

The School District Of the City of St. Charles



Professional Development Summer In-Service

2019

Table of Contents

● Professional Development Mission and Belief Statements	Page 2
● Continuing Education Units and Stipend Information	Page 3
● Continuing Education Conversion Table – Training Hours to CEU Credits	Page 4
● Continuing Education Unit (CEU) Documentation	Page 5
● Stipend Application Form	Page 6
● Innovator’s Mindset (Book Study)	Page 7
● The Wild Card: 7 Steps to An Educator’s Creative Breakthrough (Book Study)	Page 8
● Compassion Fatigue	Page 9
● Poverty Simulation	Page 10
● Google Level 1 Certification Mini-Bootcamp	Page 11
● Youth Mental Health	Page 12
● Google Level 2 Certification Mini-Bootcamp	Page 14
● Conscious Discipline	Page 15

Professional Development Mission and Belief Statements School District of the City of St. Charles

The mission of the St. Charles Professional Development Committee is to provide educators the appropriate instructional strategies and classroom practices necessary to ensure effective learning occurs for every student every day.

We believe effective professional development:

- 1) Is focused on increasing student achievement
 - a. Expands our capacity to support student learning
 - b. Provides teachers with instructional and assessment strategies

- 2) Helps teachers put theory and research into practice
 - a. Expands personal and shared theory while building skills, capabilities and content knowledge
 - b. Encourages reflection on classroom practice
 - c. Promotes continuous inquiry and improvement

- 3) Is aligned to district, building and individual goals

- 4) Is embedded in the daily life of schools

- 5) Is a collaborative effort on the part of the entire learning community

- 6) Is data driven, goal oriented and measurable

- 7) Increases leadership capacity

- 8) Requires substantial time, resources and support

Continuing Education Units and Stipend Information

(Certified Staff Members Only)

Those attending the Summer PD Workshops:

CEU's will be granted to qualified certified staff members (up to Masters + 30).

Participants who do not qualify for CEU's must complete a Stipend Application Form and submit to the Curriculum & Instruction Department two weeks prior to attending the workshop. Individuals are ineligible to receive CEU's if either of the following applies: Individual is on the BA+15 salary channel and has not yet earned a Master's Degree or Individual is already on the MA+30 or Doctorate salary channel. Those who qualify for a stipend will earn \$10 per hour for the professional development workshop. Stipends for the workshop attendance will be paid during the next qualifying pay period. The Stipend Application Form is provided on page 6.

Guidelines for Earning CEUs – EFFECTIVE JULY 1, 2009

Participants who wish to earn CEUs for completing a summer in-service workshop will earn credits up to Master's +30 but not beyond of the salary schedule. A *Continuing Education Unit Documentation Form* is provided on page 5.

Participants must complete the professional development in-service, fill out all the pertinent information on the *Continuing Education Unit Documentation Form*, and have the workshop instructor sign the form. The workshop instructor's signature is required for approval. At the conclusion of the professional development academy, participants must submit a signed CEU form to Curriculum & Instruction Department at Central Office for final approval. All CEU forms must be submitted to the Curriculum & Instruction Department. Once the CEU documentation has been approved, a copy will be returned to the participant and another will be forwarded to the Human Resources Department for application toward the salary schedule. Please keep a copy of the signed CEU form for your records.

Board Policy GCBA Regarding Continuing Education Units

Credit on the salary schedule may be granted for undergraduate credit earned after the bachelor's degree or master's degree, district workshops, curriculum work, some foreign travel, and other in-service offerings. Applications must be submitted to the assistant superintendent for curriculum and instruction for approval. CEU applications that are denied may be appealed to the CEU committee composed of three (3) teachers and three (3) administrators.

CEU CREDITS WILL BE AWARDED ON THE RATIO OF 1 CREDIT FOR EVERY 17 HOURS OF TRAINING. THE TABLE BELOW WILL HELP YOU TO CONVERT TRAINING HOURS TO CEU CREDITS.

<u>Hours of Training</u>	<u>CEU Credits</u>
1	.06
2	.12
3	.18
4	.24
5	.29
6	.35
7	.41
8	.47
9	.53
10	.59
11	.65
12	.71
13	.76
14	.82
15	.88
16	.94
17	1.00

**City of St. Charles School District
Continuing Education Unit (CEU) Documentation**

Certified Staff Member's Name: _____ Home Building: _____ Current Degree Level Earned: _____ Effective July 1, 2009 CEU's may be applied towards BA +15 and MA +30 channels on the salary schedule.	Current School Year 20____ - 20____ Date Submitted _____
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Workshop/Activity Name	Location of Workshop/Activity	Date(s)	Hour(s)	# of CEUs Verified OFFICE USE ONLY	Authorized Instructor's Signature

NOTE: Attach any documentation from the workshop. A copy should be made for your records. This form and other documentation should be submitted to the Curriculum & Instruction department at Central Office for final approval.

Central Office Use Only	
CEU Credit Approved by: _____	Date: _____
Date submitted to the Human Resources Department: _____	



Stipend Application

Name: _____ Building: _____

Contact Number: _____ Email: _____

Employee Number: _____

**Send completed form to Nedra Woolfolk at Central Office prior to workshop attendance.
Please call or email with any questions. 636-443-4029 or
nwoolfolk@stcharlessd.org**

1. Name of Workshop: _____

2. Date(s) of Workshop: _____

3. Hours of Workshop: _____

4. When filling out the application please check where you fall under in the salary schedule.

_____ BA

_____ MA

_____ BA+15

_____ MA+30

_____ Doctorate

5. If applying for stipend, please list reason why stipend is preferred over CEUs.

_____ I am ineligible to receive CEU credit for one of the following reasons:

_____ I am on the BA+24 salary channel and have not yet earned a Master's Degree.

_____ I am already on the MA+30 or Doctorate salary channel .

For Office Use Only:

Date Received:

_____ **Approved** **Budget Code:**

_____ **Denied** **Reason:**

Authorized Signature:

The Innovator's Mindset (Book Study)



Description: The Innovator's Mindset provides practical strategies to help teachers get students engaged and to apply those critical thinking skills that we are always promoting. He encourages teachers to allow students to wonder, to explore, and to become forward-thinking leaders. This book study will answer the questions presented by George Couros in chapter one of his book: The word "innovation" is thrown around a lot in education, but what does it really mean, and why is it important in our schools today?

You've seen him in person at our April 1, 2019 Professional Development day, now read his book!

Facilitator: Tanya Sanchez, 9-12 English, Success Campus

Audience: K-12

Skill Level: All

Time and Location: To Be Determined - all participants will be contacted prior to the end of the school year to determine the start date. It will be an online book study through Google Classroom with a face-to-face at the end (to be decided by book study members and facilitator)

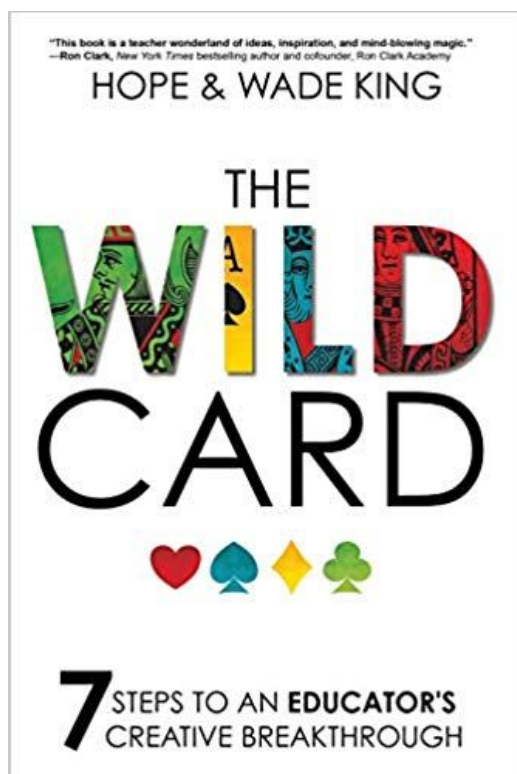
Supplies Needed: A copy of the book The Innovator's Mindset will be provided to all participants to read for the book study.

Stipends/CEUs: A copy of the book is provided to participants in lieu of CEUs or stipends.

Register online at: <https://forms.gle/rnT3cvkzk2eqTNjo8>

Registration is limited to 10 participants, so register early. In order to receive your book before the end of the school year, please register no later than 5/20/19.

The Wild Card: 7 Steps to an Educator's Creative Breakthrough (Book Study)



Description: In this book, Wade and Hope King show you how to draw on your authentic self--your past experiences, personality quirks, interests, hobbies, and strengths--to deliver your content creatively. If you are a high school teacher or a kindergarten teacher, the seven steps in The Wild Card will give you the knowledge and the confidence to bring creative teaching strategies into your classroom. You'll learn...

- Why the deck is not stacked against you, no matter what kind of hand you've been dealt
- Why you should never listen to the Joker
- How to identify the "Ace up your sleeve" and use it to create classroom magic
- How to apply the "Rules of Rigor" in order to fuse creativity with learning
- How to become the Wild Card that changes the game for your students

Presenter(s): Lauren Mertz, Reading Specialist, Lincoln Elementary

Audience: K-12

Skill Level: All

Time and Location: To Be Determined - all participants will be contacted prior to the end of the school year to determine the start date. It will be an online book study through Twitter with a face-to-face at the end (to be decided by book study members and facilitator)

Supplies Needed: A copy of the book The Wild Card: 7 Steps to an Educator's Creative Breakthrough will be provided to all participants to read for the book study.

Stipends / CEUs: A copy of the book is provided to participants in lieu of CEUs or stipends.

Register online at: <https://forms.gle/rnT3cvkzk2eqTNjo8>

Registration is limited to 10 participants, so register early. In order to receive your book before the end of the school year, please register no later than 5/20/19.

Compassion Fatigue

Description: Compassion Fatigue -Learn the differences between burnout, vicarious trauma, caregiver stress and compassion fatigue. This seminar views wellness as an ethical mandate for those in the helping professions and provides techniques for maintaining one's mental health.

Presenter(s): Connie Fisher

Audience: All

Skill Level: PreK - 12

Academy Dates: Thursday, June 13, 2019

Time: 8:30 am - 11:30 am

Location: Admin Center Board Room

Supplies Needed: N/A

Stipends / CEUs: Certified staff members who attend the workshops will have a choice (This will have to be updated to current policy) between receiving a stipend (\$10 per hour) or CEU credit (see district policy on page)

Register online at: <https://forms.gle/rnT3cvkzk2eqTNjo8>

Registration is limited to 30 participants, so register early.

Poverty Simulation

Description: The Poverty Simulations provide an insight for the community of the daily struggles faced by low-income families/individuals. Participants receive a new identity as they enter the simulation. They then go thru a month of that individual's life. Each week will last a total of 15 minutes, during which they will need to attend work, purchase food, pay utilities, pay rent/mortgage, seek assistance if necessary, attend school if a young person, etc. The experience is rather eye-opening to the situations that many of the students live daily.

Presenter(s): NECAC - North East Community Action Corporation

Audience: All

Skill Level: PreK - 12

Academy Dates: Tuesday, June 18, 2019

Time: 8:00 am - 11:30 am

Location: Admin Center Board Room

Supplies Needed: N/A

Stipends / CEUs: Certified staff members who attend the workshops will have a choice (This will have to be updated to current policy) between receiving a stipend (\$10 per hour) or CEU credit (see district policy on page)

Register online at: <https://forms.gle/rnT3cvkzk2eqTNjo8>

Registration is limited to 80 participants, so register early.

Google Certified Educator Level 1 Mini-Bootcamp

Description: In this mini-bootcamp, we will go over all of the requirements of the Google Certified Educator Level 1 Exam including Google Mail, Calendar, Docs, Slides, Sheets, Drawings, Forms, Sites, Hangouts, Groups, Classroom, YouTube, and more. You will have time to take the Google Educator Level 1 exam at the end of the second day and will be reimbursed for your exam fee (\$10) if you pass. So, please join us for two days of Googley fun.

Presenter(s): Tina Lauer, Instructional Technology Specialist

Audience: All

Skill Level: Intermediate to Advanced Google Skills

Academy Dates: Wednesday, June 19 and Thursday, June 20, 2019

Time: 8:00 am - 3:00 pm each day

Location: Admin. Center Board Room

Supplies Needed: Laptop or Chromebook w/camera

Stipends / CEUs: Certified staff members who attend the workshops will have a choice (This will have to be updated to current policy) between receiving a stipend (\$10 per hour) or CEU credit (see district policy on page)

Register online at: <https://forms.gle/rnT3cvkzk2eqTNjo8>

Registration is limited to 30 participants, so register early.

Youth Mental Health First Aid

Description: Are you interested in learning more about how to help youth in Our schools and community? **Youth Mental Health First Aid** may be for you! **Any adult who interacts with youth on a regular basis-teachers, principals, support staff, coaches, guidance secretaries, transportation, community leaders, mentors, etc. – may find the course beneficial.** Youth Mental Health First Aid is a public education program geared towards helping others understand the prevalence of various mental health disorders in the U.S. and the need for reduced stigma in our community. The program uses interactive training and discussion to help participants learn about the following:

- The importance of **early intervention**
- Potential **risk factors** and **warning signs** for a range of mental health problems, including: depression, anxiety, trauma, psychosis, eating disorders, substance use disorders, suicide and self-injury
- How to **initially** help a youth in crisis or experiencing a mental health or substance use challenge
- A **5-step action plan** encompassing the skills, resources and knowledge to assess the situation, select and implement appropriate interventions, and to help the individual in crisis connect with appropriate professional care
- **Evidence-based** professional, peer, social, and self-help **resources** available to help someone with a mental health problem

**Please be advised that some parts of the training can be emotional for some participants due to the sensitive nature of topics addressed, such as suicide awareness and prevention. This program teaches skills that could be utilized in a trauma-sensitive classroom. If you have further questions regarding the topics addressed, please feel free to contact Dawn Tranen at dtranen@stcharlessd.org.*

Presenter(s): Dawn Tranen & Katie Schweitzer

Audience: All

Skill Level: PreK - 12

Academy Dates: Thursday, June 27, 2019

Time: 8:00 - 4:00 p.m.

Location: Central Office ~ Board Room

Supplies Needed: Supplies provided

Stipends / CEUs: Certified staff members who attend the workshops will have a choice (This will have to be updated to current policy) between receiving a stipend (\$10 per hour) or CEU credit (see district policy on page)

Register online at: <https://forms.gle/rnT3cvkzk2eqTNjo8>

Registration is limited to 20 participants, so register early.

Google Certified Educator Level 2 Mini-Bootcamp

Description: In this mini-bootcamp, we will go over all of the requirements of the Google Certified Educator Level 2 Exam including Google Drive, Docs, Sheets, Slides, Drawings, Forms, Sites, Blogger, Groups, Cultural Institute, Expeditions, Maps, Earth, Classroom, Keep, Hyperdocs, and more. You will have time to take the Google Educator Level 1 exam at the end of the second day and will be reimbursed for your exam fee (\$25) if you pass. So, please join us for two days of Googley fun.

Presenter(s): Tina Lauer, Instructional Technology Specialist

Audience: All

Skill Level: Advanced Google Skills

Academy Dates: Tuesday, July 9 and Wednesday, July 10, 2019

Time: 8:00 am - 3:00 pm each day

Location: Admin. Center Board Room

Supplies Needed: Laptop or Chromebook w/camera

Stipends / CEUs: Certified staff members who attend the workshops will have a choice (This will have to be updated to current policy) between receiving a stipend (\$10 per hour) or CEU credit (see district policy on page)

Register online at: <https://forms.gle/rnT3cvkzk2eqTNjo8>

Registration is limited to 30 participants, so register early.

Conscious Discipline

Description: Conscious Discipline is an evidence-based, trauma-informed approach. It is recognized by the Substance Abuse and Mental Health Administration's (SAMHSA's) National Registry of Evidence-based Programs and Practices (NREPP), and received high ratings in 8 of 10 categories in a Harvard analysis of the nation's top 25 social-emotional learning programs. The Harvard study's authors say, "Conscious Discipline provides an array of behavior management strategies and classroom structures that teachers can use to turn everyday situations into learning opportunities." Our core methodology is based on four essential components that are scientifically and practically designed for success -- Conscious Discipline Brain State Model, Seven Powers for Conscious Adults, Creating the School Family, and Seven Skills of Discipline. This is the full-day version of the Conscious Discipline Training (on April 1st, we offered a ½ day condensed version)

Presenter(s): Karen Hickman

Audience: PreK-6

Skill Level: All

Academy Dates: Monday, July 29, 2019

Time: 8:00 am - 3:00 pm

Location: Admin Center Board Room

Supplies Needed: N/A

Stipends / CEUs: Certified staff members who attend the workshops will have a choice (This will have to be updated to current policy) between receiving a stipend (\$10 per hour) or CEU credit (see district policy on page)

Register online at: <https://forms.gle/rnT3cvkzk2eqTNjo8>

Registration is limited to 40 participants, so register early.