

Session Outline

MATERIALS	ACTIVITIES	TIMES
DAY 1		
H-1, H-1a T-1, T-1a T-2, T-2a, S-1a-b H-21 a-b	I. Introduction, Objectives, Agenda Review <ul style="list-style-type: none"> ▪ Introduction ▪ Professional Development Objectives/Agenda ▪ Parking Lot Issues ▪ Terms and Definitions ▪ Evaluation forms 	35 min.
H-2, S-2, T-3 H-3, H-4a-c H-5a-h H-6a-c, H-7a-b, S-3	II. Overview of the National Reporting System <ul style="list-style-type: none"> ▪ The Jigsaw Exercise ▪ Student Profiles 	95 min.
BREAK		15 min.
H-8, H-9, H-10 T-4, T-5, T-6, T-7, S-4 H-11, H-12a-f T-8, S5a-c Blank Transparencies H-13a-h, S-6 S-7a-h, S-8a-l, S-9	III. Data Interpretation <ul style="list-style-type: none"> ▪ Introduction to Using Data ▪ Interpreting Student Data 	95 min.
Lunch		60 min.
H-14, T-9, S-10, S-11	IV. Guidelines for Collection and Use of Data	60 min.
H-20a-c, H-19	V. Wrap-up <ul style="list-style-type: none"> ▪ Review of next day's activities ▪ Introduce activity for "Train the Trainers" 	5 min. 20 min.

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Materials	Activities	Times
DAY 2		
T-2, T-2a, H-1, H-1a, H-4a	VI. Review Agenda for Day 2	10 min.
T-10, T-11 T-12, T-13 S-12, S-13 H-15a-c, H-16a-c H-17 T-14a-b, T-15, T-16 H-18a-c, S-15 Blank Transparency	VII. Follow-up Data <ul style="list-style-type: none"> ▪ Follow-up Data and Methods for Collection ▪ Data Collection at the Local Level ▪ Force field analysis ▪ Interpreting and Using the Follow-Up Survey ▪ Telephone Role Play ▪ Minimizing Survey Error 	95 min.
T-17 H-18a-c, S-16	VIII. Effective Professional Development	30 min.
LUNCH		60 min
H-19, H-20a-c	IX. State Plan for Professional Development Roll Out <ul style="list-style-type: none"> ▪ Facilitator Presentation ▪ Questions for Strategic Planning ▪ Sharing of Strategic Plans 	75 min
H-21a-b	X. Closing <ul style="list-style-type: none"> ▪ Review of Parking Lot Issues ▪ Reflection ▪ Workshops Evaluation 	20 min