

Camden Central School District

Professional Development Plan 2016-17



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Committee Members

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Camden Middle School

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Director of Technology & Data

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Camden Elementary School

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Annsville Elementary

Babette Komnick
Camden Middle School

Michelle Trela
Camden Elementary

Heidi Libertella
Camden High School

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Principal, Camden High School

Professional Development Days/Superintendent Conferences Days for SY 2016-17:
Full Days: September 6 & 7, October 21, March 17
Half Days: September 22, October 31, February 8, May 19

***Parent/Teacher Conferences: October 28, November 4, November 10, April 7*

Purpose

In alignment with the Part 100 regulations, the purpose of the plan shall be to improve the quality of teaching and learning by ensuring that teachers participate in substantial professional development in order that they remain current with their profession and meet the learning needs of their students. This plan includes teacher assistants and teacher aides. All activities acknowledge and address school personnel who work with students with disabilities to assure that they have the skills and knowledge necessary to meet the needs of students with disabilities.

The needs analysis, goals, objectives, strategies, activities and evaluation address the standards for professional development. Teachers and professional staff are expected to participate in professional development on district professional development days. In addition, many other opportunities exist for professional development including but not limited to: attending workshops at BOCES or by other organizations, observations of other teachers, visitations to other districts to learn about a new program, enrollment in online courses, enrollment in graduate courses, Model Schools opportunities, District offered opportunities to collaborate with colleagues about a new curriculum or program, and others.

The needs assessment is conducted formally and informally. District team members survey their own building colleagues, district wide surveys are used, and administrators also report professional development needs. The district is adopting the program, *My Learning Plan*, which will further individualize the professional development needs and offerings that the staff may utilize in their professional development planning. The district advocates for continuous and sustained professional development.

The professional development team shall consist of teachers from each level and from each building. It will also include a teacher assistant, and representatives from administration. The assistant superintendent for instruction shall be on the committee.

Introduction

The Camden Central Schools Professional Development Plan is based upon the philosophy that our students will benefit from staff development that is meaningful to participating teachers. Our goal is to improve student performance and all activities are planned with that end in mind.

Staff development activities will be offered in a number of ways to include:

Awareness sessions
Multi-session training
Follow up implementation plan development
Consultant models
Conference attendance
In-service credit bearing classes
Teacher to teacher training
Mentoring

The content of the Camden School District professional development is being supported and provided in part by Madison-Oneida BOCES, MORIC, Model Schools, RSE-TASC, Teacher Center and approved vetted consultants.

A combination of building level data analysis work and a district level professional development team was used to develop our staff development program. Teachers and administrators in each building used a district-designed process to identify student needs and subsequently staff development needs. While special education and technology needs are being addressed through these building level teams, the special education department and the district technology committee provided additional input.

The building level plans are based upon student achievement data. The staff development provided will be evaluated by its impact on student achievement data.

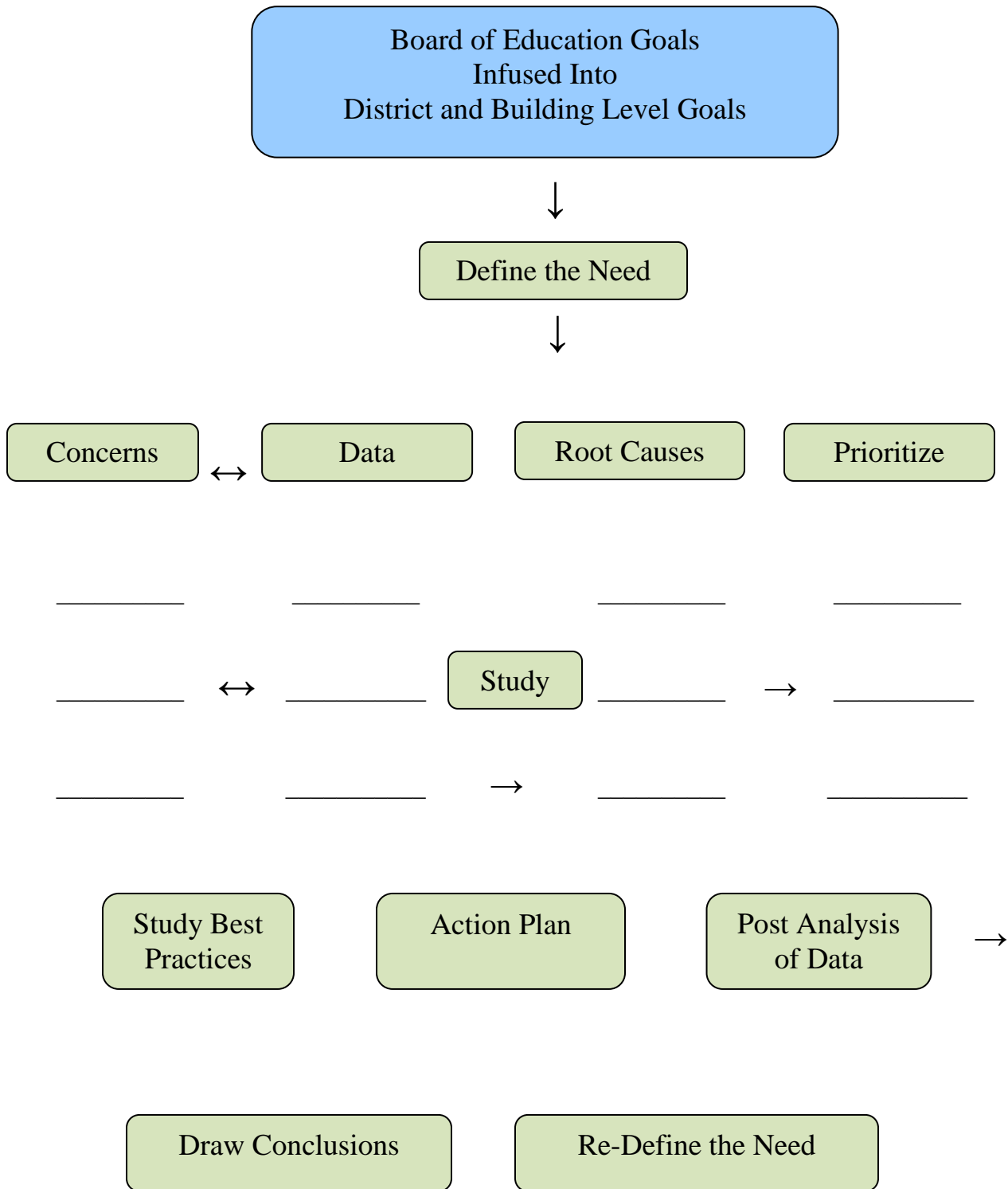
The plan provides for Initial Certificate/pre-tenure teachers by offering separate in-service directed at the needs of beginning teachers. A mentoring program has been designed for all teachers holding an initial certificate. They will also participate in appropriate in-service provided for all staff. The plan provides a mechanism for monitoring the accomplishment of 175-hours of in-service in each five-year period. A description of the mentoring program will be provided to all teachers holding an Initial Teaching Certificate.

In some cases district defined competencies will be adopted and all staff will be required to receive training in those competencies or demonstrate proficiency.

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This document should be viewed as a living document that is a guide that will be revised as we evaluate its effectiveness. Each year the PDP team will meet and review the evaluative data that has been compiled and revise this plan based upon that data.

Improvement Plan Flow Chart



Camden Central School District Mission Statement

The Camden Central Schools, in partnership with parents and community, will actively engage each student in the learning process. Each student will graduate with the knowledge and skills necessary for successful living. Our education program will be based on the wisdom of the past, the realities of the present and the expectations of the future.

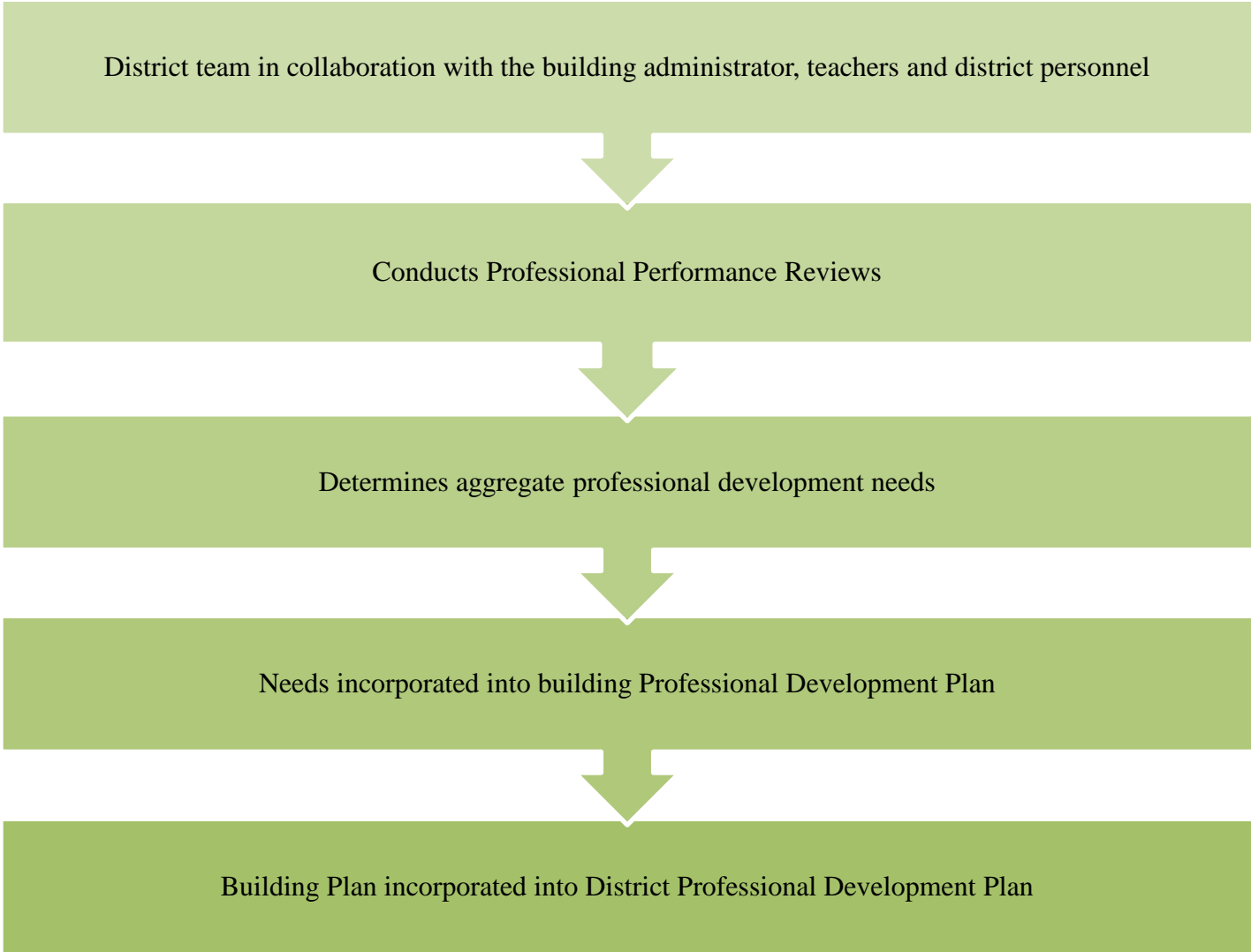
Board of Education Goals

- Goal #1 Increase achievement levels of all students.
- Goal #2 Create an environment for productive learning.
- Goal #3 Provide facilities that will promote a high level of learning.
- Goal #4 Establish consistent, open, and frequent communication within the school and its communities.
- Goal #5 All students will be treated fairly, without prejudice and be given an equal opportunity to participate in all aspects of school.

Needs/Data Analysis for Professional Development Plan

1. To insure alignment with the New York State Learning Standards, assessments and to meet the requirements of the Individuals with Disabilities Education Act, an analysis of the district results on state assessments was performed in each building. Additional data was analyzed as needed to determine root causes for areas of weakness. The analysis included the disaggregation of results to determine sub group strengths and weaknesses. This information was used by administration, building level teachers and the district professional development team to identify staff development needs.
2. Written curriculum is the basis for the articulation of the plan. Teachers have created and adopted curriculum, which is aligned with the common core learning standards and the state assessments. Content maps and curriculum maps are being created to assist in the implementation of these curricula. The PDP provides time for teachers to review curricula and student achievement data by meeting of grade level, across grade level, by departments and in interdisciplinary groups to address better ways to teach that curriculum. Technology in-service, for example, will then focus on providing teachers with the skills to teach their students how to use the hardware and to communicate their understanding of the knowledge. The Professional Development Plan has been developed and will be communicated to staff in a way that will encourage and require collaboration.
3. Annual Professional Performance Review will provide information to be considered to identify strategies and activities for staff development. Each building will consider the aggregate results of the APPR as a part of the data available to make decisions on the building's overall staff development needs. The Professional Development Planning Committee will compile the district, building, and department plans and recommend district wide staff development in areas that are identified as district wide needs or initiatives.
4. The plan encompasses one year and will be extended and revised to reflect the needs identified by student performance and staff. It reflects goals set and a process to be followed. Action plans from each building have very specific actions occurring in 2016-2017 school years and more general plans for future years. These plans will be revised each year as student achievement data is analyzed and used to evaluate the plans and the success of teaching strategies being used. A survey of needs was conducted at the end of the 2015-16 school year. This survey has informed our planning and allowed the district professional development team to effectively plan for the 2016-2017 school year. Please see the district calendar and a copy of the district wide survey.

Annual Professional Performance Review and Professional Development Plan



New Teacher Staff Development - Mentoring

Summer prior to first year:

- BOCES Harry Wong: Effective Teacher Series
- Begin The Mentoring Program
- Attend orientation

First year:

- Building level pre-tenure meetings
- Parent-teacher conference workshop
- Learning-focused strategies notebook
- Monthly meetings with mentor and district wide meetings
- Two half day professional development opportunities that correspond directly with the mentor protégé action plan
- Attend APL Level 1 workshops, sponsored by MOBOCES

Second year:

- Participation in building and district wide professional development
- Attend APL Level 2 workshops, sponsored by MOBOCES
- May attend mentoring meetings

*** Please see the Camden Central School District Mentoring Plan for more details.*

New Teacher Aide/Teacher Assistant Development –Mentoring

First Year:

- Attend One-Day Training, prior to student start day, if possible
 - *Refer to attached SAMPLE agenda*
- Mid-year update
 - *Check to see address issues/concerns and gather feedback*
- End of year reflection
 - *Meet w/administrator(s) to share how year progressed and gather feedback*

Professional Certificate Professional Development Requirements

For the 2016-2017 school year, teachers who are holders of the Professional Certificate must complete 100 hours of Continuing Teacher and Leader Education (CTLE) every five (5) years in order to maintain certification. It is the responsibility of the teacher to complete and to seek prior approval from the district for the 100 hours of professional development. The professional development must meet the guidelines set forth by the state which are:

- ❖ Subject matter content of professional development activities/experiences are clearly connected to student achievement of the NYS Learning Standards.
- ❖ Professional development activities/experiences are planned with the NYS Teacher Standards as the foundation.
- ❖ Professional development activities/experiences should respond to student achievement data including State and local assessments and School District Report Cards.
- ❖ Professional development is shaped by teacher's needs, as evidenced by such data as aggregate results of Annual Professional Performance Reviews. The professional development planning process is dynamic, reflecting teacher and student performance benchmarks of increasing rigor as skill levels are attained.
- ❖ Professional development results in a demonstrated increase in teacher knowledge and understanding, teacher skillfulness, and teacher professional values.
- ❖ Professional development activities/experiences are assessed on an on-going and continuous basis. Defensible evaluation tools/methods must be used to determine modifications to planned activities/experiences.
- ❖ Professional development is, to the greatest extent possible, site-based and connected to daily school experiences.
- ❖ Professional development enables teachers to deepen their knowledge base and remain current in their content area and instructional strategies.
- ❖ Teacher learning opportunities are clearly developed, based on effective teaching research, and involve educators in the design and implementation of such opportunities.
- ❖ A minimum of 15 hours of CTLE clock hours shall be dedicated to language acquisition addressing the needs of English language learners, including a focus on best practices for co-teaching strategies, and integrating language and content instruction for such English language learners unless NYSED grants a waiver to the district if the district has less than 5 percent (or 30) ELL students enrolled.
- ❖ For credit-bearing university or college courses, each semester-hour of credit shall equal 15 clock hours of CTLE credit. For each quarter-hour of credit shall equal 10 clock hours of CTLE credit. For all other approved continuing teacher and leader education, one CTLE credit hour shall constitute a minimum of 60 minutes of instruction/education.

Content of courses, workshops, and other professional development experiences should be directly related to:

- ❖ Enhancing teacher subject matter knowledge
- ❖ Teacher knowledge, use, and application of appropriate teaching techniques
- ❖ Broadening and enhancing teacher abilities to apply more accurate and appropriate assessment methodologies
- ❖ Enhancing teacher skills in effectively managing individual students and classroom in both heterogeneous and homogeneous settings

The District should not consider, as fulfillment of this requirement, activities that are deemed part of routine employment duties.

Staff development that is offered through the district Professional Development Plan can be included in the 100 hours.

Also, any individual staff development that is agreed upon as a result of an Annual Professional Performance Review can be counted towards the 100 hours.

Record keeping: Each teacher must retain all records of their pre-approved professional development activities, whether provided by the district or another provider. Certificates of completion MUST be in the person's "personal" (records you keep at home) records. NYSED can request an individual to send them these certificates should the need

arise to verify records submitted. The district must also maintain records of all professional development that are held in district that the teacher provides electronically through MyLearningPlan.com or in paper form.

Professional Certificate Professional Development Requirements *Effective 2016-2017*

1. Registration requirements, effective in 2016-17, for those with:
 - Teaching Certificate in the classroom teaching service
 - Teaching Assistant – Level III Certificate
 - Educational Leadership Certificate (Inc. Valid for Life Certs)

2. Must register with SED **every 5 years**
 - SED will post a registration application on its website - TEACH
 - An individual will register during the birthdate month every 5 years
 - SED will review and renew registration completed forms
 - Failure to register timely may result in late filing penalty
 - Must advise SED if not engaged in practice of the profession
 - Willful failure to register within 180 days or provide change of name/ address information within 30 days may constitute grounds for moral character review. SED will contact individuals directly via mail during the first 5 years to assist individuals with this process before any direct action is taken.

3. Continuing education, beginning in 2016-17 within 5 years:
 - Certified individuals who do not satisfy continuing teacher and leader education requirements (100 Hours) shall not practice until they have met such requirements and have been issued a registration or conditional registration certificate
 - Adjustments may be made to such requirements for specified reasons such as active duty with armed forces
 - Requirements shall not apply to those not practicing
 - Individual practicing without registration shall be subject to moral character review

4. An applicant for registration shall successfully complete a minimum of 100 hours (or more) of continuing teacher and leader education.
 - SED will issue rigorous standards for courses, programs and activities that shall qualify
 - Programs must be taken from sponsors approved by SED
 - A peer review teacher or principal serving as an independent evaluator conducting classroom observations may credit such time towards meeting the continuing education requirement

*Note: Information above provided by NYSED June 1, 2016
<http://www.highered.nysed.gov/tcert/pdf/memo06012016.pdf>*

Annsville Elementary School

Dates	Activity or Specific Plan	Presenter/Facilitator:
Sept. 6, 2016 Full day	A.M. – Opening <ul style="list-style-type: none"> • Right to know • Pre-K • P.M. – Faculty Mtg. • Check IEPs 	Presenters: District Administrators Person responsible for arrangements: District Admin/ P. Fallon
Sept. 7, 2016 Full day	A.M.– Donna Whyte: Reading - Location: McConnellsville (8:45am-12 Noon) P.M. – Ready, Set, Go...ELA, Yeah!	Presenter: A.M.- Donna Whyte P.M. – TBD/P. Fallon Person responsible for arrangements: L. Rutherford (A.M. Session) P. Fallon (P.M. Session)
Sept. 22, 2016 ½ day	P.M. - Ready, Set, Go...ELA, Yeah!	Presenter: P. Fallon/TBD Person responsible for arrangements: P. Fallon
Oct. 21, 2016 Full day	A.M. Guided Reading Refresher P.M. Interventions 101, 202, and 303	Presenter: A.M.- T. Sessler/ D. Burns P.M. - TBD Person responsible for arrangements: P. Fallon
Oct. 31, 2016 ½ day	Data Day – Are you Ready? Here we go again.	Presenter: TBD/ P. Fallon Person responsible for arrangements: P. Fallon
Feb. 8, 2017 ½ day	Refining your Skills or What’s in Your Toolbox	Presenter: TBD/ A. Runfola/ M. Dailey Person responsible for arrangements: P. Fallon
March 17, 2017 Full day	The How, When, Where of Embedding Science and Social Studies into Your Reading. Standards vs. Modules What Do I Do With Everyone Else?	Presenter: TBD/ P. Fallon Person responsible for arrangements: P. Fallon
May 19, 2017 ½ day	Where Are We? Where Are We Going?	Presenter: P. Fallon Person responsible for arrangements: P. Fallon

Camden Elementary School

Dates	Activity or Specific Plan	Presenter/Facilitator:
Sept. 6, 2016 Full day	Welcome Back PM – Faculty Meetings <ul style="list-style-type: none"> • Check IEPs 	Presenter: District Administration Person responsible for arrangements: S. Kirch
Sept. 7, 2016 Full day	A.M. – Donna Whyte: Reading (8:45am-12 Noon) Location: McConnellsville P.M. – Discuss morning presentation	Presenter: Donna Whyte Person responsible for arrangements: L. Rutherford (A.M. Session) S. Kirch (P.M. Session)
Sept. 22, 2016 ½ day	Technology Menu Google Docs Math Sites Kidbiz Brainhoney Moby Max	Presenter: M. Mecca Person responsible for arrangements: M. Mecca
Oct. 21, 2016 Full day	Building level review of Reading presentation from 9/7 develop consistent strategies across grade levels and content areas LAP/QIP meetings (if needed)	Presenter: S. Kirch Person responsible for arrangements: S. Kirch
Oct. 31, 2016 ½ day	Building level - Vertical Teams Math Standards	Presenter: J. Popple Person responsible for arrangements: S. Kirch
Feb. 8, 2017 ½ day	Technology Menu Google Docs Math Sites Kidbiz Brainhoney Moby Max	Presenter: M. Mecca Person responsible for arrangements: M. Mecca
March 17, 2017 Full day	Building needs – Writing & ELA updates and revisions	Presenter: S. Kirch Person responsible for arrangements: S. Kirch
May 19, 2017 ½ day	Building needs – Data Analysis Class lists Determine needs for 2017-18 professional development	Presenter: S. Kirch Person responsible for arrangements: S. Kirch

McConnellsville Elementary School

Dates	Activity or Specific Plan	Presenter/Facilitator:
Sept. 6, 2016 Full day	Opening Day Activities/Classroom preparations <ul style="list-style-type: none"> • Check IEPs 	Presenter: N/A Person responsible for arrangements: District Administration
Sept. 7, 2016 Full day	Donna Whyte – Reading (8:45am-12 Noon) Location: McConnellsville Guided Reading Discussion (1 pm-3:35 pm)	Presenter: Donna Whyte Person responsible for arrangements: L. Rutherford (A.M. Session) Craig Ferretti (P.M. Session)
Sept. 22, 2016 ½ day	Moby Max Webinar	Presenter: Trainer-Moby Max Person responsible for arrangements: C. Ferretti
Oct. 21, 2016 Full day	<u>Menu Day:</u> Exploring Apps for Ipods and Ipad; Write Steps Roundtable; Social Studies Framework Review by grade levels;	Presenter: Model Schools Person responsible for arrangements: C. Ferretti
Oct. 31, 2016 ½ day	Google Docs	Presenter: Model Schools Person responsible for arrangements: C. Ferretti
Feb. 8, 2017 ½ day	Data Review for reading	Presenter: C. Ferretti Person responsible for arrangements: C. Ferretti
March 17, 2017 Full day	Reading Fluency Workshop	Presenter: TBD Person responsible for arrangements: C. Ferretti
May 19, 2017 ½ day	Professional Development yearly review Needs Assessment Plan for next year	Presenter: C. Ferretti Person responsible for arrangements: C. Ferretti

CMS Math Department

Dates	Activity or Specific Plan	Presenter/Facilitator:
Sept. 6, 2016 Full day	District Meetings Faculty Meetings & Check IEPs Math Department Meeting – Check AIS class lists for accuracy – state scores)	Presenter: N/A Person responsible for arrangements: T. Keil/ D.Holstein
Sept. 7, 2016 Full day	Data Analysis of State Test – Review released state test questions including entire book 3’s this year. A.M.: Poverty Simulation	Presenter: N/A Person responsible for arrangements: T. Keil/ D.Holstein
Sept. 22, 2016 ½ day	Prepare and organize AIS materials by grade level Modify Modules and Benchmarks	Presenter: N/A Person responsible for arrangements: T. Keil/ D.Holstein
Oct. 21, 2016 Full day	Modify Modules and Benchmarks Discuss best practices within the department	Presenter: N/A Person responsible for arrangements: T. Keil/ D.Holstein
Oct. 31, 2016 ½ day	Modify Modules and Benchmarks Discuss/select computer based programs to be used for class and/or AIS Share websites/apps to support instruction	Presenter: N/A Person responsible for arrangements: T. Keil/ D.Holstein
Feb. 8, 2017 ½ day	AIMSWeb – analyze data from January test. Prepare and organize AIS materials by grade level Modify Modules and Benchmarks	Presenter: N/A Person responsible for arrangements: T. Keil/ D.Holstein
March 17, 2017 Full day	Modify Modules and Benchmarks Prepare Materials for State Assessment	Presenter: N/A Person responsible for arrangements: T. Keil/ D.Holstein
May 19, 2017 ½ day	Prepare and organize AIS materials by grade level Evaluate AIS scores from AIMSWeb and write recommendations for AIS next year. Modify Modules and Benchmarks Discussion on 2017-18 PD	Presenter: N/A Person responsible for arrangements: T. Keil/ D.Holstein

CMS ELA Department

Dates	Activity or Specific Plan	Presenter/Facilitator:
Sept. 6, 2016 Full day	A.M. - Welcome back assembly at the high school P.M. - Faculty meeting	Presenter: District Administration Person responsible for arrangements:
Sept. 7, 2016 Full day	IEP review and time to meet with SPED and AIS support. Time for grade level ELA teachers to discuss independent reading incentive program and ways to increase words read this school year. A.M.: Poverty Simulation	Presenter: N/A Person responsible for arrangements: J. Hummel/ M. Walker
Sept. 22, 2016 ½ day	Britannica Resource training with the social studies department. This training will help teachers assist students with finding research materials online.	Presenter: Britannica Representative Person responsible for arrangements: M. Brooks
Oct. 21, 2016 Full day	In the morning, we will work on modifying modules to meet the needs of SPED and AIS students. We also will be updating nonfiction articles for this unit to make sure they are current. In the afternoon, we will have a department meeting followed by time to review benchmark 1 data. Time will also be devoted to planning the annual Spelling Bee competition and word lists will be distributed. Grades 5 and 6 teachers will have time to develop and incorporate the Write Steps writing program into their lessons.	Presenter: N/A Person responsible for arrangements: J. Hummel
Oct. 31, 2016 ½ day	Google Classroom training with the social studies department. Last year we had an introduction course to Google. We are going to have a part 2 class on how to use Google Classroom with work time to put assignments online.	Presenter: Model Schools Person responsible for arrangements: J. Hummel
Feb. 8, 2017 ½ day	Benchmark 2 data will be reviewed. Also, time will be allotted for module updates. Time is needed to update nonfiction articles in the next module and make modifications to assignments for SPED and AIS students.	Presenter: J. Hummel Person responsible for arrangements: J. Hummel
March 17, 2017 Full day	Preparations will be made for the NYS assessments. Benchmark 2 data will be reviewed. Grades 7 & 8 will prepare materials for the upcoming research module. Grades 5 & 6 will spend time updating nonfiction articles, adding assignments onto Google Classroom, and modifying assignments to meet the needs of SPED and AIS students.	Presenter: N/A Person responsible for arrangements: J. Hummel
May 19, 2017 ½ day	End of year AIMSWeb & Benchmark 3 data will be reviewed. We will reflect on module lessons and make modifications and adjustments as needed to prepare for next school year. Also, time will be devoted to reviewing benchmarks and making adjustments as needed. Discussion on 2017-18 PD	Presenter: N/A Person responsible for arrangements: J. Hummel

CMS Science Department

Dates	Activity or Specific Plan	Presenter/Facilitator:
Sept. 6, 2016 Full day	Attend all opening day meetings Emergency plans/preparation/procedures, MSDS/SDS Chemical safety – meet in room 104 Get classrooms ready for first day of school	Presenter: H. Libertella Person responsible for arrangements: H. Turner
Sept. 7, 2016 Full day	Check IEPs Analyze state test data (if available) Write Draft SLO's for all required classes – room 104 if needed Update home communication – by grade level A.M.: Poverty Simulation	Presenter: N/A Person responsible for arrangements: H. Turner / M. Walker
Sept. 22, 2016 ½ day	Analyze pretest data, complete excel/sheets – by grade level Review TeenBiz articles and procedures – in room 104, then break-out to grade level	Presenter: N/A Person responsible for arrangements: H. Turner
Oct. 21, 2016 Full day	Collaborate with grade level teachers to ensure cohesiveness. Review pace, plan upcoming lessons, check supplies for upcoming laboratory experiments and explorations. – by grade level	Presenter: N/A Person responsible for arrangements: H. Turner
Oct. 31, 2016 ½ day	Review incorporation of technology into curriculum – TeenBiz, Google Classroom, apps that are grade specific, etc. – room 104, then break-out	Presenter: N/A Person responsible for arrangements: H. Turner
Feb. 8, 2017 ½ day	Collaboration on upcoming Science Fair – check supplies, collaborate on updating Google Forms for voting, revisit judging policy.	Presenter: N/A Person responsible for arrangements: H. Turner
March 17, 2017 Full day	Reflections/ feedback on Science Fair – what went well and what needs improving – room 104 Curriculum work by grade level	Presenter: N/A Person responsible for arrangements: H. Turner
May 19, 2017 ½ day	State test prep Equipment check review Supply check review Scheduling matters Discussion on 2017-18 PD	Presenter: N/A Person responsible for arrangements: H. Turner

CMS Social Studies Department

Dates	Activity or Specific Plan	Presenter/Facilitator:
Sept. 6, 2016 Full day	A.M.: Welcome Back @ Camden High School P.M.: Camden Middle School Faculty Meeting	Presenter: District Administration Person responsible for arrangements: Building Administrators
Sept. 7, 2016 Full day	A.M.: Review IEP information (Brooks, McMahon, Richards, Doran) Grades 5 &6 ELA Meeting PM: Social Studies Meeting Grades 5-8 -Discuss revising Social Studies Assessments -Implementation of NYS Social Studies Toolkit A.M.: Poverty Simulation	Presenter: M. Brooks Person responsible for arrangements: M. Brooks/ M. Walker
Sept. 22, 2016 ½ day	Presentation regarding new online resource for CMS Social Studies & ELA Department Grades 5-8 (Britannica Resource Pack) Department will work on curriculum developing Social Studies Inquiries (5-8)	Presenter: Britannica Representative Person responsible for arrangements: M. Brooks
Oct. 21, 2016 Full day	A.M.: Camden Middle School Social Studies Department (Grades 5-8) meet with Camden High School Social Studies Department P.M.: Begin Revision of Social Studies Assessment (Brooks, McMahon, Richards, Doran) Grades 5&6 work on ELA/Social Studies Curriculum	Presenter: D. Carver/M. Brooks Person responsible for arrangements: M. Brooks
Oct. 31, 2016 ½ day	Google Classroom Training II –How can Google be used in the Secondary Classroom? (Camden Middle School ELA and Social Studies Departments for grades 5-8)	Presenter: Model Schools Person responsible for arrangements: M. Brooks/ J. Hummel
Feb. 8, 2017 ½ day	Continue working on Social Studies Assessment Revisions (Grades 5-8)	Presenter: M. Brooks Person responsible for arrangements: M. Brooks
March 17, 2017 Full day	A.M.: Social Studies Department Meeting (5-8 Curriculum developing Social Studies Inquiries) P.M.: 5&6 Meet with ELA Department, 7/8 continue working on Social Studies Inquiries	Presenter: M. Brooks Person responsible for arrangements: M. Brooks/ J. Hummel
May 19, 2017 ½ day	Data Analysis Continue working on Social Studies Inquiries Discussion on 2017-18 PD	Presenter: M. Brooks Person responsible for arrangements: M. Brooks

CMS Special Education Department

Dates	Activity or Specific Plan	Presenter/Facilitator:
Sept. 6, 2016 Full day	Special Education Districtwide meeting with Tamalin Martin and Nick Pulizzi Case manager necessities – accommodation plans, IEPs/504s, classroom requirements etc. Collaborative work with teaching teams. Module scaffolding, planning and testing needs. Participation in Districtwide/Building level meetings.	Presenter: T. Martin/N. Pulizzi Person responsible for arrangements: T. Martin/N. Pulizzi
Sept. 7, 2016 Full day	8:30 – 11:30am Transition (8 th grade sped teachers will join high school sped teachers) at high school. Grades 5-7 Case management duties: IEP acknowledgements; reviewing caseload, ensuring accuracy and sharing IEPs with general education staff A.M.: Poverty Simulation	Presenter: Carol Watros (RSE-TASC) Person responsible for arrangements: T. Martin/N. Pulizzi/ M. Walker
Sept. 22, 2016 ½ day	APPR Updates (if applicable) Sped Dept. meeting: red flags/review meetings/changes Discuss sped data Meet with Regular Ed. departments/partners	Presenter: N/A Person responsible for arrangements: R. Ouellette
Oct. 21, 2016 Full day	Full day – Transition: 8 th grade SPED teachers BOCES: speaker Case manager necessities – accommodation plans, IEPs/504s, classroom requirements etc. Collaborative work with teaching teams. Module scaffolding, planning and testing needs.	Presenter: Carol Watros (RSE-TASC) Person responsible for arrangements: T. Martin/N. Pulizzi
Oct. 31, 2016 ½ day	Share best practices; reflect on courses available through BOCES for special educators; discuss goal writing	Presenter: T. Martin with BOCES support Person responsible for arrangements: T. Martin
Feb. 8, 2017 ½ day	IEP development/review what’s working/not working; discuss next year plans Collaboration and goal writing for annual review.	Presenter: N/A Person responsible for arrangements: R. Ouellette
March 17, 2017 Full day	Formulate testing groups and testing needs for State exams.	Presenter: N/A Person responsible for arrangements: R. Ouellette
May 19, 2017 ½ day	Red flags/review meetings/changes (Bring and review data) Discussion on 2017-18 PD	Presenter: N/A Person responsible for arrangements: R. Ouellette

CMS Technology

Dates	Activity or Specific Plan	Presenter/Facilitator:
Sept. 6, 2016 Full day	A.M. – Opening Day Activities P.M. - “Meet and greet” with new tech teacher and familiarize he/she with the lab layout, inventory, activities, general procedures and check IEPs	Presenter: N/A Person responsible for arrangements: B. Mitchell
Sept. 7, 2016 Full day	Budget and department chair duties. Expectations of the new tech. staff member; curriculum review, and what is going to be changed, stay the same, or implemented. A.M.: Poverty Simulation	Presenter: N/A Person responsible for arrangements: B. Mitchell/ M. Walker
Sept. 22, 2016 ½ day	Meet with high school tech department and go over the high school tech program and what is offered for college credit vs noncredit courses.	Presenter: N/A Person responsible for arrangements: B. Mitchell
Oct. 21, 2016 Full day	Visitation to either Whitesboro or New Hartford tech program.	Presenter: N/A Person responsible for arrangements: B. Mitchell
Oct. 31, 2016 ½ day	Work with new staff member on curriculum.	Presenter: Person responsible for arrangements: B. Mitchell
Feb. 8, 2017 ½ day	Per CHS Plan: Meet with High School Technology Department to discuss the district-wide STEAM initiative. Review of all information generated at district wide STEAM committee. (J. Bates and B. Mitchell are members)	Person responsible for arrangements: B. Mitchell Presenter: B. Mitchell and J. Bates Person responsible for arrangements: D. LaGatta
March 17, 2017 Full day	STEAM: meet with Ms. Mecca and evaluate where ideas are heading, room configuration review and budgeting for the STEAM Room.	Presenter: N/A Person responsible for arrangements: B. Mitchell
May 19, 2017 ½ day	Work with new tech staff member on progress of his/her tenure documents. Evaluate the year in tech and have open discussion on improvements, changes, (If necessary). Discussion on 2017-18 PD	Presenter: N/A Person responsible for arrangements: B. Mitchell

CHS Math Department

Dates	Activity or Specific Plan	Presenter/Facilitator:
Sept. 6, 2016 Full day	District meetings Faculty meeting Math department meeting to check class lists for accuracies (mainly AIS) Check IEPs	Presenter: N/A Person responsible for arrangements: District
Sept. 7, 2016 Full day	Data analysis of June and August Regents exams.	Presenter: N/A Person responsible for arrangements: S. Baker
Sept. 22, 2016 ½ day	Preparing AIS materials for Applied Algebra 1 and Algebra 1. Modify Geometry curriculum. Update/modify Algebra 2 curriculum.	Presenter: N/A Person responsible for arrangements: S. Baker
Oct. 21, 2016 Full day	Continue preparing AIS materials for Applied Algebra 1 and Algebra 1. Modify Geometry curriculum. Update/modify Algebra 2 curriculum	Presenter: N/A Person responsible for arrangements: S. Baker
Oct. 31, 2016 ½ day	Continue preparing AIS materials for Applied Algebra 1 and Algebra 1. Modify Geometry curriculum. Update/modify Algebra 2 curriculum.	Presenter: N/A Person responsible for arrangements: S. Baker
Feb. 8, 2017 ½ day	Analysis of January exams. Discuss student placements for next year.	Presenter: N/A Person responsible for arrangements: S. Baker
March 17, 2017 Full day	Continue preparing AIS materials for Applied Algebra 1 and Algebra 1. Modify Geometry curriculum. Update/modify Algebra 2 curriculum	Presenter: N/A Person responsible for arrangements: S. Baker
May 19, 2017 ½ day	Prepare for Regents review (after school review sheets and review packets for class). Discussion on 2017-18 PD	Presenter: N/A Person responsible for arrangements: S. Baker

CHS ELA Department

Dates	Activity or Specific Plan	Presenter/Facilitator:
Sept. 6, 2016 Full day	Scheduling Issues/class balancing/room and instructional preparation/ Check IEPs Information regarding clubs, writing folders, supplies, new texts, Open House	Presenter: M. Collins, M.J. Walsh Person responsible for arrangements: M. Collins, M.J. Walsh
Sept. 7, 2016 Full day	Work with inclusion partnerships and teachers on sharing students in classroom and AIS situations Revision of pre-tests from 2015-16 if needed	Presenter: Department Person responsible for arrangements: M. Collins, M.J. Walsh
Sept. 22, 2016 ½ day	Review of June 2016 exam and results Trends/grading/impact on instruction August 2016 Exam—what observations can be made about this exam as it rolls out each year?	Presenter: Department Person responsible for arrangements: M. Collins, M.J. Walsh
Oct. 21, 2016 Full day	Reporting out from those who attended SU Summer Courses on writing. What was learned and how has it impacted writing instruction? Look at ELA 12 classes. Are we comfortable with the rigor of reading and writing?	Presenter: K. Carpenter/ C. Dombrowski/M. Hayes Person responsible for arrangements: M. Collins, M.J. Walsh
Oct. 31, 2016 ½ day	Research process at levels 9-11. How do we expect student skills to scaffold through those years? Are the research modules adequate?	Presenter: Department Person responsible for arrangements: M. Collins, M.J. Walsh
Feb. 8, 2017 ½ day	Review of January 2017 Exam and subsequent data. Are AIS labs meeting the needs of senior students? How consistent is the exam? The rubrics? The anchor papers. Are the module lessons we've adapted meeting the skill set required?	Presenter: Department Person responsible for arrangements: M. Collins, M.J. Walsh
March 17, 2017 Full day	Grade level conversations on curriculum, and follow up to Summer 2016 curriculum writing for Project Advance and AIS. Will additional work be necessary? Will curriculum writing be beneficial for other levels?	Presenter: Department Person responsible for arrangements: M. Collins, M.J. Walsh
May 19, 2017 ½ day	Preparation for testing for June 2017 Grading of post-tests if already administered for 9, 10, AIS and Theatre if needed. Discussion on 2017-18 PD	Presenter: Department Person responsible for arrangements: M. Collins, M.J. Walsh

CHS Science Department

Dates	Activity or Specific Plan	Presenter/ Facilitator:										
Sept. 6, 2016 Full day	Attend opening day meetings (District, building, & departmental level) Prepare for Open House Update Communication Outlines Analyze COGNOS data from June 2016 Regents Exam results in all four content areas: Living Environment, Earth Science, Chemistry, and Physics. Collaborate with science subspecialties to generate common objectives/goals for the school year in the science specific area. Check IEPs	Presenter: N/A Person responsible for arrangements: C. Buckingham COGNOS Data will be requested from H. Wieland.										
Sept. 7, 2016 Full day	Annual Safety in the Science Classroom Training Retrieve written lab materials, chemicals, and laboratory equipment out of storage and check for safety. Collaboration between college level science instructors about goals, objectives, expectations, etc. of their students. Collaborate amongst Science subspecialties: - Plan initial lab schedule. - Discuss any changes to pacing of materials from 2015-2016. Will meet in Room 248 as an entire department to start day and safety training, then will go to respective classrooms to collaborate within mini-departments.	Presenter: H. Libertella Person responsible for arrangements: C. Buckingham										
Sept. 22, 2016 ½ day	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; padding: 5px;">Chemistry:</td> <td style="padding: 5px;"> Analyze pretest data. Complete required data sheet showing student names & scores on pretest. Finalize SLO's for all required classes if needed. Meet in Room 627. Discussion on 2017-18 PD </td> </tr> <tr> <td style="padding: 5px;">Earth Science:</td> <td style="padding: 5px;"> Analyze pretest data. Complete EXCEL sheet for pretest data. Finalize SLO's for all required classes if needed. Meet in room 248 Discussion on 2017-18 PD </td> </tr> <tr> <td style="padding: 5px;">Living Environment:</td> <td style="padding: 5px;"> Analyze pretest data. Format laboratory procedures for students. Finalize SLO's for all required classes if needed. Meet in room 238 Discussion on 2017-18 PD </td> </tr> <tr> <td style="padding: 5px;">Physics:</td> <td style="padding: 5px;"> Analyze Pre-Test Data. Finalize SLO's for all required classes if needed. Meet in Room 249 Discussion on 2017-18 PD </td> </tr> <tr> <td style="padding: 5px;">The Plan B for all 4 content areas</td> <td style="padding: 5px;"> Review laboratory experiments to ensure directly correlated to the NYS Curriculum and make any necessary adjustments and/or improvements Discussion on 2017-18 PD </td> </tr> </table>	Chemistry:	Analyze pretest data. Complete required data sheet showing student names & scores on pretest. Finalize SLO's for all required classes if needed. Meet in Room 627. Discussion on 2017-18 PD	Earth Science:	Analyze pretest data. Complete EXCEL sheet for pretest data. Finalize SLO's for all required classes if needed. Meet in room 248 Discussion on 2017-18 PD	Living Environment:	Analyze pretest data. Format laboratory procedures for students. Finalize SLO's for all required classes if needed. Meet in room 238 Discussion on 2017-18 PD	Physics:	Analyze Pre-Test Data. Finalize SLO's for all required classes if needed. Meet in Room 249 Discussion on 2017-18 PD	The Plan B for all 4 content areas	Review laboratory experiments to ensure directly correlated to the NYS Curriculum and make any necessary adjustments and/or improvements Discussion on 2017-18 PD	Presenter: N/A Person responsible for arrangements: C. Buckingham
Chemistry:	Analyze pretest data. Complete required data sheet showing student names & scores on pretest. Finalize SLO's for all required classes if needed. Meet in Room 627. Discussion on 2017-18 PD											
Earth Science:	Analyze pretest data. Complete EXCEL sheet for pretest data. Finalize SLO's for all required classes if needed. Meet in room 248 Discussion on 2017-18 PD											
Living Environment:	Analyze pretest data. Format laboratory procedures for students. Finalize SLO's for all required classes if needed. Meet in room 238 Discussion on 2017-18 PD											
Physics:	Analyze Pre-Test Data. Finalize SLO's for all required classes if needed. Meet in Room 249 Discussion on 2017-18 PD											
The Plan B for all 4 content areas	Review laboratory experiments to ensure directly correlated to the NYS Curriculum and make any necessary adjustments and/or improvements Discussion on 2017-18 PD											

Dates	Activity or Specific Plan		Presenter/ Facilitator:
Oct. 21, 2016 Full day	Chemistry:	Collaborate with all chemistry laboratory teachers to ensure that all instructors are on pace. Collaborate with all chemistry laboratory instructors as a schedule/outline is formed for the next few months of school. Review safety measures for all experiments. Meet in room 629.	Presenter: N/A Person responsible for arrangements: C. Buckingham COGNOS Data will be requested from H. Wieland in advance.
	Earth Science:	Using COGNOS data, complete data analysis of June 2016 Regents Exam. Compare and contrast June 2016 Earth Science Regents Exam to June 2015 Earth Science Regents Exam using data analysis. Collaborate to discuss lab pacing and schedule. Meet in room 247	
	Living Environment:	Updating/Diversification of laboratory activities to challenge all freshmen students (advanced, regular, & 15:1). Continuing to add hands on inquiry based activities such as the bacterial transformation lab for implementation. Meet in room 235	
	Physics:	Identify target areas for additional focus or alternate methods based on trends in Regents Exam Data Analysis. Meet in room 249	
Oct. 31, 2016 ½ day	Chemistry:	Collaborate with chemistry regents lecture instructors to utilize more technology in the classrooms by creating more Castle Learning assignments and Empower 3000 so that it can be implemented with instruction in the classroom setting. Meet in Room 627.	Presenter: N/A Person responsible for arrangements: C. Buckingham
	Earth Science:	Review lab program based on data analysis. Discuss adding a lab or revising 1or 2 labs based on review of lab program. Discuss the benefits of Empower 3000. Collaborate with the Living Environment teachers; especially Mr. Wilson. Meet in room 248	
	Living Environment:	Incorporate more online HW and review assignments through Castle Learning and Empower. Try to incorporate Google classroom into laboratory reports. Meet in room 239	
	Physics:	Make changed to assignments & teaching materials to address weakness found from analysis of Regents Exam Data. Meet in Rm 249	

Dates	Activity or Specific Plan		Presenter/ Facilitator:
Feb. 8, 2017 ½ day	Chemistry:	Collaborate with chemistry lab instructors to discuss lab pacing and schedule. Review where we have been, where we are at, and where we need to be with our chemistry lab students. Continue to collaborate with chemistry lecture teachers to implement Castle Learning and Empower 3000 assignments with our students. Meet in room 629.	Presenter: N/A Person responsible for arrangements: C. Buckingham
	Earth Science:	Examine how the (anticipated) new NYS science standards including three dimensional approaches of the NGSS/NYSSLS will affect Regents Earth Science Course Curriculum. Erin plans to go to STANYS 11/5-11/7/16 and will be bringing back information from the conference. Verify and update websites for hurricane, earthquake, relative age dating and moon phases for continued lab usage. Collaborate to discuss lab pacing and schedule. Meet in room 247	
	Living Environment:	Updating/Diversification of laboratory activities to challenge all freshmen students (advanced, regular, & 15:1). Use of technology in the classroom. Assign lab minutes to the 2016/17 lab program. Collaborate to discuss lab pacing and schedule. Meet in room 238	
	Physics:	Continue to enhance lab curriculum with online simulations, lab activities, and mini-labs. Meet in room 249	

Dates	Activity or Specific Plan		Presenter/ Facilitator:
March 17, 2017 Full day	Chemistry:	Collaborate to discuss lab pacing and schedule. Analyze marking period cumulative tests results and identify area(s) where students are lacking understanding. Start creating hands-on activities that will help students scaffold within the learning process so that each and every student can reach their full potential. Meet in room 627.	Presenter: N/A Person responsible for arrangements: C. Buckingham
	Earth Science:	Review Earth Science Lab program to relate to how the (anticipated) new NYS science standards including three dimensional approaches of the NGSS/NYSLS should be integrated into existing program or how lab program will need adapted. Collaborate to discuss lab pacing and schedule. Meet in room 248	
	Living Environment:	Coordinate a common curriculum for all special education living environment classes, including the 12:1:1 lite class. Collaborate to discuss lab pacing and schedule. Meet in room 235	
	Physics:	Prepare Regents review materials by creating mimio vote presentation and guided review packet. Meet in room 249	
May 19, 2017 ½ day	Chemistry:	Collaboration will continue to work on regents review hands-on activities that will allow students to have a clearer understanding of the chemistry content for the Chemistry Regents Exam. Meet in room 629.	Presenter: N/A Person responsible for arrangements: C. Buckingham
	Earth Science:	Collaborate to discuss ES part D schedule and check performance test materials. Prepare for regents review. Continue to modify and revise lab program for the (anticipated) new NYS science standards. Meet in room 247	
	Living Environment:	Prepare for regents review. Create online assessments on human impact, ecology, immunology, reproduction, and genetics. Meet in room 239	
	Physics:	Develop a complete plan for Physics Olympics classroom competition. Prepare for regents review. Meet in room 249	

CHS Social Studies Department

Dates	Activity or Specific Plan	Presenter/Facilitator:
Sept. 6, 2016 Full day	District Program 8:00-10:00AM Department Meeting 10:00-11:30AM Lunch 12:00-1:00PM Prepare for Open House 1:00-2:00PM Flex/Right To Know Meeting 2-3:15PM	Presenter: District/Department Person responsible for arrangements: D. Carver
Sept. 7, 2016 Full day	Faculty Meeting 8:00-9:00AM 9:00-12:00AM Goal Setting 1: Teachers will analyze their performance in the 2015-16 School Year. (What went well/poorly?) Goal Setting 2: They will then set goals for the 2016-17 School Year (1:00-3:00)	Presenter: Mrs. Wieland/Department Person responsible for arrangements: D. Carver
Sept. 22, 2016 ½ day	Grade Level Meetings – 9 th , 10 th , and 11 th grade teachers will meet separately to plan for the changes to the Social Studies Curriculum. Department Meeting – 2:30 – Meet to discuss results of meetings.	Presenter: Department Person responsible for arrangements: D. Carver
Oct. 21, 2016 Full day	AM - Meet with Middle School Social Studies Department to discuss the new framework and changes to the Social Studies Curriculum. PM – Return to HS to analyze the morning meeting with Middle School Teachers.	Presenter: MS/HS Social Studies Department Person responsible for arrangements: D. Carver
Oct. 31, 2016 ½ day	Individual teachers will use given materials from NYS to develop lessons which prepare students for the new regents assessments. Department Meeting 2:30 – Share lessons which were worked on.	Presenter: Department Person responsible for arrangements: D. Carver
Feb. 8, 2017 ½ day	Department Meeting - Discussion and plans for AIS Program in Social Studies. How will this program be affected by changes to SS Curriculum?	Presenter: Department Person responsible for arrangements: D. Carver
March 17, 2017 Full day	AM – Look at Stimulus Based Multiple Choice, and Constructed Response Sections of the new test. PM – How to write an Enduring Issues Essay on the new test.	Presenter: Department Person responsible for arrangements: D. Carver
May 19, 2017 ½ day	2016-17 Summary – Teachers will reflect on this past year. Teachers will analyze State Assessment Data, reflect on positives and negatives for the year. Department Meeting 2:30 – Group discussion of the events of the year. Discussion on 2017-18 PD	Presenter: Department Person responsible for arrangements: D. Carver

CHS Special Education Department

Dates	Activity or Specific Plan	Presenter/Facilitator:
Sept. 6, 2016 Full day	District driven calendar. Special Education Meeting with Tamalin/Nick Open House preparations: prepare support materials for parents, develop short survey for parents for open house, prepare SPED materials for success in high school for students with disabilities	Presenter: N/A Person responsible for arrangements:
Sept. 7, 2016 Full day	HS Sped dept.: AM: Transition Training PM: Case Management/Set up meetings with specialists/SBET calendar with 6 week reviews/ check IEPs & schedules/ scheduling issues/ intakes Meet with regular education departments/partners	Presenter: Carol Watros Person responsible for arrangements: B. Bernabe/ T. Holmes
Sept. 22, 2016 ½ day	APPR Updates (if applicable) HS Sped dept.: Red Flags/ review meetings/ changes 12:1:1/15:1 lite – curriculum/scheduling/problem solving Meet with regular ed. departments/partners	Presenter: N/A Person responsible for arrangements: B. Bernabe/ T. Holmes
Oct. 21, 2016 Full day	BOCES speaker if applicable. HS Sped dept.: January exams/transcripts Meet with regular ed. department/partners	Presenter: N/A Person responsible for arrangements: B. Bernabe/ T. Holmes
Oct. 31, 2016 ½ day	HS Sped dept.: Upcoming Senior reviews – what is needed... CDOS students graduating? Seniors – first CC affected class – passing rates for ELA/Algebra – impending graduation rates? Meet with regular ed. department/partners	Presenter: N/A Person responsible for arrangements: B. Bernabe/ T. Holmes
Feb. 8, 2017 ½ day	HS Sped dept.: IEP development/next year’s plans/courses/life skills/resource #s Meet with regular ed. department/partners	Presenter: N/A Person responsible for arrangements: B. Bernabe/ T. Holmes
March 17, 2017 Full day	BOCES speaker if applicable. HS Sped dept.: June exams/transcripts/ review Jan exams CDOS tracking in online system/new developments/graduation requirements Meet with regular ed. department/partners	Presenter: N/A Person responsible for arrangements: B. Bernabe/ T. Holmes
May 19, 2017 ½ day	HS Sped dept.: Finalizing exams/groupings Meet with regular ed. department/partners Discussion on 2017-18 PD	Presenter: N/A Person responsible for arrangements: B. Bernabe/ T. Holmes

CHS Business Department

Dates	Activity or Specific Plan	Presenter/Facilitator:
Sept. 6, 2016 Full day	Prepare presentation for Open House Update bulletin boards to reflect current curriculum and increase student awareness of business classes. Check IEPs	Presenter: N/A Person responsible: K. Myatt
Sept. 7, 2016 Full day	Align/Update Course of Study Guides with Curriculum Maps Explore and implement Achieve 3000 software strategies within our classes Building-wide Faculty Meeting	Presenter: N/A Person responsible: K. Myatt
Sept. 22, 2016 ½ day	Break down end-of-the year grades from 2015-2016 school year, then by each marking period and then each unit.	Presenter: N/A Person responsible: K. Myatt
Oct. 21, 2016 Full day	Analyze data from post-tests from each class if needed. Create prep materials for first semester final exams.	Presenter: N/A Person responsible: K. Myatt
Oct. 31, 2016 ½ day	Determine strong and weak areas of student achievement within each class. Examine course enrollment numbers and discuss effective strategies to captivate students' learning.	Presenter: N/A Person responsible: K. Myatt
Feb. 8, 2017 ½ day	Analyze content, presentation and teaching methods that may affect student achievement/outcomes.	Presenter: N/A Person responsible: K. Myatt
March 17, 2017 Full day	Collect and organize course enrollment numbers for CTED's database. Create prep materials for second semester final exams.	Presenter: N/A Person responsible: K. Myatt
May 19, 2017 ½ day	Practice reflective strategies to wrap up the school year and build on. Develop PDP for next year 2017-18	Presenter: N/A Person responsible: K. Myatt

CHS Technology

Dates	Activity or Specific Plan	Presenter/Facilitator:
Sept. 6, 2016 Full day	Department meeting including review of budget Numbers and fiscal deadlines for spending. Preparation for Open House and students Check IEPs	Presenter: N/A Person responsible for arrangements: D. LaGatta
Sept. 7, 2016 Full day	Review data from June 2016 post assessment & how each examination affected individual SLO's. Discuss edits, additions and deletions to each post assessment. Review changes to the "new APPR" (if applicable)	Presenter: Person responsible for arrangements: D. LaGatta
Sept. 22, 2016 ½ day	If SLO's are required, development SLO's for the 2016-2017 incorporating student baseline data when complete. If SLO's are not required, continue to review new APPR requirements for the 16-17 school year. Meet with Middle School Tech Dept. to discuss MVCC programs and assistance MS can provide in steering students toward the program.	Presenter: N/A Person responsible for arrangements: D. LaGatta
Oct. 21, 2016 Full day	TBD based on regional menu and requirements and Updates to APPR (if applicable)	Presenter: N/A Person responsible for arrangements:
Oct. 31, 2016 ½ day	Discussion on how increasing Literacy can improve Student performance. Introduce Achieve 3000. Aaron Fiorini guest presenter.	Presenter: Aaron Fiorini Person responsible for arrangements: D. LaGatta
Feb. 8, 2017 ½ day	Meet with Middle School Technology Department to discuss the district-wide STEAM initiative. Review of all information generated at district wide STEAM committee. (J. Bates and B. Mitchell are members)	Presenter: B. Mitchell/ J. Bates Person responsible for arrangements: D. LaGatta
March 17, 2017 Full day	Tour of NY Air Brake, Engineering Department, Watertown, NY. Keith Perry contact.	Presenter: Keith Perry Person responsible for arrangements: D. LaGatta
May 19, 2017 ½ day	Prepare for DDP post-test and other half year, (Second semester) courses. Budget wrap up. Discussion on 2017-18 PD	Presenter: N/A Person responsible for arrangements: D. LaGatta

District Wide Art

Dates	Activity or Specific Plan	Presenter/Facilitator:
Sept. 6, 2016 Full day	A.M. Welcome & Opening Day Activities P.M. - Prep classrooms, meet if need comes up: Check IEPs	Presenter: N/A Person responsible for arrangements: J. Steria
Sept. 7, 2016 Full day	Introduce .4 teacher Discussion on art curriculum Art Show-check out new venue STEAM Assessment review	Presenter: N/A Person responsible for arrangements: J. Steria
Sept. 22, 2016 ½ day	Share STEAM lesson Curriculum review	Presenter: N/A Person responsible for arrangements: J. Steria
Oct. 21, 2016 Full day	Art Professional Learning Communities review, discuss and share past and upcoming, including new Art Standards Best practices- share	Presenter: N/A Person responsible for arrangements: J. Steria
Oct. 31, 2016 ½ day	Discussion on student art display (format, procedures & organization)	Presenter: N/A Person responsible for arrangements: J. Steria
Feb. 8, 2017 ½ day	Scholastic Art Show at Onondaga Community College	Presenter: N/A Person responsible for arrangements: J. Steria
March 17, 2017 Full day	Annsville Art Show- help with SLO progress and assistance, if needed	Presenter: N/A Person responsible for arrangements: J. Steria
May 19, 2017 ½ day	Year in review- changes and goal setting Discussion on 2017-18 PD	Presenter: N/A Person responsible for arrangements: J. Steria

District Wide Foreign Language 7-12

Dates	Activity or Specific Plan	Presenter/Facilitator:
Sept. 6, 2016 Full day	A.M. Welcome & Opening Day Activities P.M. - District wide meeting, prepare for 2016-2017 school year; Check IEPs	Presenter: Department Person responsible for arrangements: N/A
Sept. 7, 2016 Full day	Review changes to curriculum Analyze data Review assessments and rosters and discuss possible changes	Presenter: Department Person responsible for arrangements: K. Doran
Sept. 22, 2016 ½ day	APPR updates (if applicable) *If no updates, we will discuss the initial results of the changes made to curriculum at both levels and determine whether any adjustments need to be made for the school year.	Presenter: Administration Person responsible for arrangements: K. Doran
Oct. 21, 2016 Full day	BOCES presenter Plan B: Technology – share apps, websites, osmo, and other ways to include technology	Presenter: Department Person responsible for arrangements: K. Doran
Oct. 31, 2016 ½ day	Technology, share apps, websites, osmo, and other ways to include technology. *If this is done on 10/21 we plan to develop materials that we can use in our classroom based on what was done on 10/21	Presenter: Department Person responsible for arrangements: K. Doran
Feb. 8, 2017 ½ day	Share best practices, meet with teachers from other districts (Sandy Creek)	Presenter: Department Person responsible for arrangements: K. Doran
March 17, 2017 Full day	BOCES presenter Plan B: Share best practices with teachers from other districts (Sandy Creek) *If this was done on 2/8 we will likely meet as a department and share how we have implemented the activities and practices from 2/8	Presenter: Department Person responsible for arrangements: K. Doran
May 19, 2017 ½ day	Plan for the 2017-2018 school year. Discussion on PD 2017-18 PD	Presenter: Department Person responsible for arrangements: K. Doran

District Wide Guidance & Counseling Department

Dates	Activity or Specific Plan	Presenter/Facilitator:
Sept. 6, 2016 Full day	A.M. Welcome & Opening Day Activities P.M. K-12 – Department Meeting	Presenter: N/A Person responsible for arrangements: C. Kio/C. Haggerty
Sept. 7, 2016 Full day	Elementary: Transition Planning; Collaboration Secondary: Opening activities A.M.: Poverty Simulation	Presenter: N/A Person responsible for arrangements: C. Kio/C. Haggerty
Sept. 22, 2016 ½ day	K-12 –district crisis plan review with school psychologists	Presenter: N/A Person responsible for arrangements: C. Kio/C. Haggerty
Oct. 21, 2016 Full day	Elementary: Career Fair CMS: Career Activities CHS: New FAFSA, graduation pathways	Presenter: N/A P Person responsible for arrangements: C. Kio/C. Haggerty/MS dept.
Oct. 31, 2016 ½ day	In-House Speaker (TBD) for entire K-12 Dept.	Presenter: TBD Person responsible for arrangements: C. Kio/C. Haggerty
Feb. 8, 2017 ½ day	Elementary: Discussion about Classroom Activities CMS: Reflections & feedback on Master Schedule/Assessments CHS: Review of final GPA's/top 10 & Mid-year transcripts	Presenter: N/A Person responsible for arrangements: C. Kio/ C. Haggerty/MS dept.
March 17, 2017 Full day	K-12 – area conference	Presenter: N/A Person responsible for arrangements: individual counselors/social workers
May 19, 2017 ½ day	Elementary: Reflection and feedback on transitions, Classroom activity reviews, and career fair review CMS: Discussion on transition/end of year activities CHS: Discussion and activating involving Class Night Discussion on PD 2017-18 PD	Presenter: N/A Person responsible for arrangements: C. Kio/C. Haggerty/MS Dept.

District Wide Health & Physical Education

Date	Activity or Specific Plan	Presenter/Facilitator:
Sept. 6, 2016 Full day	Opening day district meetings Building specific meetings ,initiatives K-12 Fall department meeting 2016-2017 new staff, initiatives, outlook, plans, etc... SLO update/ APPR Update (if applicable) NYS AHPERD Conference attendance Curriculum- changes necessary? Common Core activities updated? New conference initiatives updated? PDP for 2016-2017 Current status of 5-12 grading policy- changes necessary?- ***CMS concerns Address elementary shared equipment schedule ***Select elementary track meet dates	Presenter: N/A Person responsible for arrangements: K. Wilson
Sept. 7, 2016 Full day	Review of all IEPs for SWD (some teachers have 50-70 IEPs to review) Finalize first week of activities (many co-teaching situations, so staff will have time to plan accordingly). Data Analysis (Assessments, SLO, etc.) Staff will review, update SLO tests as necessary P.M. for CHS: Staff discussion on PowerPoint presentation for parents CMS: A.M. Poverty Simulation	Person responsible for arrangements: K. Wilson
Sept. 22, 2016 ½ day 5-12 PE (12-3:15) K-4 PE (1-3:35)	POSSIBLE K-12 PE MEETING If meeting is not held, staff will finalize SLO pre-tests (copies, computer availability, etc...) if applicable Address necessary changes to Curriculum for 1 st marking period Grading policy- finalize marking period assessments (9-12) Level specific discussion *Work that is not completed will be continue on 10/21	Presenter: N/A Person responsible for arrangements: K. Wilson
Oct. 21, 2016 Full day	Wrap up from 9/22 Building specific initiatives, trainings etc. Data analysis of SLO (2016-2017) if necessary Changes to curriculum, instruction, etc. Level specific discussions if necessary	Presenter: N/A Person responsible for arrangements: K. Wilson

<p>Oct. 31, 2016 ½ day 5-12 PE (12-3:15) K-4 PE (1-3:35)</p>	<p>Review of initiatives development on Sept. 7. Continue follow up plan from Sept. 7 Possible level specific PE meeting Building specific initiatives if needed.</p>	<p>Presenter: N/A Person responsible for arrangements: K. Wilson</p>
<p>Feb. 8, 2017 ½ day 5-12 PE (12-3:15) K-4 PE (1-3:35)</p>	<p>Review of initiatives development on Oct. 31 Continue follow up plan from Oct. 31 Possible level specific PE meeting Building specific initiatives if needed.</p>	<p>Presenter: N/A Person responsible for arrangements: K. Wilson</p>
<p>March 17, 2017 Full day</p>	<p>Spring K-12 department meeting Review of trainings, policy changes etc. Staff attending conferences will share info, data, lessons, best practices, etc. 2016-17 PDP wrap up 2017-18 PE PDP needs, budget needs, scheduling concerns Misc. PE information</p>	<p>Presenter: N/A Person responsible for arrangements: K. Wilson</p>
<p>May 19, 2017 ½ day 5-12 PE (12-3:15) K-4 PE (1-3:35)</p>	<p>Discussion on grades 3 and 4 Finalize track and field information CMS- Finalize track and field info and pubescence presentation CMS & CHS Compute SLO with post assessment data- if necessary Analyze student performance Discussion on 2017-18 PD</p>	<p>Presenter: N/A Person responsible for arrangements: K. Wilson</p>

District Wide Library Media

Dates	Activity or Specific Plan	Presenter/Facilitator:
Sept. 6, 2016 Full day	A.M. Welcome & Opening Day Activities Short meeting of Library Media Staff for beginning of year update. Library staff to update individual library websites for new year. Discussion of progress in summer curriculum mapping project. P.M. – Check IEPs	Presenter: J. Bloomquist Person responsible for arrangements: J. Bloomquist Presenter: J. Bloomquist
Sept. 7, 2016 Full day	Building driven for most of day. Library staff to contact SLS and LAS with problems after checking individual building database access, OPAC student and new materials records. Library staff to submit copies of library schedules to department head. K-4 to submit grade levels for APPR testing (if applicable); update grade level tests. CMS: A.M. Poverty Simulation	Presenter: N/A Person responsible for arrangements: Bldg. Principal according to assignment
Sept. 22, 2016 ½ day	BOCES—SLS Workshop.	P Presenter: Diana Wendell Person responsible for arrangements: J. Bloomquist
Oct. 21, 2016 Full day	BOCES menu driven plan Alternate: Story-telling with infused technology	Presenter: M. Brost/S. DeLosh Person responsible for arrangements: J. Bloomquist
Oct. 31, 2016 ½ day	K-6 Curriculum planning HS: Carriage House Museum tour	Presenter: N/A Person responsible for arrangements: J. Bloomquist
Feb. 8, 2017 ½ day	K-6 Curriculum planning; K-4 SLO grade level test updates HS: MVCC Rome tour: “Bridging the Gap”	Presenter: N/A Person responsible for arrangements: J. Bloomquist
March 17, 2017 Full day	BOCES menu driven plan Alternate: BOCES SLS Librarians/Assistants Workshop	Presenter: N/A Person responsible for arrangements: J. Bloomquist
May 19, 2017 ½ day	Inventory Review, EOY summary Planning/discussion on 2017-18 PD	Presenter: B. French (LAS) Person responsible for arrangements: J. Bloomquist

District Wide Music

Dates	Activity or Specific Plan	Presenter/Facilitator:
Sept. 6, 2016 Full day	Classroom preparation, and update school website information for the school year <i>National Association for Music education</i> items and public awareness for dept. events. New York State School Music Association templates for press All classrooms will be ready for the school year Websites will be updated: Check IEPs	Presenter: N/A Person responsible for arrangements: M. Donaleski
Sept. 7, 2016 Full day	Introduction of plans Budget Planning for festivals and meetings for Madison County Music Educators Association Expectations for the year will be outlined Websites will be updated to reflect personnel changes and program adjustments CMS: A.M. Poverty Simulation	Presenter: N/A Person responsible for arrangements: M. Donaleski
Sept. 22, 2016 ½ day	Share exemplary lesson plans per content area focusing on general music and performance groups New ideas and effective teaching strategies will be used in performance and general music classrooms	Presenter: N/A Person responsible for arrangements: M. Donaleski
Oct. 21, 2016 Full day	Madison County Music Educators Association workshop with various sessions including: Instrument repair/maintenance, reading sessions, keynote speaker	Presenter: N/A Person responsible for arrangements: M. Donaleski
Oct. 31, 2016 ½ day	Online music applications Madison County Music Educators Association festival plan General department meeting	Presenter: Person responsible for arrangements: M. Donaleski
Feb. 8, 2017 ½ day	General department meeting All county names, festival fees, and NYSSMA names to be submitted before February break	Presenter: N/A Person responsible for arrangements: M. Donaleski
March 17, 2017 Full day	Using the online calendar, members of the department will set calendar dates for next year for all New York State School Music Association festivals, all-county functions, fundraisers, concerts, musical, and field trips. A calendar of events will be submitted to all buildings to be posted on their respective calendars as well as the district calendar. Digital recording devices, online subscriptions, iPad apps	Presenter: TBD Person responsible for arrangements: M. Donaleski
May 19, 2017 ½ day	The music department will determine and set goals for the 2016-2017 school year A clear set of goals will be outlined in a plan created by the whole department & discussion on 2017-18 PD	Presenter: N/A Person responsible for arrangements: M. Donaleski

District Wide Teacher Aides & Assistants

Dates:	Activity or Specific Plan	Presenter/Facilitator:
Sept. 6, 2016 Full day	District Meeting with Superintendent Special Education District Wide Mtg. Building meetings with staff	Presenter: T. Martin/ N. Pulizzi Person responsible for arrangements: Bldg. Admin. per TA & Aides Assignments
Sept. 7, 2016 Full day	Special Education offering: Epilepsy refresher/Concussion/TBI workshop Special Education Department meetings Case Managers to review/ confirm caseload, review IEP's, share information with teachers/pertinent folks, etc. CMS: A.M. Poverty Simulation	Presenter: Epilepsy Center/ TBD Person responsible for arrangements: Bldg. Admin. per TA & Aides Assignments
Sept. 22, 2016 ½ day	Special Education offering: Cleartrack Refresher (1 hour) APPR updates and SLOs (if applicable)	Presenter: D. Durante Person responsible for arrangements: Bldg. Admin. per TA & Aides Assignments
Oct. 21, 2016 Full day	Informational Text Sessions (1 in the morning; 1 in the afternoon) Strategies for Behavior Audiology workshop with Ann Marie Martin Library and electronic Resources: Elementary librarians + elementary special education teachers/ assistants/ aides (1 hour) Library and electronic Resources: Middle / high school librarians + middle/ high school special education teachers/ assistants/ aides	Presenter: N/A Person responsible for arrangements: Bldg. Admin. per TA & Aides Assignments
Oct. 31, 2016 ½ day	Follow up with online PD through special education Middle school – Informational text- follow-up	Presenter: N/A Person responsible for arrangements: Bldg. Admin. per TA & Aides Assignments
Feb. 8, 2017 ½ day	Elementary/ Middle School- Grade level module work	Presenter: N/A Person responsible for arrangements: Bldg. Admin. per TA & Aides Assignments
March 17, 2017 Full day	BOCES Regional Menu day: TBD Continue follow up with online PD through special education from Oct. 31	Presenter: N/A Person responsible for arrangements: Bldg. Admin. per TA & Aides Assignments
May 19, 2017 ½ day	Continue follow up with online PD through special education from March 17	Presenter: N/A Person responsible for arrangements: Bldg. Admin. per TA & Aides Assignments

