



**PREMIER PROGRAM SERIES
PROFESSIONAL DEVELOPMENT OPPORTUNITIES
2015 - 2016**

INSTRUCTIONAL BEST PRACTICES

Course Description:

This course is an introduction to the design and use of CTE curriculum. In this highly engaging course teachers will focus on the design and delivery of relevant and engaging lessons. Special emphasis is placed on active participation strategies, a strong introduction to each lesson, clear and appropriate objective(s), a variety of ways to meet the objective(s), and closure to assess learning. These strategies will be woven across the entire workshop. All participants who complete both days of this workshop will receive password-protected access to the AZ CTE Curriculum Consortium with its 3500+ bank of outstanding lesson plans for more than 20 CTE courses written by Arizona CTE teachers. This course is excellent for every teacher. Ace your next evaluation!

ADE Credit Available

Duration: 2 days, no homework

<u>Pima County JTED Offerings</u>	<u>West-MEC Offerings</u> (These are separate offerings – not two days back to back.)	<u>ACTEAZ Offerings</u>
<p><u>Dates:</u> July 6-7, 2015 (2-day course) September 1-2, 2015 (2-day course) January 20-21, 2016 (2-day course)</p> <p>Pima County JTED @ Master Pieces 2855 W. Master Pieces Dr. Building 4 / PD Classroom Tucson, AZ 85741</p> <p><u>Time:</u> 8:00 a.m. – 4:00 p.m. each day (both days are required)</p>	<p><u>DAY 1</u> July 24, 2015</p> <p><u>DAY 2</u> July 29, 2015</p> <p><u>Location:</u> West-MEC Corporate Center 5487 N. 99th Avenue Glendale, AZ 85305</p> <p><u>Time:</u> 8:00 a.m. – 4:00 p.m.</p> <p><u>DAY 1</u> August 20, 2015 – START @ West-MEC</p> <p><u>DAY 2</u> August 25, 2015 – West-MEC Main</p> <p><u>DAY 1</u> October 20, 2015 – START @ West-MEC</p>	<p><u>Dates:</u> July 17 & 18, 2015</p> <p><u>Location:</u> Summer Conference Westin LaPaloma Resort Tucson, AZ</p> <p><u>Time:</u> 8:00 a.m. – 4:00 p.m. (both days are required)</p> <p><u>Dates:</u> July 27-28, 2015</p> <p><u>Location:</u> Marcos de Niza High School Faculty Dining Room 6000 South Lakeshore Tempe, Arizona 85283</p> <p><u>Time:</u> 8:00 am to 4:00 pm (both days are required)</p> <p><u>Dates:</u> August 18th & 19th, 2015</p> <p><u>Location:</u> Chandler Unified School District - Instructional Resource Center 500 W. Galveston Street Chandler, AZ 85225</p> <p><u>Time:</u> 8:00 a.m.–3:00 p.m. (both days are required)</p>
<p>To register and cost information – Please contact Mary Andrade@ mandrade@pimajted.org</p>	<p>To register and cost information – Please contact the West-MEC Office at 623-738-0023</p>	<p>To register and cost information – Please contact the www.acteaz.org click Professional Development Tab</p>

CLASSROOM MANAGEMENT

Course Description:

In this course, teachers will enhance classroom management skills by developing procedures and routines that are perfect for YOUR situation. In this course, we will take a deep look at the philosophy of “Discipline with Dignity” and develop classroom rules and consequences. Participants will be empowered to create an atmosphere which is conducive to learning and high expectations. All of this is based on the belief that excellent classroom management is built on the foundation of well-planned, relevant and engaging lessons.

NOTE: ADE Credit available
Depending on location – homework may be required

Pima County JTED Offerings

Dates:

July 8-9, 2015 (2-day course)
 September 9-10, 2015 (2-day course)
 February 9-10, 2016 (2-day course)

Location:

Pima County JTED @ Master Pieces
 2855 W. Master Pieces Dr.
 Building 4 / PD Classroom
 Tucson, AZ 85741

Time:

8:00 a.m. – 4:00 p.m. each day

West-MEC Offerings

Date:

July 30, 2015
 September 4, 2015

Location:

West-MEC
 Corporate Center
 5487 N. 99th Avenue
 Glendale, AZ 85305

Time:

8:00 a.m. – 4:00 p.m.

ACTEAZ Offerings

Date:

Saturday, July 18, 2015

Location:

Summer Conference
 Westin LaPaloma Resort
 Tucson, AZ

Time:

8:00 a.m. – 4:00 p.m.

Date:

Wednesday – October 23, 2015

Location:

Chandler Unified School District
 Instructional Resource Center
 500 W. Galveston Street
 Chandler, AZ 85225

Time:

8:00 a.m. – 3:00 p.m.

To register and cost information – Please contact Mary Andrade@ mandrade@pimajted.org

To register and cost information – Please contact the West-MEC Office at 623-738-0023

To register and cost information – Please contact the www.acteaz.org click Professional Development Tab

LABORATORY SAFETY AND MANAGEMENT

Course Description:

Are you ready for students in the lab? This workshop is designed to help participants develop a laboratory improvement plan including management, clean-up procedures, safety procedures, and meeting monitoring agency mandates. Join us as we identify a variety of practical steps you can take to ensure that your students are safe in the laboratory and that you are protected. Participants will have the opportunity to evaluate their CTE labs and develop a management system for their CTE labs. You will also be treated to a variety of techniques to enable you to manage your lab effectively and efficiently. Additionally, you will gain new skills needed to utilize a proven methodology of teaching in the lab or shop.

NOTE: There is homework associated with this class if you wish to earn ADE credit.

Pima County JTED Offerings

Dates:

October 27, 2015
February 18, 2016

Location:

Pima County JTED @ Master Pieces
2855 W. Master Pieces Dr.
Building 4 / PD Classroom
Tucson, AZ 85741

Time:

8:00am – 4:00pm

West-MEC Offerings

Date:

October 22, 2015

Location:

West-MEC
Corporate Center
5487 N. 99th Avenue
Glendale, AZ 85305

Time:

8:00 a.m. – 2:00 p.m.

ACTEAZ Offerings

Date:

July 18, 2014, 2015

Location:

Summer Conference
Westin LaPaloma Resort
Tucson, AZ

Time:

8:00 a.m. – 4:00 p.m.

Date:

October 27, 2015

Location:

Chandler Unified School District
Instructional Resource Center
500 W. Galveston Street
Chandler, AZ 85225

Time:

8:00 a.m. – 3:00 p.m.

To register and cost information – Please contact Mary Andrade@ mandrade@pimajted.org

To register and cost information – Please contact the West-MEC Office at 623-738-0023

To register and cost information – Please contact the www.acteaz.org click Professional Development Tab

CTE PROGRAM MANAGEMENT

Course Description:

What constitutes an “approved program”? Come and learn in depth what is required to ensure that your program is in compliance and eligible to receive Federal, State and JTED funding. You will leave with the skills needed to manage the many facets of running a premier CTE program including: purchasing, collection of data, reports, advisory committees, work-based learning, Career and Technical Student Organizations (CTSO), end of program assessments, attracting and retaining non-traditional students and more. You will develop a 3-year implementation plan for your own CTE Program to be a premier program!

NOTE: There is homework associated with this class if you wish to earn ADE credit.

Pima County JTED Offerings

Dates:

September 17, 2015
March 3, 2016

Location:

Pima County JTED @ Master Pieces
2855 W. Master Pieces Dr.
Building 4 / PD Classroom
Tucson, AZ 85741

Time:

8:00 a.m. – 4:00 p.m.

West-MEC Offerings

Date:

November 3, 2015

Location:

West-MEC
Corporate Center
5487 N. 99th Avenue
Glendale, AZ 85305

Time:

8:00 a.m. – 4:00 p.m.

ACTEAZ Offerings

Date:

August 3, 2015

Location:

Flagstaff High School
400 W Elm Ave
Flagstaff, AZ 86001
(928) 773-8100

Time:

8:00 a.m. – 4:00 p.m.

To register and cost information – Please contact Mary Andrade@ mandrade@pimajted.org

To register and cost information – Please contact the West-MEC Office at 623-738-0023

To register and cost information – Please contact the www.acteaz.org click Professional Development Tab

CTSO ADVISOR TOOLBOX

Course Description:

This workshop is designed to help Career and Technical Student Organization (CTSO) advisers get a handle on managing a CTSO. During this workshop advisers will discuss how to manage a CTSO, how to integrate a CTSO effectively in the curriculum, related legal and ethical issues, conducting awards recognition functions and more. Advisers will also be acquainted with CTSO resources.

ADE Credit Available

Duration: 1 day + homework assignment

Pima County JTED Offerings

Date:

February 23, 2016

Location:

Pima County JTED @ Master Pieces
2855 W. Master Pieces Dr.
Building 4 / PD Classroom
Tucson, AZ 85741

Time:

8:00 a.m. – 4:00 p.m.

West-MEC Offerings

Date:

September 30, 2015

Location:

West-MEC
Corporate Center
5487 N. 99th Avenue
Glendale, AZ 85305

Time:

8:00 a.m. – 4:00 p.m.

ACTEAZ Offerings

Date:

July 19, 2015

Location:

Summer Conference
Westin LaPaloma Resort
Tucson, AZ

Time:

8:00 a.m. – 4:00 p.m.

Date:

August 11, 2015

Location:

Chandler Unified School District
Instructional Resource Center
500 W. Galveston Street
Chandler, AZ 85225

Time:

8:00 a.m. – 3:00 p.m.

To register and cost information – Please contact Mary Andrade@ mandrade@pimajted.org

To register and cost information – Please contact the West-MEC Office at 623-738-0023

To register and cost information – Please contact the www.acteaz.org click Professional Development Tab

CTSO TRAINING

Course Description:

This is a one-day, stand-alone training designed for CTSO officer teams and advisers. This workshop will cover a variety of topics including conducting effective meetings, officer duties, events management, and developing a Program of Work. Participating teams will receive lunch, notebooks, jump drives and a gavel.

Duration: 1 day + homework assignment

<u>Pima County JTED Offerings</u>	<u>West-MEC Offerings</u>	<u>ACTEAZ Offerings</u>
<p><u>CTSO Beginning Officer Training</u></p> <p><u>Dates:</u></p> <p>August 27, 2015 September 22, 2015 September 29, 2015</p> <p><u>CTSO Advanced Officer Training</u></p> <p><u>Dates:</u></p> <p>October 1, 2015 January 29, 2016</p>	<p><u>Date:</u></p> <p>August 24th, 27th, 2015 September 3rd, 11th, 14th, 15th, 18th, 21st, 22nd, 23rd, 24th, 25th, 29th, 30th October 8th</p> <p><u>Location:</u> West-MEC Corporate Center 5487 N. 99th Avenue Glendale, AZ 85305</p> <p><u>Time:</u> 8:00 a.m. – 2:00 p.m.</p> <p><u>Instructor:</u> John Mulcahy</p> <p>NOTE: These classes fill up quickly and are usually individual schools. Please call for availability.</p>	<p><u>Date:</u></p> <p>Upon Request</p>
<p>To register and cost information – Please contact Mary Andrade@ mandrade@pimajted.org</p>	<p>To register and cost information – Please contact the West-MEC Office at 623-738-0023</p>	<p>To register and cost information – Please contact the www.acteaz.org click Professional Development Tab</p>

EFFECTIVE DEMONSTRATIONS

Course Description:

Whether in a welding lab or a bioscience lab, effective demonstrations are crucial. If done correctly every student can successfully perform the new skill with little or no frustration, without wasted materials, and attain proficiency in a way that will ensure the whole class progresses at an appropriate pace. This is a real career extender! When you are successful in the lab, and the students are successful in the lab, teaching can be very rewarding. An added bonus is that students complete the new skill in a safe environment. Come and learn this four-part demonstration method.

Duration: 2 days plus self-evaluation of demonstration lesson

<u>Pima County JTED Offerings</u>	<u>West-MEC Offerings</u>	<u>ACTEAZ Offerings</u>
<p><u>Date:</u></p> <p>November 4-5, 2015 (2-day course) January 26-27, 2016 (2-day course)</p> <p><u>Location:</u> Pima County JTED @ Master Pieces 2855 W. Master Pieces Dr. Building 4 / PD Classroom Tucson, AZ 85741</p> <p><u>Time:</u> 8:00 a.m. – 4:00 p.m.</p>	<p><u>Date:</u></p> <p>July 30, 2015</p> <p><u>Location:</u> West-MEC Corporate Center 5487 N. 99th Avenue Glendale, AZ 85305</p> <p><u>Time:</u> 8:00 a.m. – 3:00 p.m.</p> <p><u>Date:</u> September 11, 2015</p> <p><u>Location:</u> West-MEC Corporate Center 5487 N. 99th Avenue Glendale, AZ 85305</p> <p><u>Time:</u> 8:00 a.m. – 3:00 p.m.</p>	<p><u>Date:</u></p> <p>Upon Request</p>
<p>To register and cost information – Please contact Mary Andrade@ mandrade@pimajted.org</p>	<p>To register and cost information – Please contact the West-MEC Office at 623-738-0023</p>	<p>To register and cost information – Please contact the www.acteaz.org click Professional Development Tab</p>

WORK-BASED LEARNING

Course Description:

Create meaningful work-based learning experiences for your students. This course will provide teachers with a variety of models of work-based learning along with the associated forms, agreements, and guidelines. You will select the model that is most appropriate for your situation and create a plan to implement work-based learning as a part of your premier program!

NOTE: There is homework associated with this class if you wish to earn ADE credit.

<u>Pima County JTED Offerings</u>	<u>West-MEC Offerings</u>	<u>ACTEAZ Offerings</u>
<p><u>Dates:</u> November 12, 2015 April 5, 2016</p> <p><u>Location:</u> Pima County JTED @ Master Pieces 2855 W. Master Pieces Dr. Building 4 / PD Classroom Tucson, AZ 85741</p> <p><u>Time:</u> 8:00 a.m. – 4:00 p.m.</p>	<p><u>Date:</u> October 27, 2015</p> <p><u>Location:</u> West-MEC Corporate Center 5487 N. 99th Avenue Glendale, AZ 85305</p> <p><u>Time:</u> 8:00 a.m. – 4:00 p.m.</p>	<p><u>Date:</u> July 17, 2015</p> <p><u>Location:</u> Summer Conference Westin LaPaloma Resort Tucson, AZ</p> <p><u>Time:</u> 8:00 a.m. – 4:00 p.m.</p>
<p>To register and cost information – Please contact Mary Andrade@ mandrade@pimajted.org</p>	<p>To register and cost information – Please contact the West-MEC Office at 623-738-0023</p>	<p>To register and cost information – Please contact the www.acteaz.org click Professional Development Tab</p>

SERVING SPECIAL EDUCATION STUDENTS IN CTE

Course Description:

This one-day training is designed to provide CTE Educators and other interested parties with a broad understanding of Special Education. During the course of this interactive workshop we will cover a range of topics including Special Education Law, Modifications, Accommodations, Interventions, Supports, the Special Education Process, the Response to Intervention process and more. Our goal is to provide you with the tools you need to serve special needs students more effectively.

NOTE: There is homework associated with this class if you wish to earn ADE credit.

<u>Pima County JTED Offerings</u>	<u>West-MEC Offerings</u>	<u>ACTEAZ Offerings</u>
<p><u>Dates:</u></p> <p>November 19, 2015</p> <p><u>Location:</u> Pima County JTED @ Master Pieces 2855 W. Master Pieces Dr. Building 4 / PD Classroom Tucson, AZ 85741</p> <p><u>Time:</u> 8:00 a.m. – 4:00 p.m.</p>	<p><u>Date:</u> October 23, 2015</p> <p><u>Location:</u> West-MEC Corporate Center 5487 N. 99th Avenue Glendale, AZ 85305</p> <p><u>Time:</u> 8:00 a.m. – 4:00 p.m.</p>	<p><u>Date:</u> July 17, 2015</p> <p><u>Location:</u> Summer Conference Westin LaPaloma Resort Tucson, AZ</p> <p><u>Time:</u> 8:00 a.m. – 4:00 p.m.</p>
<p>To register and cost information – Please contact Mary Andrade@ mandrade@pimajted.org</p>	<p>To register and cost information – Please contact the West-MEC Office at 623-738-0023</p>	<p>To register and cost information – Please contact the www.acteaz.org click Professional Development Tab</p>

USING ADVISORY COUNCILS EFFECTIVELY

Course Description:

This interactive workshop is designed to ensure success in the formation and use of industry advisory councils. During this workshop you will learn how to form a committee, how to conduct useful advisory council meetings and how to use advisory council members for continuous program improvement.

NOTE: There is homework associated with this class if you wish to earn ADE credit.

Pima County JTED Offerings

Dates:

December 4, 2015

Location:

Pima County JTED @ Master Pieces
2855 W. Master Pieces Dr.
Building 4 / PD Classroom
Tucson, AZ 85741

Time:

8:00 a.m. – 4:00 p.m.

West-MEC Offerings

Date:

August 18, 2015

Location:

West-MEC
Corporate Center
5487 N. 99th Avenue
Glendale, AZ 85305

Time:

8:00 a.m. – 4:00 p.m.

ACTEAZ Offerings

TBD

To register and cost information – Please contact Mary Andrade@ mandrade@pimajted.org

To register and cost information – Please contact the West-MEC Office at 623-738-0023

To register and cost information – Please contact the www.acteaz.org click Professional Development Tab

STRUCTURED ENGLISH IMMERSION (SEI)

Course Description:

The purpose of this course is to aid the teaching of Academic, Career and Technical Education for (CTE) 9-12 educators with structured English immersion professional development in the areas of: ELL Proficiency Standards, Assessment (ELL data analysis and application, formal and informal), SEI Foundations, Learning Experiences: SEI Strategies, and Parent/Home School Scaffolding. Participants will receive extensive professional development from well-defined curriculum that consists of thirty hours of information and discussion sessions accompanied with fifteen hours of practicum corresponding to the application and transfer of the professional development session topics. Numerous opportunities for interaction, peer collaboration in highly meaningful, engaging, relevant, and thought provoking learning environment will be the platform for this professional development experience. Participants will receive forty-five clock hours of SEI content area professional development, and will satisfy the requirements for the Full SEI Endorsement for Arizona Teacher Certification.

NOTE: ADE Certificate will be issued at the completion of the course

ACTEAZ Offerings **(Around the State)**

Dates:

August 12, 15, 22, 26, 29, 2015

Location:

Pima County JTED Training Center
2855 W. Master Pieces Dr.
Tucson, AZ 85741

Time:

8:00 a.m. – 4:00 p.m.

Dates:

September 9, 12, 19, 23, 26, 2015

Location:

Start @ West-MEC
5405 N. 99th Avenue
Glendale, AZ 85305

Time:

8:00 a.m. – 4:00 p.m.