

The Westchester Institute for Teachers



Fall/Winter 2010-11

**Institute
Course Catalog
&
Program Offerings**



www.ewteachercenter.org



No federal, state, or local monies will be used to fund the tuition based courses offered through the Institute.

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NEW

Classroom Strategies for New Teachers

1

This course, which meets monthly until February, is designed for our new consortium teachers (first 3 years). We will explore and discuss the strategies you will need to ensure success in the classroom. Topics will include:

- classroom management issues
- parent-teacher conferences
- assessment techniques
- curriculum planning
- working with school personnel
- mentoring collaborations

At the end of this course, you will have the tools you need to ensure a productive school year.

Jeanne LoCascio, Educational Consultant

Dates: Thurs., Sept. 23; Oct. 21; Nov. 18; Dec. 9; Jan. 6; Feb. 10

Snowdate: Thurs., March 3

Time: 4:00 - 6:30PM

Place: Concord Road, Ardsley Back Library

Credit: 1 Inservice

Fee: Funded by the Teacher Center Grant

Grades: K-8 Consortium Teachers

NO FEE

NEW

Cultural Journeys to Enrich Classroom Instruction: Latino New York

3

New York is an ever growing and changing city. Traditionally, immigrants from all over the world have settled here. In recent years, the largest group of people coming to our shore are those from Latino countries. However, their history, culture, food, music, and economy have long been a part of New York City's heritage. This course will trace the evolution and impact of Latinos from the early days of settlement to the present time, through in-class lectures, discussions, and multimedia presentations as well as onsite experiences. At the end of the course, you will have enough information to design a grade appropriate social studies lesson.

Art & Susan Zuckerman, Teachers/Tour guides

Dates: Thurs., Oct. 14, 21 & Sat., Oct. 16

Times: 4:00 - 7:00PM (Thurs.)
8:30AM - 6:00PM (Sat.)

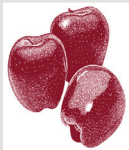
Places: Woodlands HS (Thurs.)
Location TBA (Sat.)

Credit: 1 Inservice

Fee: \$110 Members
\$135 Non-Members

Grades: 4-12 **Materials Fee:** \$10

FALL 2010 Semester



NEW

Incorporating the Socratic Seminar into your Classroom

4

"There is no product beyond the quality of statements. There is no goal or lesson plan beyond the dialogue. Students are accountable by participating and by going back to the text as reference." Does this sound intriguing? While appearing deceptively simple, *Socratic Seminar* involves a great deal of thought and preparation. It promotes inquiry, sparks curiosity, and enables students to acquire the confidence and skills they need to develop a critical attitude and reflect deeply on any topic. This learning approach is a tool students can take with them and use wherever they go and whatever they do. This course will use a "practicum" model to develop meaningful practices which can be applied to all classroom settings. Each participant will develop a *Socratic Seminar* session.

Marion Halberg, Dobbs Ferry Teacher

Dates: Mon., Oct. 18, 25; Nov. 1, 8, 15, 22

Time: 3:30 - 6:00PM

Place: Dobbs Ferry MS (Room M-209)

Credit: 1 Inservice

Fee: \$110 Members **\$135 Non-Members**

Grades: 4-12 **Materials Fee:** \$10

NEW

Integrating iMovies into your Classroom

2

In this course, you will learn how to use digital video as an instructional tool for classroom projects. Through a variety of hands-on activities, you will learn how to work with digital video cameras and create and edit movies with iMovie. We will explore special effects, voice-overs, music, transitions, titles, credits, and much more. By the end of the course, you will have created and produced your own customized movie that can be used in your classroom.

Jean O'Brien, Tarrytown Teacher

Dates: Tues., Oct. 5, 12, 19, 26; Nov. 2

Time: 4:00 - 7:00PM

Place: Sleepy Hollow HS - Mac Lab

Credit: 1 Inservice

Fee: \$110 Members

\$135 Non-Members

Grades: K-12

NEW

Building and Maintaining an Effective Co-Teaching Partnership

6

Did you know that co-teaching provides ALL students with improved instruction - students who have average ability, students who are at risk for school failure, students who are academically gifted, as well as students with identified special needs? In this course, we will explore the models of co-teaching, the roles that staff play, co-teaching's place as one type of inclusive practice, and the practices and strategies that can lead to higher student achievement and staff satisfaction. General education, special education, special subject teachers, paraprofessionals, and clinical and support staff will find this course valuable. Teachers who are currently co-teaching are encouraged to enroll together.

Irene Ross, Educational Consultant

Dates: Wed., Oct. 27; Nov. 3, 10, 17; Dec. 1

Time: 4:00 - 7:00PM

Place: Woodlands HS

Credit: 1 Inservice

Fee: Funded by the Teacher Center Grant

Grades: K-12 Consortium Teachers

NO FEE

Design your Own Action Research Project

5

Action Research is a collaborative activity where teachers work together to help one another design and carry out investigations in their classrooms based upon real and relevant classroom concerns. It addresses everyday, practical problems experienced by teachers rather than the theoretical problems defined by pure researchers. Dr. Noto will guide you through this process and help you formulate the question that will lead to the answers that will improve your classroom teaching or help you resolve a school or district-wide issue. *In addition to the 10 hours of direct instruction, you will spend a minimum of 35 hours on independent research, including assigned readings.* You will be asked to maintain and submit a log of course work and make a presentation on your completed Action Research project at the end of the course.

Dr. Joann Jacullo-Noto, Educational Consultant

Dates: Tues., Oct. 19, 26; Nov. 16;

Dec. 14; Jan 11

Snowdate: Tues., Jan. 18

Time: 4:00 - 6:00PM

Place: Woodlands HS

Credit: 3 Inservice

Fee: Funded by the Teacher Center Grant

Grades: K-12 Consortium Teachers

NO FEE

The Westchester Institute for Teachers

475 W. Hartsdale Avenue, Hartsdale, NY 10530

761-6129



Integrating *Thinkfinity* into your Classroom Lesson Plans

7

Thinkfinity, an educational initiative website, is a free and powerful digital learning platform with over 2,500 lesson plans aligned to the NYS Standards down to the key ideas and performance indicators. This course will provide you with the tools necessary to locate and effectively integrate online resources. We will create useful lesson plans, activities, and research exercises along with accompanying handouts, assessments, and work sheets for all discipline and content areas. You will find information specific to grade levels and learning styles and will have multiple opportunities to review lessons, learning objectives, and other standard aligned resources. At the end of the course, you will have integrated lesson plans that you can use in your classroom.

Lisa Watson, Certified Thinkfinity Instructor

Dates: Thurs., Nov. 4, 18; Dec. 2, 9, 16
Snowdate: Thurs., Jan. 6

Time: 3:30 - 6:30PM

Place: Woodlands HS

Credit: 1 Inservice

Fee: Funded by the Teacher Center Grant

Grades: K-12

NO FEE

NEW

Using Response to Intervention (RTI) To Help At-Risk Students

9

By July 1, 2012 schools in New York will be required to use *RTI* to document the eligibility of students in Grades K-4 who have learning disabilities in reading. *RTI* is a multi-tiered approach you can use to help your at-risk learners. It is designed to provide early, effective assistance to students who are having difficulty learning. This course will introduce you to the elements of *RTI* as well as provide a blueprint for its implementation. We will explore how to use *RTI* to identify at risk students and monitor their progress and look at the steps needed to implement *RTI* in the classroom.

Inas Morsi-Hogans and Lori D'Andrea, Greenburgh CSD No. 7 Teachers

Dates: Tues., Nov. 9, 16, 23, 30; Dec. 14
Snowdate: Tues., Dec. 21

Time: 4:00 - 7:00PM

Place: Highview School, Hartsdale

Credit: 1 Inservice

Fee: Funded by the Teacher Center Grant

Grades: K-4 Consortium Teachers

NO FEE

Cultural Journeys to Enrich Classroom Instruction: *New York at War*

11

Since the first Europeans landed, New York has been a pivotal force in war. From the days of the American Revolution, with fighting centered around the city to the "War on Terrorism" and its impact, this course will examine the role that New York and New Yorkers have played. The course will also address how various wars, such as the American Revolution, the War of 1812, the Civil War, the Spanish American War, World War I & II, the Korean War, Vietnam War, the Gulf War, and the War on Terrorism have impacted the development of the city physically, economically, politically, and culturally. This course is open to teachers in all disciplines. At the end of the course, you will have enough information to design a grade appropriate classroom lesson.

Art & Susan Zuckerman, Teachers/Tour guides

Dates: Thurs., Dec. 9, 16 & Sun., Dec. 12
Snowdate: Thurs. Dec. 23 &/or
Sun., Dec. 19

Times: 4:00 - 7:00PM (Thurs.)
8:30AM - 6:00PM (Sun.)

Places: Woodlands HS (Thurs.)
Location TBA (Sun.)

Credit: 1 Inservice

Fee: \$110 Members

\$135 Non-Members

Grades: 4-12 Materials Fee: \$10

Course Syllabi

All course syllabi will be posted on the Teacher Center website by September 13, 2010. Please call the Center if you cannot find a particular syllabus.

NEW

Understanding Asperger's Syndrome

8

Asperger's Syndrome is the mildest and at the highest functioning end of the Autism Spectrum. It affects many of the students we work with in our classrooms. In order to best support these children, it is important to understand the behaviors that can arise and how to help your students deal with them. There are a variety of strategies the classroom teacher can use to help their students deal with uncomfortable situations. We will use role playing to examine the social struggles that might overwhelm these students and what techniques will work with different situations. We will use the videotape, "*It's So Much Work to Be Your Friend*" (Rick Lavoie) to frame some of our class discussion.

Tara Fishler, Educational Consultant

Dates: Sat., Nov. 6, 13, 20

Time: 9:00AM - 2:30PM

Place: Woodlands HS

Credit: 1 Inservice

Fee: \$110 Members
\$135 Non-Members

Grades: K-8 Materials Fee: \$15

NEW

Creating a Teacher Website Using Teacher Web

10

In this course, you will learn how to design a classroom website to organize all the information you need to share with your students and parents. No HTML knowledge is necessary and entering information is as simple as typing an email. This course will provide you with the support you need to roll out your classroom website. We will begin the course with a 30 day free trial with limited functions. After the first session, an online payment of \$39 (good for a 1 year subscription) * will be required through www.teacherweb.com to obtain access to all available features.

Dawn Huston, Technology Information Specialist

Dates: Wed., Nov. 17; Dec. 1, 8, 15, 22

Snowdate: Wed., Jan. 5

Time: 4:00 - 7:00PM

Place: Woodlands HS - Computer Lab

Credit: 1 Inservice

Fee: \$110 Members \$135 Non-Members

Grades: K-12 Materials Fee: *

How to Use Data to Drive and Inform Instruction

12

Are the shrink wrapped packages of data still sitting on the far side of your desk? If so, you are not alone. This course will provide you with the lifeline you have been searching for to best serve the needs of your students. Together we will learn how to use all the different data to improve instruction in the classroom and bridge the gap between data and sound instructional decision making. We will examine and analyze student data to organize, plan, and differentiate for daily instruction. This course will help you monitor student progress and create a rich classroom environment that allows students to learn efficiently and effectively.

Inas Morsi-Hogans, Greenburgh CSD No. 7

Dates: Tues., Jan. 11, 18, 25; Feb. 8, 15

Snowdate: Thurs., Feb. 17

Times: 4:00 - 7:00PM

Place: Highview School, Hartsdale

Credit: 1 Inservice

Fee: Funded by the Teacher Center Grant

Grades: K-8 Consortium Teachers

NO FEE

ONLINE Courses

Participants will be introduced to the practices and procedures of online learning. Specific class requirements will be emailed. Some classes may have in-person sessions. **Participants must adhere to the Online terms and conditions.** Please call or email the Teacher Center to clarify anything not specifically covered under these terms and conditions.

NEW

Resources for Creating Lessons That Infuse Technology - Part II

40

In this **online** course, we will create new ideas for teaching and learning in our classrooms. We will explore new ways to incorporate the Internet for planning purposes, research for lessons, and to facilitate learning during classroom discussions. Websites that assist us with all subjects, including inclusion and special education, will be explored to identify the information we need to conduct lessons and help students gain the support that they need. Participants will be able to customize their cards and tasks to their particular grade or subject level. All participants will be expected to create Idea Cards with specific tasks to use in their classrooms. A PowerPoint presentation, letter to parents, and lesson plans will also need to be submitted in addition to the iNote discussions in each thread of the course.

Joan Carrozza, Technology Information Specialist

Dates: October 8 - November 3

Credit: 3 Inservice (45 online hours)

Fee: \$375 Members

\$450 Non-Members

Grades: K-12

Networking Fee: \$20

NEW

Integrating Current Technology Trends in your Classroom

42

In this **online** course, you will learn to use technology and you will use the technology to teach. That is, the methodology will reflect the curriculum. We will explore web-based curricular resources to create new and/or enhance existing lesson plans. The SMART Notebook software will be the vehicle for delivering the instruction. We will incorporate text, images, sound and flash video into Notebook slides. You will also have the opportunity to explore the use of blogs, wikis, and podcasts and use our Blackboard resource in pursuit of 24/7 communication with the instructor and classmates for now and with your colleagues and students later on. We will also examine contemporary issues in K-12 educational technology including safe/secure computing and use (or not) of social networks.

Bill Zimmerman, Educational Technology Specialist

Dates: October 18 - November 22

Credit: 3 Inservice (45 online hours)

Fee: \$375 Members

\$450 Non-Members

Grades: K-12

3 Grad - Manhattanville

\$700 for grad credit

Networking Fee: \$20



All of our online instructors have been trained through the New York Institute of Technology

MY LEARNING PLAN

All fall/winter courses have been posted on **My Learning Plan** and all registrations must be done through this vehicle. You can pay for courses either by cash, check or through *PayPal*. At the end of the course, you must complete and submit an online evaluation form. You will then be able to download and print out a copy of your course completion certificate.

Using Microsoft Photo Story as an Instructional Tool

41

Microsoft's Photo Story is a very user friendly program that is available for free from the Microsoft web site <http://www.microsoft.com/photostory>. The program does not use a video camera or digital video recording. Instead Photo Story creates the video from digital image stills, such as digital photographs and slides. The program can also add narration, which requires a microphone connected to your computer. The Photo Story will turn your still pictures, music, narration, and sounds into a video that can be played back on your computer, emailed, or posted to your website, YouTube, or TeacherTube. At the end of this **online** course, you will be required to present a Microsoft Photo Story 3 project that can be integrated into your classroom curriculum. **Photo Story can only be used on a PC. It will not run on Windows 7 or on a MAC.**

Sabrina Rich, Technology Coordinator, Ardsley School District

Dates: October 13 - November 17

Credit: 3 Inservice (45 online hours)

Fee: \$375 Members

\$450 Non-Members

Grades: K-12

Networking Fee: \$20

NEW

Rethinking Homework in the 21st Century

43

In this **online** course, we will take a look at what our homework assignments should be accomplishing. Identifying best practices that support diverse needs will be the focus of the course. Homework has traditionally been assigned to supplement and review the work that is being done in the classroom. We, as educators, must begin to focus on other ways to assign differentiated homework and implement homework strategies that support classroom programs. In this course, we will examine the steps involved in redesigning homework assignments that are purposeful and fit into the new paradigm - 21st century learners.

Joan Carrozza, Technology Information Specialist

Dates: October 28 - November 20

Credit: 3 Inservice (45 online hours)

Fee: \$375 Members

\$450 Non-Members

Grades: K-12

Networking Fee: \$20

MY LEARNING PLAN

The Institute subscribes to **MY LEARNING PLAN (MLP)** for course registration. Teachers in districts that subscribe to *MLP*, as well as those who are not subscribers, must register for Institute courses through this system. Registrants who are not subscribers through their districts must set up a personal account with *MLP* when registering for a course. Additional information can be found on Page 9.

ONLINE Courses

Participants will be introduced to the practices and procedures of online learning. Specific class requirements will be emailed. Some classes may have in-person sessions. **Participants must adhere to the Online terms and conditions.** Please call or email the Teacher Center to clarify anything not specifically covered under these terms and conditions.

NEW

Social Bookmarking, RSS and Aggregators

44

Exactly what is social bookmarking? In this **online** course, you will learn how to save, store, group, and share Internet bookmarks online through social networking. It allows you to have access to your favorite educational bookmarks on any computer with Internet access. If you are away from home or work, you can still find and use the sites you need. What about RSS? Short for *Really Simple Syndication* or *Rich Site Summary*, this handy service will make searching for sites more efficient. With the use of an aggregator, all of this information is available in one location. During the course, you will identify the most useful educational sites and add them to your social bookmarking site. In addition, you will use an aggregator to compile a portfolio of sites you can use to enrich your classroom lessons.

Dawn Huston, Technology Information Specialist

Dates: November 5 - December 10

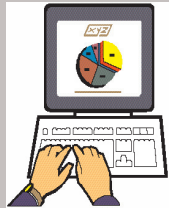
Credit: 1 Inservice (15 online hours)

Fee: \$125 Members

\$150 Non-Members

Grades: K-12

Networking Fee: \$20



Call the Institute if you are interested in becoming an online instructor through the New York Institute of Technology.

NEW

Incorporating Reading Strategies into Content Area Classes

46

This **online** course is designed to assist middle and high school subject area teachers and speech teachers with strategies to help struggling readers in their subject classrooms. We will examine various strategies (including connecting background knowledge, visualizing, and making connections) and decide which strategies will work best for both the classroom teacher and the collaborative/reading specialist/special ed teacher. At the end of this course, you will have designed lesson plans that incorporate these new strategies which will help your struggling readers to improve their reading skills and to better comprehend subject area material.

Christine Metrinko and Katherine Tovar, Greenburgh CSD No. 7 Teachers

Dates: November 10 - December 22

Credit: 2 Inservice (30 online hours)

Fee: \$250 Members

\$300 Non-Members

Grades: 5-12, Special Ed, Reading, and Inclusion Teachers

Networking Fee: \$20

NEW

Using the Internet to Supplement Reading Instruction

47

This **online** course is designed to introduce teachers to the instructional reading resources that are available on the web. We will identify specific Internet resources (e.g., ascd.org and edweek.org) and explore each one to decide which ones best meet our classroom needs. We will examine our current practices and, with our students' needs in mind, use the Internet resources to reshape our current teaching practices. In addition to compiling a list of 20-30 Internet resources that can supplement your reading instruction, you will design lesson plans for your students that will incorporate this new information.

Scott & Fran Feig, English Teachers

Dates: November 8 - December 15

Credit: 3 Inservice (45 online hours)

Fee: \$375 Members

\$450 Non-Members

Grades: K-12

Networking Fee: \$20

NEW

Beyond Google, Web Cams, and Internet Scavenger Hunts

45

In this **online** course, we will explore Google, webcams, educational resources and a variety of ways we can use the Internet and its applications in the classroom. We will learn how to embed technology into your lesson plans for each of your subject areas. We will be introduced to new websites and lesson plan ideas through resources on the web. The goal is to begin to use technology more fluidly to show students how the Internet will allow them to be a part of the global community. We will compile a portfolio of activities that you will be able to incorporate into your classroom lessons throughout the year.

Joan Carrozza, Technology Information Specialist

Dates: November 8 - December 2

Credit: 3 Inservice (45 online hours)

Fee: \$375 Members

\$450 Non-Members

Grades: K-12

Networking Fee: \$20

Learning & Teaching with Web 2.0 Tools

48

What's Web 2.0? In this **online** course, participants will be exposed to many of the tools of the Read/Write Web and will get the chance to experiment with new tools. Online discussions will focus on how educators can integrate these tools into their classroom. Teachers will design lessons or units of study that will enhance their students learning as well help them to use these new tools safely. Don't be left behind as we prepare students for the 21st Century.

Sabrina Rich, Technology Coordinator, Ardsley School District

Dates: November 17 - December 22

Credit: 3 Inservice (45 online hours)

Fee: \$375 Members

\$450 Non-Members

Grades: K-12

Networking Fee: \$20

*Terms and Conditions for Online Courses:

Participants must

- be comfortable with a computer, have working knowledge of basic computer skills, have a current email address, and have access to the Internet and to any software programs specified in the course description.
- register at least two weeks prior to commencement of course and include the email address they will be using for the class.
- go online at least twice each week for both synchronous and asynchronous communication. Online activities will include email, threaded discussions, access to web sites, and teacher generated notes for supplemental readings. Assignments will be posted twice each week and are due by 11:59:59PM of the deadline date. There will be zero tolerance toward late and/or missing assignments.

ONLINE Courses

Participants will be introduced to the practices and procedures of online learning. Specific class requirements will be emailed. Some classes may have in-person sessions. **Participants must adhere to the Online terms and conditions.** Please call or email the Teacher Center to clarify anything not specifically covered under these terms and conditions.

Student Research in the Twenty First Century

49

In this **online** course, we will explore the research websites available on the Internet. The information explosion of the Internet has changed the way that students and teachers need to conduct research. We, as teachers, rely more on online resources to keep students abreast of new information and discoveries. Students now have opportunities to connect with experts from all content areas as well as students from all over the world. This collaborative approach to learning is well suited for the digital generation. In this course, we will focus on research techniques, career links, places to ask the expert, and will create a list of customized websites for you to develop research focused lessons.

Joan Carrozza, Technology Information Specialist

Dates: December 1 - 20

Credit: 2 Inservice (30 online hours)

Fee: \$250 Members

Grades: K-12

\$300 Non-Members

Networking Fee: \$20

NEW

ZOOM IN! Teaching with Flicks

50

In this **online** course, we will use movies in the classroom to enhance your students' learning experiences. This course is designed to assist teachers in using films to teach content-based concepts, to make comparisons to literature, create movie guides that promote comprehension and critical analysis, and to make connections to global issues. At the end of this course, you will be able to design classroom lesson plans that incorporate these new skills which will enhance student learning in content areas.

Katherine Tovar, Greenburgh CSD No. 7 Teacher

Dates: January 5 - February 11

Credit: 1 Inservice (15 online hours)

Fee: \$125 Members

Grades: 5-12

\$150 Non-Members

Networking Fee: \$20

NEW

Incorporating Multiple Intelligences into your Classroom

51

Many of our students excel in a variety of different intelligences that aren't always recognized or reinforced in the classroom. This **online** course will focus on the different intelligences that account for a broad range of human potential in children. We will explore ways we can incorporate opportunities in the classroom so all students can feel successful. The focus of the course will be on identifying, respecting, and expanding intelligence in our students. We will also look at the role emotional intelligence plays in success both in and out of the classroom. By the end of the course, you will have designed and will be able to manage a "multi-modal" classroom setting.

Joan Carrozza, Technology Information Specialist

Dates: January 6 - 31

Credit: 3 Inservice (45 online hours)

Fee: \$375 Members

Grades: K-12

\$450 Non-Members

Networking Fee: \$20

Digital Storytelling for the Classroom Teacher

52

In this **online** course, you will learn powerful methods and tools that will open a world of self-expression for you and your students using the principles of digital storytelling. While exploring a wide array of digital work, you will deepen your understanding of the writing and communication process. We will explore how audio, video, and interactive elements can complement and enhance classroom instruction. We will develop storyboards and create rubrics for evaluating digital stories. Each course participant will design a 90 -180 second feature film that will serve as a model project that can be implemented in your classroom.

Dawn Huston, Technology Information Specialist

Dates: January 7 - February 17

Credit: 2 Inservice (30 online hours)

Fee: \$250 Members

Grades: K-6

\$300 Non-Members

Networking Fee: \$20

NEW

The Power of Google for Educators

53

In this **online** course, we will explore the power of Google and its many user friendly applications. It has become so much more than a search engine. It is now a life link for teachers and learners of all ages and subjects. Do you know there is IGoogle, Google Alerts, Google Reader, Google Notebook, Google Calendar, Gmail and Google Docs? Google is available to anyone who has Internet access. You will have an opportunity to use each tool and create a virtual world for research projects and classroom activities.

Lisa Watson, Elmsford School District

Dates: January 7 - February 11

Credit: 3 Inservice (45 online hours)

Fee: \$375 Members

\$450 Non-Members

Grades: K-12

3 Grad - Manhattanville

\$700 for grad credit

Networking Fee: \$20

NEW

Twenty First Century Skills for the 21st Century Learner

54

As teachers, it is imperative that we are knowledgeable in the area of technology. However, simply having an email address and basic knowledge of the Internet will not be enough to support 21st century learners. We must have a detailed knowledge of the technology they are using so we can teach them to use it appropriately and responsibly. In this **online** course, we will examine the tools that "networked" teachers are using in the classroom. We will explore the use of video cameras in social studies for reenactments, blogging for literature, and pod casts for current events and news. At the end of the course, you will know which sites will best serve the needs of your 21st century learners. Each course participant will develop technology plans for their classroom that will incorporate the technology strategies we learn in this course.

Joan Carrozza, Technology Information Specialist

Dates: February 1 - 28

Credit: 3 Inservice (45 online hours)

Fee: \$375 Members

Grades: K-12

\$450 Non-Members

Networking Fee: \$20

*Terms and Conditions for Online Courses:

Participants must

- be comfortable with a computer, have working knowledge of basic computer skills, have a current email address, and have access to the Internet and to any software programs specified in the course description.
- register at least two weeks prior to commencement of course and include the email address they will be using for the class.
- go online at least twice each week for both synchronous and asynchronous communication. Online activities will include email, threaded discussions, access to web sites, and teacher generated notes for supplemental readings. Assignments will be posted twice each week and are due by 11:59:59PM of the deadline date. There will be zero tolerance toward late and/or missing assignments.

College Collaborations

Professional Diploma School Building Leader *In Collaboration with Manhattanville College*

The Edith Winthrop Teacher Center, in collaboration with Manhattanville College, has a program for teachers in Educational Leadership. This 30-credit program offers teachers a Professional Diploma in School Building Leadership which will lead to initial/professional certification as a school building leader. Teachers will have the option, through the Teacher Center, of taking an additional 6 credits, which will lead to a Master's Degree.

Manhattanville is an **NCATE** (National Council for Accreditation of Teacher Education) institution. This designation signifies that it meets the highest standards for quality teacher education programs. Only teacher education programs meeting these high standards qualify for the NCATE designation.

The tuition for each 3 graduate credit course in the program is \$1,300, a discount of 47%, from the on campus tuition of \$2,460. Please call the Institute for additional information or for upcoming class cohorts.

Pilot Program for Online Courses *in Collaboration with Manhattanville College*

The Edith Winthrop Teacher Center, in collaboration with Manhattanville College, will be offering 2 online courses this semester for graduate level credit. Since many of our consortium teachers were asking about online graduate level courses, we formed a partnership with Manhattanville to pilot two courses this fall/winter.

Registration must be done through *My Learning Plan* and the college. Once you register for graduate credit, you will receive instructions on the paperwork required by the college. You will be able to pay the Teacher Center portion (\$150) of payment through PayPal but you must pay the college tuition by check. The discounted college tuition is \$550 and the Teacher Center administrative fee is \$150. The two pilot courses are listed below.

Course #42 **Integrating Current Technology
Trends in your Classroom**

Course #53 **The Power of Google for Educators**

Teacher Leaders *Certificate of Advanced Studies* *Collaboration with Manhattanville College*

The Teacher Center, in collaboration with Manhattanville College, offers a 15 credit Teacher Leader certificate program. The program focuses on supporting Teacher Leaders who are in designated leadership positions, those who assume informal leadership roles, and those teachers who would like to assume a leadership role in their schools. Interested participants must hold a Bachelors Degree in the field of education and be a provisionally certified educator. In addition, candidates must substantiate leadership potential or past leadership through two letters of recommendation and an essay submission that demonstrates leadership involvement in the schools. Each 3 credit course (listed below) is being offered at a significantly discounted tuition rate.

Please visit our website or call the Center for additional information or to find out about our upcoming cohort.

- **Teacher Leader within the Learning Organization**
- **Communicating Effectively as a Teacher Leader**
- **Supporting Student Learning as a Teacher Leader**
- **Monitoring Student Learning as a Teacher Leader**
- **The Teacher Leader: *Making Effective Decisions***

Doctor of Professional Studies In Computing **A Collaboration with Pace University**

Pace University's Seidenberg School of Computer Science and Information Systems, in collaboration with our Lower Hudson Teacher Center Network, offers a 48 credit Doctor of Professional Studies.

It is a specifically designed cohort model for education professionals and includes courses and a dissertation designed to address school-based technology issues. The target audience is mainly Technology Directors, Specialists, Curriculum and Instruction Specialists, District Technology Leaders, District Administrators, Library Media Specialists, and educators with a strong technical background. It is open to all interested parties who hold a Master's Degree and who satisfy practical or "on the job" prerequisites.

All courses are taught in a hybrid or blended mode with onsite class meetings taking place at the Graduate Center at One Martine Avenue in White Plains. In between class meetings, students collaborate online.

Participants who take advantage of this program through the Teacher Center Network will receive a substantial discount on tuition rates. **To learn more about the program, call Dr. David Sachs, at 422-4477 or email him at dsachs@pace.edu.**

Additional Summer Courses and Workshops

Using the SMARTBoard to Enhance Instruction

Participants in this course will learn to utilize higher functions of SMART Notebook Software (Version 10) as well as ways to effectively integrate the software. We will share best practices in the classroom and should come to class with a curriculum focus to develop creative lessons that can be integrated into your classroom. *Please bring a flash drive to save your work.*

Lisa Watson & Susan Friedman, Consortium Teachers

Dates: Tues. - Fri., June 29 - July 2
Time: 8:30AM - 4:30PM
Place: Concord Road, Ardsley
Credit: 2 Inservice
Fee: \$230 Member *
\$280 Non Member *
Grades: K-6

75

* Includes course material fee

Differentiated Math Learning for All (Grades K-4)

While teachers throughout Westchester utilize different curriculum programs, all are designed to meet NYS standards. We will examine the grade specific standards in Math and reflect upon the necessary mathematical ideas and goals for elementary students. We will create a home math connection through the use of weekly "Math Game Night" and design differentiated activities addressing the needs of both the advanced and struggling student.

Peggy Carty, Teacher, Concord Road

Dates: Mon. - Wed., July 12 - 14
Time: 9:00AM - 2:30PM
Place: Concord Road, Ardsley
Credit: 1 Inservice
Fee: \$120 Member *
\$145 Non Member *

88

* Includes course material fee

Using your iPod to Enhance Classroom Lessons

In this **online** course, we will examine how the iPod can be used creatively in the classroom. We will research and discuss how the iPod can be used as a tool to improve students' writing. Specifically, we will look at the instructor's iPod unit in which students have analyzed song lyrics from their iPods. Participants will learn about the specific skills needed for this unit and, in turn, create their own lessons for a similar unit. Next we will research and discuss a variety of songs with clear connections to our own subject areas (e.g., ELA, Social Studies) and generate ideas as to how these songs can be integrated to enhance and enrich classroom lessons.

Jaime Marcus, Ardsley Teacher

Dates: August 1 - 27
Credit: 3 Inservice (45 online hours)
Fee: \$395 Members \$470 Non-Members
Grades: 5-12 (Except Math and Science)

74

* Includes Networking fee

NEW The Power of Writing to Learn in all Content Areas

Writing is not only the expression of thought, but a means through which thoughts can flourish. When students use writing as a means for learning, they develop a powerful set of real-world communication skills. This three-day institute will provide teachers with a variety of practical classroom activities and formative assessments, including: notetaking strategies, quick-writes, list-making, and summarization. As a result of these *writing to learn* practices, students will enhance their use of supportive details in the oral and written language. A key component will be academic vocabulary growth.

Amy Benjamin, Educational Consultant

Dates: Tues. - Thurs., July 6-8
Time: 8:30AM - 2:15PM
Place: Dobbs Ferry High School
Credit: 1 Inservice
Fee: No Cost - Consortium teachers *
\$135 Non Member *
Grades: 6-12

13

* You must register thru *My Learning Plan*

NEW Using Mentor Texts to Lift the Level of Children's Writing

This 5-hour workshop will explore ways that teachers can help students become confident, accomplished writers using mentor texts as their foundation. We will look at how these texts illustrate the key features of good writing especially in the area of adding supporting details.

Please note that this course is only one day. Participants will be able to print out a course completion form through *My Learning Plan* for 5 professional development hours.

Michelle Yang, Dobbs Ferry Teacher

Date: Fri., July 16
Time: 8:30AM - 2:15PM
Place: Dobbs Ferry High School
Credit: 5 Professional Development hours
Fee: No Cost - Consortium teachers *
\$25 Non Member *
Grades: 3-6

14

* You must register thru *My Learning Plan*

NEW My Readers Have Stalled... How Can I Jump Start Them?

Do you have students who come to you as independent readers but get stuck along the way? We all have those students who appear to be proficient readers but seem to "stall out" at a certain reading level. They are not students who qualify for extra support but could use a little time to practice specific skills. In this course, we will look at specific strategies you can use immediately in small groups or individualized instruction to help move students along to the next reading level. You will have time to plan for ways to incorporate these ideas into your current reading curriculum.

Michelle Yang and Kara Walker, Dobbs Ferry teachers

Dates: Mon. - Wed., July 19-21
Time: 8:30AM - 2:15PM
Place: Dobbs Ferry High School
Credit: 1 Inservice
Fee: No Cost - Consortium teachers *
\$135 Non Member *
Grades: 3-6

15

* You must register thru *My Learning Plan*

My Learning Plan (MLP) Course Registration

District Subscribers: If your district already subscribes to *MLP*, look for the Institute courses integrated in your local professional development catalog. (If they are not integrated on your district site, please ask your Technology Coordinator to embed our course catalog). **You must register for the course or workshop before you get district's approval.** If you register after your district approves the course, you will get a *Form Error* message. After registration, you will receive an email stating that your registration is pending.

Your district's approval will occur online after you have registered for the course. An email confirming your approved registration will be sent after your internal approval process is completed electronically. You must then make payment through PayPal or send a check, including material and/or book fees, to the Institute to complete the registration process. If you pay by check, it will not be cashed until two weeks before the course begins.

Nonsubscribers are required to register as a *MLP* participant. Registration is free, only has to be done once, and does not obligate you or your district in any way. You can use any email address to register but you will need to remember the address you choose for future registrations. Once you have registered, you can use *MLP* for all future course registrations.

Registration Directions for Nonsubscribers:

1. Visit our website: www.ewteachercenter.org and click on the left navigation bar: *Westchester Institute for Teachers*.
2. Click on *My Learning Plan* and then scroll down until you find the course or workshop you are looking for (Courses will be listed in chronological order). Click on a course or workshop to see the description. To register: **"Click to Enroll."**
3. If you want to register for a course or courses and you do not yet have a user account, click on **"I'm a New User"** or, if you have already created an account, click on **"I'm a Registered User."** You should only click on **"MyLearningPlan.com"** if your district is a subscriber.
4. Once you have entered all required information, you will have established an account with a password of your choice. You will be allowed to check the status of your registration and maintain your own records, which includes proof of attendance at a course or workshop.
5. Remember to write down your user account registration information (I.D. & password) and keep it in a safe place.
6. At the end of the registration process, nonsubscribers will have to follow local district protocol for course approval.
7. Once you have registered, you will receive an email stating that your registration is pending. A confirmation email will be sent to you once you have district approval and payment is received by our office.

Course Cancellation for Subscribers and Nonsubscribers:

- If the course is cancelled or the date is changed, you will be notified by email.
- If you need to cancel, please call our office and we will update your record. Information on our cancellation policy is posted on our website and fees will apply.

Course Evaluation Forms

- At the conclusion of the class, participants must complete an online Course Evaluation Form through MLP. You may then print out a copy of your Course Completion Certificate for your records and for your district office.

Passwords:

- If you forget your I.D. and/or Password, use the integrated help links on the login screen.

Miscellaneous Problems:

- If you are experiencing problems trying to register, please call us at 948-8037.

The Westchester Institute for Teachers

Ardasley•Dobbs Ferry•Elmsford•Greenburgh CSD No. 7•Greenburgh Eleven•Hastings on Hudson•Tarrytowns

Professional Development Quest Program

At the time we went to press, the state budget had not yet been finalized leaving the Teacher Center uncertain about 2010-11 funding. However, we are cautiously optimistic that funding will come through and that we will be able to once again support the Professional Development Quest (PDQ) Program.

The **Professional Development Quest Program** is one way that we support the professional development of our consortium teachers. This program is designed to address current issues in curriculum, instruction, and assessment and provide support for teacher initiatives that lead to improvement in student learning and achievement.

A PDQ project is an opportunity for teacher inquiry and reflection and should be driven by clear and coherent goals. The projects should be designed to encourage the exploration of new techniques and the development of educational resources. Wherever practical, they should integrate the use of technology to enhance instruction while relating to specific NYS learning standards and assessments.

Project applications are distributed in mid-September and recipients have until May to implement the program. The project proposals are evaluated by the Teacher Center PDQ Reading Committee, a panel of 5-7 consortium Policy Board representatives, using a rating rubric.

If you are interested in initiating a professional development project and do not know how to get started, call or email the Institute. We can have a member of our PDQ Committee help you with the application process.

Note: Checks will not be processed until two weeks before the course begins. A \$10 administrative fee will be assessed for each course cancelled by participant.

Registration must be processed through *My Learning Plan*. Please refer to instructions on Page 9. Website: www.ewteachercenter.org

PLEASE REMEMBER.....

- to register for courses through *My Learning Plan*. Please refer to instructions on Page 9.
- to send in your payment or use PayPal for course(s) once you receive district approval. Checks will not be cashed until course begins.
- if your district is a *MLP* subscriber, registration will be pending until you receive internal district approval.
- if your district is not a *MLP* subscriber, registration will be pending until your district approves the course and payment is received.
- to note start and end dates of all *contact* courses. Registration cannot be processed if course dates overlap, **including snow dates**.
- to check grade level in course description.
- enrollment priority is given to teachers from our consortium districts.
- to refer to our refund and cancellation policy.
- except where noted, all checks should be made payable to: **The Teacher Center Institute** and mailed to: 475 W. Hartsdale Avenue, Hartsdale, New York 10530.
- all course requirements, including completion of the *MLP* evaluation form, must be submitted before inservice credit will be granted.
- to call the Teacher Center Institute if you have any questions. Do not call the instructors directly unless so noted.
- to call **914-761-6129** or tune to WFAS in the event of bad weather.
- you can check the status of inservice courses by visiting our website: **www.ewteachercenter.org** and click on *Westchester Institute for Teachers*.





The Westchester Institute for Teachers

475 W. Hartsdale Avenue
Hartsdale, NY 10530
(914) 761-6129
www.ewteachercenter.org

Barbara Scaros, Director
Susan Farrell, Program Coordinator
Theresa Gallucci, Administrative Assistant

**Please share this brochure
with your colleagues!**

Policies And Procedures

Registration priority will be given to consortium members. It is then on a first-come, first-serve basis. **Members are the staffs of the Ardsley, Dobbs Ferry, Elmsford, Greenburgh CSD No. 7, Greenburgh Eleven, Hastings, and the Tarrytowns school districts and their communities.** Courses are also open (at an undiscounted rate) to non-consortium educators and their communities. To enroll in a course, please visit the Institute website (www.ewteachercenter.org), click on *Westchester Institute for Teachers*, and follow the prompts. You will be asked to submit a check or to pay by credit card using PayPal. If your registration is received after the course is filled, you will be notified and placed on a waiting list.

Directions to Institute and/or Woodlands HS

From New York: *Sprain Brook Parkway to Greenburgh/Ardsley exit. Left onto Dobbs Ferry Rd. Take DF Road two or three blocks and make a right at Hartsdale Road. Entrance is 1/4 mile on the left. Follow road for 2/10 of a mile to Teacher Center or 3/10 of a mile to Woodlands HS.

or
Saw Mill Parkway North to Cross County Parkway East, to Sprain Brook Parkway North. Follow above directions from *

From Upper NY or CT: Saw Mill or Taconic to Sprain Brook Parkway. Follow above directions from *

or
684 to 287 West to Exit #4 (Hartsdale). Left at exit onto 100A. ** Drive 1 mile to 4-way intersection. At light, continue straight ahead. Entrance is 1/4 mile on the left. Follow road for 2/10 of a mile to Teacher Center or 3/10 mile to Woodlands HS

From Tappan Zee Bridge: 287 East to Exit #4. Right at exit onto 100A. Follow directions from **

Course Requirements

The granting of inservice credit depends upon local district policy and contractual agreements. It is the participant's responsibility to obtain district approval either through *My Learning Plan* or, if not a subscriber, through your district's established protocol. Participants must attend every session and complete assigned projects, assigned readings, and must actively participate in classroom discussions. Failure to do so will result in an "Incomplete." At the conclusion of the course, all participants must complete an online evaluation form through MLP. These evaluations will be reviewed by the Teacher Center and, if requested, by the school district administrators. Once you have completed the evaluation process, you will be able to print out your course completion certificate for your personal records and/or for your district office. **Graduate grades are sent directly to the participant by the college.**

Refunds and Cancellations

In the event a course is cancelled due to insufficient registration, all registrants will be notified. Registration fees may be applied to another course or refunded. Should the Institute find it necessary to substitute an instructor, a site location, or a date, participants will be notified in advance. If the substitution is not acceptable to you, contact the Institute prior to the course starting date and your tuition will be refunded in full.

If a participant cancels out of a course, written notification, along with a \$10 cancellation fee, must be sent to the Institute.

The refund schedule is:

14 or more calendar days before 1st class	100%
10-13 calendar days before the 1st class	50%
5-9 calendar days before the 1st class	25%
Fewer than 5 calendar days before 1st class	none