

South Shore Educational Collaborative

An Educational Collaborative Serving

Braintree/Cohasset/Hingham/Hull/Marshfield/Norwell/Quincy/Randolph/Scituate/Weymouth

90 Industrial Park Road, Hingham, MA 02043-4368

781-749-7518 TTY/FAX 781-740-0784 / email @ssec.org

To: Professional Development Council, High School Alliance members and Principals

From: Henry Perrin, Executive Director South Shore Educational Collaborative

Date: May 15, 2010

Subject: **RBT Course- Observing and Analyzing Teaching**

The SSEC will sponsor an RBT course for administrators. This is an RBT training program entitled "Observing and Analyzing Teaching (OAT-1). The instructor will be Ken Chapman.

This is a practical, field-tested course which will focus on the work that teacher leaders, supervisors and evaluators do to support and sustain high quality teaching. The course will use study of the knowledge base on teaching, current articles, video tapes of classroom practice, analysis of artifacts, role plays, collegial consultation and feedback, practice exercises, and on-site performance assessment to build the administrator's capacity to identify what makes a difference to students and their learning.

Participants will examine and use both a common language and concept system and a range of instructional leadership skills:

- To name, explain and document what expert instructors know and are able to do in a range of performance areas from basic classroom management to planning standards-based lessons and assessments.
- To write effectively about moves, practices, and decisions that impact student learning.
- To provide standards-based feedback and productive collegial conferences about teaching practice to stimulate reflection and growth.
- To use an array of data sources to determine whether – and how- teaching performance meets state and/or local standards.

The course will take place at the SSEC in Hingham. There will be four days in the summer, **August 16th through August 19th, and three follow-up days in the fall: Thursday, October 7th, Thursday October 28th, and Tuesday December 7th.**

Hours: 8:30 a.m. – 3:30 p.m. The cost is \$1,100.00/person, Includes light refreshments in the morning and lunch.

Materials are also included in this cost. The training will be limited to 30 persons. If interested, please complete and return the attached registration form on or before Wednesday June 30, 2010.

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RBT, Observing and Analyzing Teaching

Dates: Monday – Thursday; August 16th through August 19th, 2010

Three additional dates in the Fall: Thursday, October 7th, Thursday, October 28th, and Tuesday, December 7th

Hours: 8:30 a.m. – 3:30p.m.

Cost: \$1,100.00 per participant – Includes light refreshments in the morning and lunch. Materials are also included in this cost.

Upon completion of the course, 3 graduate credits are available from Fitchburg State College for \$255. Payment will be made directly to Fitchburg. Information about this will be given on day one.

Name _____ School District _____

Name & Address of School _____

Job Title _____

School Telephone # _____ School Fax # _____

Home Address _____

Home Telephone _____ Email _____

____ I am paying for the workshop(s). Enclosed is a deposit of \$100.00 payable to the South Shore Educational Collaborative. Deposit due with registration. **The \$100.00 deposit is non-refundable**
The balance is due on or before June 30, 2010.

____ The school district is paying for the workshop ** The P.O. number is _____

**If your school district is paying and you do not have the purchase order number now, please fill out the registration form and fax it to 781-740-0784. You can call this office with the purchase order number later and the school system will mail the original purchase order. We need to know who is registering as soon as possible. Thanks!

Signature _____ Date _____

Pre-registration is required. Once your registration is received, your attendance is confirmed, and you are responsible for the fee. Cancellations must be received seventy-two (72) hours in advance.