

Dear Lisle #202 Staff Members,

We are pleased to announce the offerings for the Professional Development Academies (PDA) for the first of four sessions throughout 2009-2010. Please see the offerings below and if you wish to register, email Sue Bonini, Staff Development Secretary, at sbonini@lisle202.org. Include the class title and your name in your email to her. You will receive a confirmation email that you are registered for the class. You will sign in when attending the class and this sign in sheet confirms your participation and is how your compensation is documented and processed.

Please contact Sue Bonini or Wesley Gosselink, Staff Development Coordinator, with additional questions.

Thank you and *Never Stop Learning,*

Class List(Sept/Oct 2009 Session):

Title: Tech Workshop

Workshop # TBD

Instructor: Bruce Howell

Dates: 9/17 and 10/13

Total Hours: 4 (2 hours per session)

Times 3:15- 5:15pm

Meetings: 2

Participants: K-12-All Staff

Prerequisite Requirements: none

Location: LSHS 214

Credit Type: PDA Compensation

Description: The tech workshop is an open opportunity for any teacher in the district to come and work on technology related topics during a tech support PDA, SOCS, Techpaths, SDS, Digital storytelling, or technology related lessons would all be appropriate uses of the time.

Title: Camera to Computer to Classroom

Workshop # TBD

Instructor: Bruce Howell

Dates: 9/15, 9/22, 9/29, 10/13, and 10/20

Total Hours: 15 (3 hours per session)

Times 3:15- 6:15pm

Meetings: 5

Participants: K-12-All Staff

Prerequisite Requirements: none

Location: LSHS 214

Credit Type: PDA Compensation/Credit

Description: The 15 hour course will cover a variety of digital media software packages that will assist the teacher in creating media projects for and with their students.

Title: Making Connections: Lisle District 202 and Lisle Library

Workshop # TBD

Instructor: Judy Bauman

Dates: 10/1/09

Total Hours: 2

Times 3:30-5:30pm

Meetings: 1

Participants: K-12-Teachers and Assistants

Prerequisite Requirements: none

Location: Lisle Library, 777 Front St., Lisle

Credit Type: PDA Compensation

Description: Take a tour of the newly remodeled Lisle Public Library. Learn how you can use our community library to make connections with curricular units. Attendees with a valid library card from any system will receive a barcode for access to the Lisle collection. Lisle library staff will provide brochures and information about services to extend student learning online and through individualized programs like "travel bags."

Title: SMARTBoard 1: Next Steps for Beginning Users

Workshop # TBD

Instructor: Josh Lund

Dates: October 5, 2009

Total Hours: 2

Times 3:30-5:30pm

Meetings: 1

Participants: PreK-12 Staff

Prerequisite Requirements: none (follows training new teachers received in August '09)

Location: Schiesher Elementary School Computer Lab

Credit Type: PDA Compensation

Description: The first of four courses focusing on hardware, software tools and curriculum integration. This first course will focus primarily on the tools at hand, most notably the Toolbar and options in Smart Notebook. Also includes basic troubleshooting skills, and curriculum mapping suggestions. Recommended for everyone.

Title: SMARTBoard 2 (Prerequisite for SMARTBoard 3 and 4 coming soon)

Workshop # TBD

Instructor: Josh Lund

Dates: October 8, 2009

Total Hours: 2

Times 3:30-5:30pm

Meetings: 1

Participants: PreK-12 Staff

Prerequisite Requirements: SMARTBoard 1 or equivalent experience

Location: Schiesher Elementary School Computer Lab

Credit Type: PDA Compensation

Description: The second of four courses focusing on hardware, software tools and curriculum integration. This course will focus on integrating the SmartBoard and Smart Notebook with other technology equipment such as document cameras and digital photo and video equipment, and with other applications used in the District. Also includes advanced troubleshooting skills, and curriculum mapping suggestions. Recommended for everyone.

Title: Office 2007 Workshop – WORD

Workshop # TBD

Instructor: Josh Lund

Dates: September 28, 2009

Total Hours: 2

Times 3:30-5:30pm

Meetings: 1

Participants: PreK-12 Teachers, Administrators, Office Staff and Assistants

Prerequisite Requirements: none

Location: Schiesher Elementary School Computer Lab

Credit Type: PDA Compensation

Other: This class will be offered quarterly for the convenience of all staff members.

Description: An introduction to word processing with Microsoft Office Word 2007, covering the basics of navigation and document production and then progressing to advanced topics such as picture and document editing, mail merges and sharing options, among others. Includes suggestions for mapping to curriculum standards and benchmarks. Recommended for everyone.

Title: Office 2007 Workshop - EXCEL

Workshop # TBD

Instructor: Josh Lund

Dates: October 1, 2009

Total Hours: 2

Times 3:30-5:30pm

Meetings: 1

Participants: PreK-12 Teachers, Administrators, Office Staff and Assistants

Prerequisite Requirements: none

Location: Schiesher Elementary School Computer Lab

Credit Type: PDA Compensation

Other: This class will be offered quarterly for the convenience of all staff members.

Description: An introduction to spreadsheets and data processing with Microsoft Office Excel 2007, covering the basics of navigation and spreadsheet production and then progressing to advanced topics such as formulas, data sets and sharing options, among others. Includes suggestions for mapping to curriculum standards and benchmarks. Recommended for everyone.

Title: Office 2007 Workshop- POWERPOINT

Workshop # TBD

Instructor: Josh Lund

Dates: October 19, 2009

Total Hours: 2

Times 3:30-5:30pm

Meetings: 1

Participants: PreK-12 Teachers, Administrators, Office Staff and Assistants

Prerequisite Requirements: none

Location: Schiesher Elementary School Computer Lab

Credit Type: PDA Compensation

Other: This class will be offered quarterly for the convenience of all staff members.

Description: An introduction to dynamic presentations with Microsoft Office Excel 2007, covering the basics of presentation production and then progressing to advanced topics such as automation, application creation, and sharing options, among others. Includes suggestions for mapping to curriculum standards and benchmarks. Recommended for everyone.

Title: Office 2007 Workshop– PUBLISHER AND OUTLOOK

Workshop # TBD

Instructor: Josh Lund

Dates: October 22, 2009

Total Hours: 2

Times 3:30-5:30pm

Meetings: 1

Participants: PreK-12 Teachers, Administrators, Office Staff and Assistants

Prerequisite Requirements: none

Location: Schiesher Elementary School

Credit Type: PDA Compensation

Other: This class will be offered quarterly for the convenience of all staff members.

Description: An introduction to desktop publishing and e-mail with Microsoft Office Publisher and Outlook 2007, covering the basics of desktop publishing and e-mail and then progressing to advanced topics such as template creation, shared calendars and schedules, among others. Includes suggestions for mapping to curriculum standards and benchmarks. Recommended for everyone.

Title: Tech Paths for Science Department

Workshop # TBD

Instructor: Chris Messina and Lorie Ferguson

Dates: October 27, 2009

Total Hours: 2

Times: 3:15-5:15pm

Meetings: 1

Participants: Science Teachers

Prerequisite Requirements: none

Location: High School Computer Lab

Credit Type: PDA Compensation

Description: Instruction in the use of Tech Paths for Science Teachers. Please see an instructor for additional information.