

# Medina County Schools' Educational Service Center



**Fall/Winter 2011-2012  
Staff Development Offerings**

Medina County Schools' ESC Employees

The following Medina County Schools' ESC employees are involved in the facilitation, coordination, implementation, and success of these programs:

Deborah Allen, Gifted & Talented Coordinator  
N'ecole Ast, Director of Special Needs Initiatives  
Carol Glickhause, Special Projects  
Barbara Gunkelman, Education Specialist  
Lori Hogue, RN, B.S., M.Ed., Director of Nursing Services  
Mary K. Kastanis, Special Projects  
Angela Morman, Behavioral/Autism Specialist  
Kristine Rutledge, Gifted & Talented Coordinator/Education Specialist  
Janelle Sailer, Staff Development Secretary  
Linn Sommerfeld, Ph.D., Education Specialist  
Dan Vincent, Ph.D., Director of Curriculum  
Jacinda Yonker, Gifted & Talented Coordinator

**Please contact Janelle Sailer, Medina County Schools' Educational Service Center,  
at (330) 723-6393, Ext. 134, or [jsailer@medina-esc.org](mailto:jsailer@medina-esc.org) if there are any questions. Thank you!**

Our Mission:

*The Medina County Schools' Educational Service Center will be the leader  
in providing services and products that promote excellence in education.*

# Table of Contents

<b>Instructions</b>		ii
<b><u>Inclusion/Differentiation</u></b>		
1359	Brain-Based Learning: A Differentiated Approach to Meeting the Needs of 21st Century Learners.....	1
<b><u>Reading</u></b>		
1349	Fall 2011: Book Group.....	2
<b><u>Special Education</u></b>		
1350	Response to Intervention.....	3
<b><u>Teacher Resources</u></b>		
1358	Refocusing and Regaining Your Passion for Teaching.....	3
<b><u>Technology</u></b>		
1348	Using Internet Resources in the Classroom .....	4
1351	SMART Board Back to Basics.....	4
1352	SMART Board Beyond Basics.....	5
1353	SMART Board Back to Basics.....	6
1354	SMART Board Beyond Basics.....	7
1355	Going Google: Using Google to Create a Classroom Web Site.....	8
1356	Going Google: Using Google to Create a Classroom Web Site.....	9
1357	Technology Tools for Today’s Teacher .....	10
1360	"Smart" Ways to Use Interactive Boards in Elementary Classrooms .....	10
1361	Introductory Microsoft Excel Concepts and Projects.....	11
1362	Introductory Microsoft Access Concepts and Projects .....	11
<b><u>Online</u></b>		
	ONLINE—53 courses you can take ONLINE! .....	12
	Online Assignment - Instructions for Two Semester Hours .....	13
	Online Assignment - Instructions for One Semester Hour .....	14
	<b>Registration Form</b> .....	15-16

# Instructions

(Please read carefully.)

## Workshop Registration

Please complete and return the registration form. The registration form must be received by the registration deadline listed in the catalog. The registration fee must be sent along with the registration form in order for your registration to be finalized. **We accept Visa, MasterCard, check, or money order.** Please make your check or money order payable to Medina County Schools.

**Note:** The registration fee is nonrefundable from seven (7) working days prior to the start of the workshop.  
***The registration fee is not a part of, nor is it applied toward, the cost of credit.***

## Local Professional Development Committees

The staff development programs, seminars, and classes that are offered to you through this booklet have been designed to meet the expectations of all the Local Professional Development Committees (LPDCs) within Medina County. It is not practical to offer a “blanket” acceptance of these programs to all participants. This is due to the fact that all courses taken by educators toward the renewal of their license must be relevant to their assignments and reflect the goals of their Individual Professional Development Plan (IPDP). If you have any questions regarding the relevance of a program in relation to your IPDP, please contact your LPDC.

## CEHs

All of the workshops in this catalog offer Continuing Education Hours (CEHs). There is no charge for CEHs. Participants must attend all required days of the workshop and participate in all workshop activities to receive CEHs. CEH certificates will be issued by the Medina County Schools’ Educational Service Center.

## Credit

Workshops in this catalog offer credit through The University of Akron or Ashland University. Participants wanting credit for face-to-face workshops **MUST** sign up for credit the first day of each workshop series. **Absolutely no registrations for credit will be accepted after the first day of each workshop series.** The cost of The University of Akron credit is \$140 per semester hour. The cost of Ashland University credit is \$140 per semester hour. (Fees are subject to change and are based on the course and/or individual student.) Participants must attend all days of the workshop and participate in all workshop activities to receive credit. The credit registration fee is nonrefundable. **Workshop participants may sign up for college credit OR CEHs; participants cannot receive both for the same workshop.**



# Professional Development Course Catalog

## Inclusion/Differentiation

### 1359 - Brain-Based Learning: A Differentiated Approach to Meeting the Needs of 21st Century Learners

**Description:** This class is designed to show teachers how they can meet the individual needs of *all* students in their classroom while guiding them towards successful mastery of the content standards. Discussions include:

A step-by-step approach for implementing differentiated instruction into any classroom and the brain-based research to prove its effectiveness.

A culmination of research-based instructional and assessment strategies grounded in the fundamentals of Brain-Based Learning, Differentiated, and Standards-Based Instruction from educational leaders such as Sousa, Jensen, Wiggins, McTigh, McGregory, Dodge, Heacox, Vygotsky, Glasser, Guskey, and Stiggins.

Participants will receive a wealth of research-based instructional materials and ideas to use in the classroom, upgrade pre-existing units, and transform current instructional materials to meet the diverse needs of 21st century learners.

Registration fee: \$60 Out-of-District fee: \$120

Book fee: \$15

One (1) Graduate Credit Hour will be available at the cost of **\$140** through The University of Akron or **\$140** through Ashland University on the first day of class. 15 CEHs will be available at no charge.

Level: **Basic** Audience: **Teachers 6-12** Topic: **Inclusion/Differentiation** Hours: **15.00** College Credit: **Univ. of Akron/Ashland Univ.**

**Section:** 12-Winter Presenter(s): **WSADD** Register by: **01/30/2012** Enrollment Limit: **15**

*Meets on these dates:*

1	02/06/2012	4:00 PM	7:30 PM	PROFESSIONAL	Lower Conference Rm.
2	02/13/2012	4:00 PM	7:30 PM	PROFESSIONAL	Lower Conference Rm.
3	02/21/2012	4:00 PM	7:30 PM	PROFESSIONAL	Lower Conference Rm.
4	02/27/2012	4:00 PM	7:30 PM	PROFESSIONAL	Lower Conference Rm.



# Professional Development Course Catalog

## Reading

### 1349 - Fall 2011: Book Group

**Description:** Join our community of book lovers as we read and discuss literature. While the instructor selects the book for the first session, participants choose reading materials for the last three. In addition to whole-group book discussions, teachers engage in small- and large-group activities that reinforce skills, invite creativity, and broaden literary experiences. For each class session, participants need to bring the chosen book to class plus five (5) written discussion questions about the book. You must attend each session.

The class includes a working dinner at a nearby restaurant (or you may bring your own food). The first three sessions meet in the 1907 room (second floor) of the Medina library, and the last session meets in Community Room B of the library.

The first reading selection is Sarah Blake's *The Postmistress* (paperback). Remember to bring the book as well as the discussion questions you have created from your reading. Also, for the first class, please bring solid adult reading suggestions for the other sessions.

Registration fee: \$60 Out-of-District fee: \$120

One (1) Graduate Credit Hour will be available at the cost of **\$140** through The University of Akron or **\$140** through Ashland University on the first day of class. 15 CEHs will be available at no charge.

Level: **Basic** Audience: **All Staff** Topic: **Reading** Hours: **15.00** College Credit: **Univ. of Akron/Ashland Univ.**

**Section:** 11-Fall Presenter(s): **DULICH** Register by: **10/18/2011** Enrollment Limit: **14**

*Meets on these dates:*

1	10/25/2011	4:00 PM	7:30 PM	MEDINA LIBRARY	1907 Room (second floor)
2	11/22/2011	4:00 PM	7:30 PM	MEDINA LIBRARY	1907 Room (second floor)
3	12/06/2011	4:00 PM	7:30 PM	MEDINA LIBRARY	1907 Room (second floor)
4	12/20/2011	4:00 PM	7:30 PM	MEDINA LIBRARY	Community Room B



# Professional Development Course Catalog

## Special Education

### 1350 - Response to Intervention

**Description:** RTI is a multi-tiered approach to help struggling learners and/or students with behavior issues. Student's progress is closely monitored at each stage of intervention to determine the need for further research-based instruction and/or intervention in general education. We will explore criteria for students to begin the process and theory behind the pyramid. You will be able to design your own pyramid, identify the learning or behavior problem, locate research-based interventions, implement the intervention, collect data, and make a presentation with graphs.

**Registration fee: \$120 Out-of-District fee: \$240**

Two (2) Graduate Credit Hours will be available at the cost of **\$280** through The University of Akron or **\$280** through Ashland University on the first day of class. 30 CEHs will be available at no charge.

Level: **Basic** Audience: **Teachers K-12** Topic: **Special Education** Hours: **30.00** College Credit: **Univ. of Akron/Ashland Univ.**

**Section:** 12-Winter Presenter(s): **EBEAL** Register by: **12/20/2011** Enrollment Limit: **15**

*Meets on these dates:*

Session	Date	Start Time	End Time	Level	Location
1	01/07/2012	8:00 AM	3:30 PM	PROFESSIONAL	Lower Conference Rm.
2	01/14/2012	8:00 AM	3:30 PM	PROFESSIONAL	Lower Conference Rm.
3	01/21/2012	8:00 AM	3:30 PM	PROFESSIONAL	Lower Conference Rm.
4	01/28/2012	8:00 AM	3:30 PM	PROFESSIONAL	Lower Conference Rm.

## Teacher Resources

### 1358 - Refocusing and Regaining Your Passion for Teaching

**Description:** This class will reignite the fire within the teacher to be excited about the profession! An emphasis will be on reorganizing priorities and creating an atmosphere that creates renewed enthusiasm for being a part of the world's greatest profession - teaching! This class will present strategies for developing positive relations with students, peers, parents, and the school administration. Nine strategies will be presented for avoiding burnout, a common characteristic of educators. Teachers will also reflect on their career and what changes are needed. In addition to a holistic look at all aspects of the teaching profession, educational models found in Defour, Wong, and Marzano will also be examined.

**Registration fee: \$60 Out-of-District fee: \$120**

One (1) Graduate Credit Hour will be available at the cost of **\$140** through The University of Akron or **\$140** through Ashland University on the first day of class. 15 CEHs will be available at no charge.

Level: **Basic** Audience: **All Staff** Topic: **Teacher Resources** Hours: **15.00** College Credit: **Univ. of Akron/Ashland Univ.**

**Section:** 12-Winter Presenter(s): **DHAFT** Register by: **02/24/2012** Enrollment Limit: **20**

*Meets on these dates:*

Session	Date	Start Time	End Time	Level	Location
1	03/03/2012	8:00 AM	3:30 PM	PROFESSIONAL	Lower Conference Rm.
2	03/10/2012	8:00 AM	3:30 PM	PROFESSIONAL	Lower Conference Rm.



# Professional Development Course Catalog

## Technology

### 1348 - Using Internet Resources in the Classroom

**Description:** Discover fun and easy ways to use the Internet to support curriculum standards. Experience interactive sites that could replace software. Work with sites to reinforce communication and information skills such as Google, wikis, blogs, Moodle, and virtual tours. Create lessons such as WebQuests and Internet Hunts.

**Registration fee: \$60 Out-of-District fee: \$120**

One (1) Graduate Credit Hour will be available at the cost of **\$140** through The University of Akron or **\$140** through Ashland University on the first day of class. 15 CEHs will be available at no charge.

Level: **Basic** Audience: **Teachers K-12** Topic: **Technology** Hours: **15.00** College Credit: **Univ. of Akron/Ashland Univ.**

**Section:** 11-Fall Presenter(s): **AEBERSOLE** Register by: **11/04/2011** Enrollment Limit: **15**

*Meets on these dates:*

1	11/12/2011	8:00 AM	3:30 PM	PROFESSIONAL	Computer Lab
2	11/19/2011	8:00 AM	3:30 PM	PROFESSIONAL	Computer Lab

### 1351 - SMART Board Back to Basics

**Description:** Learn how to use the Notebook software by building authentic learning applications ready to use inside the classroom. Build applications step-by-step by following along with instructor-lead and professionally produced video tutorials designed to support every step of the way to building Notebook applications. THIS IS A HANDS-ON WORKSHOP! Teachers will be actively engaged as they work through the different activities: orient the board, become familiar with the SMART Board toolbar, group two or more objects, lock objects, clone a page, clone an item, hyperlink, screen capture, attach files, navigate to another page, create shapes, and more. Participants will make their own lesson structure, first by searching for pre-made lesson ideas already available. (Web sites will be given to the class.) *Lessons must be interactive.* Download several lesson plans, then modify them to fit into your curriculum. Once you have seen a number of lessons, it will better prepare you to make a lesson on your own. Participants will begin designing their own lesson plan from beginning to end using the slides and tools in Notebook software. Participants will present their project in class using the SMART Board. This back-to-basics class is geared for beginners and others who would like a good review of the basic tools and how to use them. *Bring a flash drive to collect and share files for each session.*

**Registration fee: \$60 Out-of-District fee: \$120**

One (1) Graduate Credit Hour will be available at the cost of **\$140** through The University of Akron or **\$140** through Ashland University on the first day of class. 15 CEHs will be available at no charge.

Level: **Basic** Audience: **All Staff** Topic: **Technology** Hours: **15.00** College Credit: **Univ. of Akron/Ashland Univ.**

**Section:** 11-Fall Presenter(s): **SKELLY** Register by: **10/07/2011** Enrollment Limit: **15**

*Meets on these dates:*

1	10/15/2011	8:00 AM	3:30 PM	PROFESSIONAL	Computer Lab
2	10/22/2011	8:00 AM	3:30 PM	PROFESSIONAL	Computer Lab



# Professional Development Course Catalog

## Technology

### 1352 - SMART Board Beyond Basics

**Description:** Prerequisite for this class is "SMART Board Back to Basics." *This class is not for beginners. You must have a working knowledge of SMART Notebook software.* In this class, training will include many facets of hands-on learning and best teaching practices across the curriculum. Build applications step-by-step by following along with instructor-lead and professionally produced video tutorials designed to support every step of the way to building advanced Notebook applications. Participants will learn some "tricks" of the SMART Board and create interactive lessons that can be used over and over. We will be creating recordings on the SMART Board for playback and finding out how to use the video player that comes with the SMART Board. We will also learn how to attach audio files to objects, embed videos to create interactive and engaging lessons, and how to save frequently used items to the "My Content" folder in the Gallery. We will also be spending a great deal of time in the Lesson Activity Toolkit. (The Lesson Activity Toolkit is a Gallery collection of customizable tools and templates, including activities, games, and graphics that you can use to create professional-looking, interactive, and engaging lessons.) Participants will begin designing their own lesson plan from beginning to end using the slides and the advanced tools (embedding videos, audio, recordings, and the templates in the Toolkit) in Notebook software. Participants will present their project in class using the SMART Board. *Bring a flash drive to collect and share files for each session.*

Registration fee: **\$60** Out-of-District fee: **\$120**

One (1) Graduate Credit Hour will be available at the cost of **\$140** through The University of Akron or **\$140** through Ashland University on the first day of class. 15 CEHs will be available at no charge.

Level: **Intermediate** Audience: **All Staff** Topic: **Technology** Hours: **15.00** College Credit: **Univ. of Akron/Ashland Univ.**

**Section:** 11-Fall Presenter(s): **SKELLY** Register by: **10/21/2011** Enrollment Limit: **15**

*Meets on these dates:*

1	10/29/2011	8:00 AM	3:30 PM	PROFESSIONAL	Computer Lab
2	11/05/2011	8:00 AM	3:30 PM	PROFESSIONAL	Computer Lab



# Professional Development Course Catalog

## Technology

### 1353 - SMART Board Back to Basics

**Description:** Learn how to use the Notebook software by building authentic learning applications ready to use inside the classroom. Build applications step-by-step by following along with instructor-lead and professionally produced video tutorials designed to support every step of the way to building Notebook applications. THIS IS A HANDS-ON WORKSHOP! Teachers will be actively engaged as they work through the different activities: orient the board, become familiar with the SMART Board toolbar, group two or more objects, lock objects, clone a page, clone an item, hyperlink, screen capture, attach files, navigate to another page, create shapes, and more. Participants will make their own lesson structure, first by searching for pre-made lesson ideas already available. (Web sites will be given to the class.) *Lessons must be interactive.* Download several lesson plans, then modify them to fit into your curriculum. Once you have seen a number of lessons, it will better prepare you to make a lesson on your own. Participants will begin designing their own lesson plan from beginning to end using the slides and tools in Notebook software. Participants will present their project in class using the SMART Board. This back-to-basics class is geared for beginners and others who would like a good review of the basic tools and how to use them. *Bring a flash drive to collect and share files for each session.*

**Registration fee: \$60 Out-of-District fee: \$120**

One (1) Graduate Credit Hour will be available at the cost of **\$140** through The University of Akron or **\$140** through Ashland University on the first day of class. 15 CEHs will be available at no charge.

Level: **Basic** Audience: **All Staff** Topic: **Technology** Hours: **15.00** College Credit: **Univ. of Akron/Ashland Univ.**

**Section:** 12-Winter Presenter(s): **SKELLY** Register by: **01/27/2012** Enrollment Limit: **15**

*Meets on these dates:*

1	02/04/2012	8:00 AM	3:30 PM	PROFESSIONAL	Computer Lab
2	02/11/2012	8:00 AM	3:30 PM	PROFESSIONAL	Computer Lab



# Professional Development Course Catalog

## Technology

### 1354 - SMART Board Beyond Basics

**Description:** Prerequisite for this class is "SMART Board Back to Basics." *This class is not for beginners. You must have a working knowledge of SMART Notebook software.* In this class, training will include many facets of hands-on learning and best teaching practices across the curriculum. Build applications step-by-step by following along with instructor-lead and professionally produced video tutorials designed to support every step of the way to building advanced Notebook applications. Participants will learn some "tricks" of the SMART Board and create interactive lessons that can be used over and over. We will be creating recordings on the SMART Board for playback and finding out how to use the video player that comes with the SMART Board. We will also learn how to attach audio files to objects, embed videos to create interactive and engaging lessons, and how to save frequently used items to the "My Content" folder in the Gallery. We will also be spending a great deal of time in the Lesson Activity Toolkit. (The Lesson Activity Toolkit is a Gallery collection of customizable tools and templates, including activities, games, and graphics that you can use to create professional-looking, interactive, and engaging lessons.) Participants will begin designing their own lesson plan from beginning to end using the slides and the advanced tools (embedding videos, audio, recordings, and the templates in the Toolkit) in Notebook software. Participants will present their project in class using the SMART Board. *Bring a flash drive to collect and share files for each session.*

Registration fee: **\$60** Out-of-District fee: **\$120**

One (1) Graduate Credit Hour will be available at the cost of **\$140** through The University of Akron or **\$140** through Ashland University on the first day of class. 15 CEHs will be available at no charge.

Level: **Intermediate** Audience: **All Staff** Topic: **Technology** Hours: **15.00** College Credit: **Univ. of Akron/Ashland Univ.**

**Section:** 12-Winter Presenter(s): **SKELLY** Register by: **02/10/2012** Enrollment Limit: **15**

*Meets on these dates:*

1	02/18/2012	8:00 AM	3:30 PM	PROFESSIONAL	Computer Lab
2	02/25/2012	8:00 AM	3:30 PM	PROFESSIONAL	Computer Lab



# Professional Development Course Catalog

## Technology

### 1355 - Going Google: Using Google to Create a Classroom Web Site

**Description:** This workshop is designed for participants who desire their own classroom Web site, but don't know where to begin. Using free Google products and cloud computing, participants will create a practical Web site for student, parent, and teacher use. By creating a Gmail account and first learning about Google Docs, participants will gain knowledge of the building blocks required for creating a Google Site. They will engage in exercises and activities to assist them in learning how to go Google. Next, participants will begin the process of creating their own individual site by using Google Sites. There will be an active demonstration on how to more effectively search the Internet for items such as clip art as well as how to insert images, videos, attachments, and links into one's Web site. While not necessary, it is recommended that before attending the workshop, participants should have a general idea of what they would like to include in their classroom Web site and bring along any electronic documents, images, or resources they would like to post to a Web site. Participants will have time to generate new ideas for the content of their Web site as well as view sample sites created in Google Sites. Upon culmination of the workshop, participants will have a live, up and running Web site that they will be able to implement into their classrooms to better service their learners.

**Registration fee: \$60 Out-of-District fee: \$120**

One (1) Graduate Credit Hour will be available at the cost of **\$140** through The University of Akron or **\$140** through Ashland University on the first day of class. 15 CEHs will be available at no charge.

Level: **Basic** Audience: **Teachers K-12** Topic: **Technology** Hours: **15.00** College Credit: **Univ. of Akron/Ashland Univ.**

**Section:** 11-Fall Presenter(s): **SCOATES** Register by: **10/11/2011** Enrollment Limit: **15**

*Meets on these dates:*

1	10/18/2011	4:30 PM	8:00 PM	PROFESSIONAL	Computer Lab
2	10/20/2011	4:30 PM	8:00 PM	PROFESSIONAL	Computer Lab
3	10/25/2011	4:30 PM	8:00 PM	PROFESSIONAL	Computer Lab
4	10/27/2011	4:30 PM	8:00 PM	PROFESSIONAL	Computer Lab



# Professional Development Course Catalog

## Technology

### 1356 - Going Google: Using Google to Create a Classroom Web Site

**Description:** This workshop is designed for participants who desire their own classroom Web site, but don't know where to begin. Using free Google products and cloud computing, participants will create a practical Web site for student, parent, and teacher use. By creating a Gmail account and first learning about Google Docs, participants will gain knowledge of the building blocks required for creating a Google Site. They will engage in exercises and activities to assist them in learning how to go Google. Next, participants will begin the process of creating their own individual site by using Google Sites. There will be an active demonstration on how to more effectively search the Internet for items such as clip art as well as how to insert images, videos, attachments, and links into one's Web site. While not necessary, it is recommended that before attending the workshop, participants should have a general idea of what they would like to include in their classroom Web site and bring along any electronic documents, images, or resources they would like to post to a Web site. Participants will have time to generate new ideas for the content of their Web site as well as view sample sites created in Google Sites. Upon culmination of the workshop, participants will have a live, up and running Web site that they will be able to implement into their classrooms to better service their learners.

**Registration fee: \$60 Out-of-District fee: \$120**

One (1) Graduate Credit Hour will be available at the cost of **\$140** through The University of Akron or **\$140** through Ashland University on the first day of class. 15 CEHs will be available at no charge.

Level: **Basic** Audience: **Teachers K-12** Topic: **Technology** Hours: **15.00** College Credit: **Univ. of Akron/Ashland Univ.**

**Section:** 12-Winter Presenter(s): **SCOATES** Register by: **02/29/2012** Enrollment Limit: **15**

*Meets on these dates:*

1	03/07/2012	4:30 PM	8:00 PM	PROFESSIONAL	Computer Lab
2	03/08/2012	4:30 PM	8:00 PM	PROFESSIONAL	Computer Lab
3	03/13/2012	4:30 PM	8:00 PM	PROFESSIONAL	Computer Lab
4	03/15/2012	4:30 PM	8:00 PM	PROFESSIONAL	Computer Lab



# Professional Development Course Catalog

## Technology

### 1357 - Technology Tools for Today's Teacher

**Description:** This class will overview popular and FREE tools that can aid teachers in the classroom using technology. Topics include collaborative teaching tools, creating and presenting Pod / Vodcasts, video editing for enhanced presentations, creating your own teacher Web site, file and information sharing with students, as well as spreadsheet use in the classroom for teachers and students. Participants will be able to take several ideas immediately back to the classroom to implement. Do you want to share information, lesson plans, presentations, and general classroom policies online? Do you want to support student learning needs from home? This class will overview some powerful online tools to help execute your instructional goals all from your own teaching Web site.

**Registration fee: \$60 Out-of-District fee: \$120**

One (1) Graduate Credit Hour will be available at the cost of **\$140** through The University of Akron or **\$140** through Ashland University on the first day of class. 15 CEHs will be available at no charge.

Level: **Basic** Audience: **All Staff** Topic: **Technology** Hours: **15.00** College Credit: **Univ. of Akron/Ashland Univ.**

**Section:** 11-Fall Presenter(s): **GMATHEOU** Register by: **10/25/2011** Enrollment Limit: **15**

*Meets on these dates:*

Session	Date	Start Time	End Time	Level	Location
1	11/01/2011	4:00 PM	7:30 PM	PROFESSIONAL	Computer Lab
2	11/03/2011	4:00 PM	7:30 PM	PROFESSIONAL	Computer Lab
3	11/08/2011	4:00 PM	7:30 PM	PROFESSIONAL	Computer Lab
4	11/10/2011	4:00 PM	7:30 PM	PROFESSIONAL	Computer Lab

### 1360 - "Smart" Ways to Use Interactive Boards in Elementary Classrooms

**Description:** This class will help teachers understand how easy it is to incorporate interactive (SMART Board) lessons into an elementary classroom. Learn how you can use an interactive board to start your morning meeting, reading lessons, math (Everyday Math) lessons, and review games.

**Registration fee: \$60 Out-of-District fee: \$120**

One (1) Graduate Credit Hour will be available at the cost of **\$140** through The University of Akron or **\$140** through Ashland University on the first day of class. 15 CEHs will be available at no charge.

Level: **Basic** Audience: **Teachers K-3** Topic: **Technology** Hours: **15.00** College Credit: **Univ. of Akron/Ashland Univ.**

**Section:** 12-Winter Presenter(s): **CCAMILLETTI** Register by: **03/09/2012** Enrollment Limit: **15**

*Meets on these dates:*

Session	Date	Start Time	End Time	Level	Location
1	03/17/2012	8:30 AM	4:00 PM	PROFESSIONAL	Computer Lab
2	03/24/2012	8:30 AM	4:00 PM	PROFESSIONAL	Computer Lab



# Professional Development Course Catalog

## Technology

### 1361 - Introductory Microsoft Excel Concepts and Projects

**Description:** This class will focus on the introductory concepts of Microsoft Excel. Participants will begin with several independent tutorials to illustrate fundamental concepts. Participants will also choose a project to apply the concepts learned to their specific needs (i.e. teachers may choose a project related to classroom management, grade reporting, student progress, etc.) Topics include: terminology, calculations within worksheets, formulas, functions, graphs & charts, and formatting worksheets. No prior experience of Excel is required!

**Registration fee: \$60 Out-of-District fee: \$120**

**Book fee: To Be Determined**

One (1) Graduate Credit Hour will be available at the cost of **\$140** through The University of Akron or **\$140** through Ashland University on the first day of class. 15 CEHs will be available at no charge.

Level: **Basic** Audience: **All Staff** Topic: **Technology** Hours: **15.00** College Credit: **Univ. of Akron/Ashland Univ.**

**Section:** 11-Fall Presenter(s): **GMATHEOU** Register by: **10/31/2011** Enrollment Limit: **15**

*Meets on these dates:*

1	11/14/2011	4:00 PM	7:30 PM	PROFESSIONAL	Computer Lab
2	11/16/2011	4:00 PM	7:30 PM	PROFESSIONAL	Computer Lab
3	11/18/2011	4:00 PM	7:30 PM	PROFESSIONAL	Computer Lab
4	11/21/2011	4:00 PM	7:30 PM	PROFESSIONAL	Computer Lab

### 1362 - Introductory Microsoft Access Concepts and Projects

**Description:** This class will focus on the introductory concepts of Microsoft Access. Participants will begin with several independent tutorials to illustrate fundamental concepts. Participants will also choose a project to apply the concepts learned to their specific needs (i.e. teachers may choose a project related to: classroom management, custom grade reporting, statistical tracking, etc.) Topics include: terminology, database design, table & query structure, creating queries & reports, sorting, and joining tables. No prior experience in Access is required!

**Registration fee: \$60 Out-of-District fee: \$120**

**Book fee: To Be Determined**

One (1) Graduate Credit Hour will be available at the cost of **\$140** through The University of Akron or **\$140** through Ashland University on the first day of class. 15 CEHs will be available at no charge.

Level: **Basic** Audience: **All Staff** Topic: **Technology** Hours: **15.00** College Credit: **Univ. of Akron/Ashland Univ.**

**Section:** 11-Fall Presenter(s): **GMATHEOU** Register by: **11/15/2011** Enrollment Limit: **15**

*Meets on these dates:*

1	11/29/2011	4:00 PM	7:30 PM	PROFESSIONAL	Computer Lab
2	12/01/2011	4:00 PM	7:30 PM	PROFESSIONAL	Computer Lab
3	12/06/2011	4:00 PM	7:30 PM	PROFESSIONAL	Computer Lab
4	12/08/2011	4:00 PM	7:30 PM	PROFESSIONAL	Computer Lab

## ONLINE—53 courses you can take ONLINE!

All courses run for six weeks, and are composed of 12 lessons, representing 24 or more hours of instruction. You will be granted access to two lessons each week. Each lesson will be accompanied by a short, multiple-choice quiz, and some lessons may also include an optional, hands-on assignment. The course will conclude with an online final exam. There is a two-week grace period built into each of the quizzes and final exams. As long as you can live with that two week time frame, you can read each lesson at your leisure, and complete each assignment when it is convenient for you. If you start to fall behind, we can grant you a ten day extension at the end of the course, with no more than one extension per course. Each of your lessons is also accompanied by an interactive discussion area. When you need help with a lesson, all you have to do is post your question or inquiry in the appropriate course discussion area, where the instructor, his or her teaching assistant, or one of your fellow students will respond.

You can receive either ONE or TWO Semester Hours per class, depending on your choice of the additional assignment. In order to receive the graduate credit, participants must complete the course contact hour requirement, complete all 12 lesson quizzes with a passing score of at least 80% per quiz (you may take the quiz multiple times if necessary to receive a passing score), receive a score of 70% or better on the final exam as evidenced by the certificate of completion, and submit one additional graded assignment to the Medina County Schools' ESC (see "Online Assignment - Instructions for Semester Hours" on pages 13 and 14).

Session 1: 10/19/11 - 12/09/11 ➔ <b>Registration Deadline:</b> 10/12/11	Session 4: 01/18/12 - 03/09/12 ➔ <b>Registration Deadline:</b> 01/11/12
Session 2: 11/09/11 - 12/30/11 ➔ <b>Registration Deadline:</b> 11/02/11	Session 5: 02/15/12 - 04/06/12 ➔ <b>Registration Deadline:</b> 02/08/12
Session 3: 12/14/11 - 02/03/12 ➔ <b>Registration Deadline:</b> 12/07/11	Session 6: 03/21/12 - 05/11/12 ➔ <b>Registration Deadline:</b> 03/14/12

### Classroom Math

- Teaching Math: Grades 4-6
- Introduction to Algebra
- Singapore Math Strategies: Model Drawing for Grades 1-6
- Singapore Math: Number Sense and Computational Strategies

### Classroom Teaching

- Creating K-12 Learning Materials
- Survival Kit for New Teachers
- Solving Classroom Discipline Problems I
- Solving Classroom Discipline Problems II
- Teaching Adult Learners
- Teaching Preschool: A Year of Inspiring Lessons
- Teaching Science: Grades 4-6
- Teaching Writing: Grades 4-6
- The Creative Classroom
- Understanding Adolescents

### Classroom Technology

- Teaching Smarter With SMART Boards
- The Classroom Computer
- Integrating Technology in the Classroom
- Using the Internet in the Classroom
- Guiding Kids on the Internet
- Web 2.0: Blogs, Wikis, and Podcasts
- Creating a Classroom Web Site
- Creating Web Pages I

### Computer Applications

- Introduction to Microsoft Access 2007
- Introduction to Microsoft Excel 2007
- Introduction to Microsoft Excel 2010
- Introduction to Microsoft PowerPoint 2007
- Introduction to Microsoft Publisher 2007
- Introduction to Microsoft Word 2007
- Introduction to Microsoft Word 2010
- Microsoft Excel 2007 in the Classroom
- Microsoft Excel 2010 in the Classroom
- Microsoft PowerPoint 2007 in the Classroom
- Microsoft Word 2007 in the Classroom

### English as a Second Language

- An Introduction to Teaching ESL/EFL
- Teaching ESL/EFL Reading
- Teaching ESL/EFL Grammar
- Teaching ESL/EFL Vocabulary
- Practical Ideas for the Adult ESL/EFL Classroom

### Reading and Language Development

- Enhancing Language Development in Childhood
- Guided Reading and Writing: Strategies for Maximum Student Achievement
- Ready, Set, Read!

### Special Needs

- The Differentiated Instruction and Response to Intervention Connection
- Creating the Inclusive Classroom: Strategies for Success
- Differentiated Instruction in the Classroom
- Empowering Students With Disabilities
- Guided Reading: Strategies for the Differentiated Classroom
- Response To Intervention (RTI): Reading Strategies That Work
- Teaching Students With Autism: Strategies for Success
- Teaching Students With Learning Disabilities

### Technical Writing

- A to Z Grant Writing
- Advanced Grant Proposal Writing
- Get Grants!
- Writing Effective Grant Proposals

View complete course descriptions at:

[www.ed2go.com/mesc](http://www.ed2go.com/mesc)

### RATES PER COURSE:

**2.4 CEUs Only**  
**\$105**

**1 Semester Hour**  
**\$235**  
**\*\$260**

**2 Semester Hours**  
**\$410**  
**\*\$460**

\*Out-of-District educators pay the higher rate.

## **Online Assignment - Instructions for Two Semester Hours**

*Participants wishing to receive only CEUs do NOT need to complete this additional assignment.*

Two semester hours of graduate credit are available from either Ashland University OR The University of Akron. To qualify for graduate credit, you must complete the quiz and final exam requirements as detailed on page 12, and complete an additional assignment.

### **PROJECT/ASSIGNMENT FOR TWO SEMESTER HOURS**

One final assignment must be completed as referenced below in addition to the online coursework. Please choose only one.

1. **Specific Written Assignment:** An 8-question written assignment paper will be made available to each student at the conclusion of the class. Please send an e-mail to [jsailer@medina-esc.org](mailto:jsailer@medina-esc.org) and request the assignment when you are ready. Each question is related to information presented in the class, and requires both content mastery and application of knowledge.
2. **Application or Research Paper:** If you prefer, you may write your own paper describing the application of your class to your current job/classroom. This may be in the form of a research paper, or description of current practices. You may include lesson plans as part of your paper. Guidelines:
  - Three to five pages in length
  - Typed, double-spaced
  - 12 point font/about 1,000-2,000 words
  - Lesson plans may be included as part of your content
3. **Computer Basics:** For technology classes, provide a copy of one of the projects you developed during the course of your class. Choose the option appropriate to the course for which it is being submitted.
  - PowerPoint - 10-15 slides
  - Computer Basics/Integrated Software - three projects or applications (three spreadsheet samples, three database samples, three word documents, etc.)
4. **Web Page Construction:** For Web page construction classes, provide a LINK to the Web page you developed. Your home page should have three additional LINKS on it.
5. Custom-made assignments better suited to meet the needs of your particular class may also be arranged with the Medina County Schools' ESC. Contact Dr. Dan Vincent with questions regarding your assignment. Dr. Vincent can be reached at 330-723-6393, Ext. 113, or [dvincent@medina-esc.org](mailto:dvincent@medina-esc.org).

### **GUIDELINES:**

- Assignments must be received by the Medina County Schools' Educational Service Center no later than thirty (30) days after the close of the class. After thirty days a grade of IP (In Progress) will be assigned.
- Projects/Assignments not submitted within 10 weeks of the conclusion of the class will result in a grade of U (Unsatisfactory) - which is final and not subject to modification.
- Assignments should be sent electronically by e-mail to: [jsailer@medina-esc.org](mailto:jsailer@medina-esc.org)
- Please use a primary, workable e-mail address for us to contact you with.

### **SUBMISSION OF YOUR ASSIGNMENT:**

When you submit your assignment, please provide the following information at the front of your document or project:

Your Name  
E-mail  
Phone Number  
Title of Your Class  
Title/Subject of Your Paper/Project  
1 OR 2 Semester Hours

Assignments are Pass/Fail. Participants will be notified directly if their assignment does not meet passing criteria.

## Online Assignment - Instructions for One Semester Hour

*Participants wishing to receive only CEUs do NOT need to complete this additional assignment.*

One semester hour of graduate credit is available from either Ashland University OR The University of Akron. To qualify for graduate credit, you must complete the quiz and final exam requirements as detailed on page 12, and complete an additional assignment.

### **PROJECT/ASSIGNMENT FOR ONE SEMESTER HOUR**

One final assignment must be completed as referenced below in addition to the online coursework. Please choose only one.

1. **Specific Written Assignment:** A 5-question written assignment paper will be made available to each student at the conclusion of the class. Please send an e-mail to [jsailer@medina-esc.org](mailto:jsailer@medina-esc.org) and request the assignment when you are ready. Each question is related to information presented in the class, and requires both content mastery and application of knowledge.
2. **Application or Research Paper:** If you prefer, you may write your own paper describing the application of your class to your current job/classroom. This may be in the form of a research paper, or description of current practices. You may include lesson plans as part of your paper. Guidelines:
  - Two to four pages in length
  - Typed, double-spaced
  - 12 point font/about 600-1,200 words
  - Lesson plans may be included as part of your content
3. **Computer Basics:** For technology classes, provide a copy of one of the projects you developed during the course of your class. Choose the option appropriate to the course for which it is being submitted.
  - PowerPoint - 7-12 slides
  - Computer Basics/Integrated Software - two projects or applications (two spreadsheet samples, two database samples, two word documents, etc.)
4. **Web Page Construction:** For Web page construction classes, provide a LINK to the Web page you developed. Your home page should have three additional LINKS on it.
5. Custom-made assignments better suited to meet the needs of your particular class may also be arranged with the Medina County Schools' ESC. Contact Dr. Dan Vincent with questions regarding your assignment. Dr. Vincent can be reached at 330-723-6393, Ext. 113, or [dvincent@medina-esc.org](mailto:dvincent@medina-esc.org).

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Your Name  
E-mail  
Phone Number  
Title of Your Class  
Title/Subject of Your Paper/Project  
1 OR 2 Semester Hours

Assignments are Pass/Fail. Participants will be notified directly if their assignment does not meet passing criteria.

## Fall/Winter 2011-2012 Staff Development Registration Form

Name: \_\_\_\_\_ Social Security No.: \_\_\_\_\_

Home Address: \_\_\_\_\_  
 check if new address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

School District of Employment: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Position Held & School Building: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Are you taking for semester hours? \_\_\_\_\_ Yes \_\_\_\_\_ No

**Method of Payment:**

Cash  Check  Money Order Please make check/money order payable to Medina County Schools.

Visa  MasterCard Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ Amount: \_\_\_\_\_

3-Digit Security Code (Located on the back of the card.) \_\_\_\_\_ Signature: \_\_\_\_\_

- \_\_\_\_\_ 1348 Using Internet Resources in the Classroom  
Registration Deadline: 11/04/11 FEE: **\$60** \***\$120**
- \_\_\_\_\_ 1349 Fall 2011: Book Group  
Registration Deadline: 10/18/11 FEE: **\$60** \***\$120**
- \_\_\_\_\_ 1350 Response to Intervention  
Registration Deadline: 12/20/11 FEE: **\$120** \***\$240**
- \_\_\_\_\_ 1351 SMART Board Back to Basics  
Registration Deadline: 10/07/11 FEE: **\$60** \***\$120**
- \_\_\_\_\_ 1352 SMART Board Beyond Basics  
Registration Deadline: 10/21/11 FEE: **\$60** \***\$120**
- \_\_\_\_\_ 1353 SMART Board Back to Basics  
Registration Deadline: 01/27/12 FEE: **\$60** \***\$120**
- \_\_\_\_\_ 1354 SMART Board Beyond Basics  
Registration Deadline: 02/10/12 FEE: **\$60** \***\$120**
- \_\_\_\_\_ 1355 Going Google: Using Google to Create a Classroom Web Site  
Registration Deadline: 10/11/11 FEE: **\$60** \***\$120**

- \_\_\_\_\_ 1356 Going Google: Using Google to Create a Classroom Web Site  
Registration Deadline: 02/29/12 FEE: **\$60** \***\$120**
- \_\_\_\_\_ 1357 Technology Tools for Today's Teacher  
Registration Deadline: 10/25/11 FEE: **\$60** \***\$120**
- \_\_\_\_\_ 1358 Refocusing and Regaining Your Passion for Teaching  
Registration Deadline: 02/24/12 FEE: **\$60** \***\$120**
- \_\_\_\_\_ 1359 Brain-Based Learning: A Differentiated Approach to Meeting the Needs of 21st Century Learners  
Registration Deadline: 01/30/12 FEE: **\$60/\$15** \***\$120/\$15**
- \_\_\_\_\_ 1360 "Smart" Ways to Use Interactive Boards in Elementary Classrooms  
Registration Deadline: 03/09/12 FEE: **\$60** \***\$120**
- \_\_\_\_\_ 1361 Introductory Microsoft Excel Concepts and Projects  
Registration Deadline: 10/31/11 FEE: **\$60/TBD** \***\$120/TBD**
- \_\_\_\_\_ 1362 Introductory Microsoft Access Concepts and Projects  
Registration Deadline: 11/15/11 FEE: **\$60/TBD** \***\$120/TBD**

\*Out-of-District educators pay the higher rate.



# **Medina County Schools'**



# **Educational Service Center**

Medina County Schools' ESC  
124 West Washington Street  
Medina, Ohio 44256