



**Action**

## **Dallas Independent School District**

May 6, 2009

**TO:** Educational Professional Service Vendors  
**FROM:** Jacqueline Landry, Associate Superintendent  
Professional Development and Staff Training  
**SUBJECT:** Consultant/Vendor Training

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In November 2005, the General Superintendent, Michael Hinojosa and the Board of Trustees of the Dallas Independent School District unveiled a plan called Dallas Achieves to help make the district the best in the nation by the end of the 2009-2010 school year. As one of the first steps in implementing this plan, an audit by the National Center for Education Accountability (NCEA) was ordered across the Dallas ISD. Section 3, Part A of the Dallas Achieves plan contains the audit information and recommendations. The results of that audit were presented in December 2005 and included 17 recommendations.

Several of the recommendations from the audit deal with professional development, but the major impact of the audit is on the curriculum that is taught and tested in the district. One recommendation from that report is to “ensure that all professional development activities, especially the use of consultants, are tightly aligned to demonstrated student need and the stated district goals”.

One criteria for approval of educational consultants/vendors at all levels is dependent on the willingness of those individuals to understand the district’s commitment to a rigorous and relevant curriculum based solely on the curriculum expectations and student needs that have been identified. To that end, the Professional Development and Staff Training Department of Dallas ISD will offer fourteen (14) hours/two days of professional development for consultants/vendors who wish to serve the students, teachers, and administrators of the district.

The audience for the educational professional service consultants/vendors includes individuals who have been selected to provide services that are instructional in nature and may be designed for either teachers or for administrators. If a consultant/vendor has been selected by the Curriculum and Instructional Department’s Assistant Superintendent and/or a Director to be involved in providing training or support for Dallas ISD employees that relate to the implementation of the curriculum and instruction or leadership development at the district, area, or school level, that consultant/vendor is invited to complete the recommended training.

**Actions required:**

- Read the attached document, which provides detailed information on the dates and content for the two day training session.
- Go to the Dallas ISD website to complete and submit back to Professional Development and Staff Training the Consultant/Vendor Registration Form located at <http://www.dallasisd.org/training/cons vendor.pdf>

Should you have additional questions after reviewing the information, please call the Professional Development and Staff Training Department at 972-925-8000.



## **CONSULTANT/VENDOR TRAINING**

### **Audience**

The audience for the educational professional service consultant/vendor program includes individuals who have been selected to work as educational professional service providers in the Dallas Independent School District at the district, learning community, or school level. The service that these consultants/vendors provide is instructional in nature and may be designed for either teachers or for administrators. If a consultant/vendor has been selected to provide training or support for Dallas ISD employees that relates to the implementation of the curriculum and instruction or leadership development, that consultant/vendor should complete the training.

### **Training Calendar**

The next session dates for the educational professional service consultant/vendor training are scheduled for May 19-20, 2009. The sessions will be held at the Student Support Services Center (2909 N. Buckner Blvd.) The session will commence at 8:30 A.M. and will end at 4:30 P.M. Lunch will be the responsibility of the participants. Additional sessions will be scheduled on an as-needed basis.

### **Content Training**

Three components comprise the content for the two-day session. The morning of the first day will provide an overview of Dallas Achieves and the Principles of Learning. These two aspects provide the driving force behind the district's change initiatives. During the afternoon of the first day, presentations will be made from the Multi-Language and Special Education Departments. These sessions will include the opportunity to describe the consultants'/vendors' adherence to the curriculum implementation goals and procedures of the district.

The second day will be used to focus on Dallas ISD core content areas. Participants will meet in smaller groups based on the content area in which they work. The district realizes that some instructional consultants/vendors cover more than one content area, but for this training experience, consultants/vendors primary area should determine the session to attend. Separate sessions will be held for Reading/Language Arts, Mathematics, Science and Social Studies.

<b>Dates</b>	<b>8:00 A.M. – 4:30 P.M.</b>
May 19, 2009	Overview of Dallas Achieves and the Principles of Learning
May 20, 2009	Dallas ISD Core Content Training
TBD	Overview of Dallas Achieves and the Principles of Learning
TBD	Dallas ISD Core Content Training

At the conclusion of the professional development session on the second day, each consultant/vendor will be given the opportunity to sign an agreement stating that all training sessions conducted will be tightly aligned to demonstrated student needs, the district's curriculum, and the stated district goals.



**Dallas Independent School District**

**CONSULTANT/VENDOR TRAINING SCHEDULE**

Day 1: Overview of Dallas Achieves and the Principles of Learning - ½ day  
Presentations from the Multi-Language and Special Education Departments - ½ day  
Day 2: Dallas ISD Core Content Training –1 day

**Consultant/Vendor Registration Form**

Location of Training: 2909 North Buckner Blvd., 7<sup>th</sup> Floor, Dallas, Texas 75228  
Please fax to 214-321-6744 or email to [jjenkins@dallasisd.org](mailto:jjenkins@dallasisd.org)

Company or Organization Name: \_\_\_\_\_

Vendor # \_\_\_\_\_

Consultant's First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Telephone Number : \_\_\_\_\_ Cell Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

What is your content area? Choose one primary content area:

\_\_\_ Mathematics

\_\_\_ Reading/Language Arts

\_\_\_ Science

\_\_\_ Social Studies

\_\_\_ Other (please describe) \_\_\_\_\_

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Please select the dates you can attend training:  
\_\_\_\_\_ May 19-20-2009 or \_\_\_\_\_ TBD

You will receive a phone call or email confirmation (provided you have entered a valid e-mail address) of the receipt of your registration within 2 business days following the date submitted.

If you have questions, please email us at [jjenkins@dallasisd.org](mailto:jjenkins@dallasisd.org)

Thanks for Registering