SCHOOL	10045001

**CHAMPS CLASSROOM MANAGEMENT REFRESHER****Expected Outcome:** Participants will review the key components of the CHAMPs classroom management model with emphasis on motivation, the behavior response grid, and interventions for chronic misbehavior.**Audience:** Teachers who have completed 7 hours of CHAMPs training**Staff Development Credit:** 7.0 Hours Optional PD Credit

<b>Start and End Dates</b>	<b>Start and End Times</b>	<b>Location</b>	<b>Class Code</b>
18-JUN-2009 - 18-JUN-2009	08:00 - 16:00	SKYLINE HIGH SCHOOL	10045002

Refugee Support Services Family Center

**WORKING WITH THE REFUGEE STUDENTS**

**Expected Outcome:** Participants are expected to: (1) Learn about the process of refugee resettlement; (2) Raise cultural awareness and sensitivity and be more responsive to unique needs of refugee students and their families; (3) Increase knowledge in identifying challenges and effective strategies in working with the refugee students; (4) Learn about mental health of refugee children.

**Audience:** All district personnel working with refugee students.

**Staff Development Credit:** 7.0 Hours Optional PD Credit

Start and End Dates	Start and End Times	Location	Class Code
19-AUG-2009 - 19-AUG-2009	08:30 - 15:30	SCHOOL SUPPORT SERVICE CENTER (BUCKNER BLDG) 8TH FLOOR	10060020