

IA 4V



Virginia M. Barry, Ph.D.
Commissioner of Education
Tel. 603-271-3144

Paul K. Leather
Deputy Commissioner
Tel. 603-271-3801

STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
DIVISION OF CAREER TECHNOLOGY AND ADULT LEARNING
BUREAU OF CAREER DEVELOPMENT
21 South Fruit St., Suite 20
Concord, NH 03301
FAX 603-271-4079
Citizens Services Line 1-800-339-9900

May 4, 2015

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to MOP 1103-(G) Travel Reimbursement Policy, authorize the Department of Education to advance \$992.60 in cash to Jennifer Kiley, Education Consultant, to cover anticipated expenses while traveling to Atlanta, Georgia to attend the 2015 College-and-Career Readiness Networking Conference of the Southern Region Education Board (SREB). This Conference will be held at the Atlanta Marriott Marquis in Atlanta, Georgia from July 13, 2015 through July 15, 2015. **100% Federal Funds.**

Funding is available in the account entitled Vocational Education-Federal for FY15 as follows:

06-56-56-565010-60320000-080 \$992.60

EXPLANATION

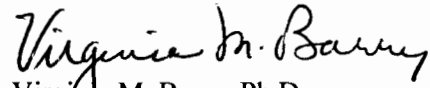
The Southern Regional Education Board (SREB) will sponsor the third annual College-and-Career Readiness Standards Networking Conference from July 13, 2015 to July 15, 2015 in Atlanta, Georgia. The conference will focus on bringing literacy and math teaching and learning strategies to the classroom. Scheduled events include train-the-trainer sessions as well as more than 200 sessions on the Literacy Design Collaborative and the Mathematics Design Collaborative. Many of the CTE centers in NH have identified literacy and mathematics training and remediation as a needed area of professional development, and this conference provides the opportunity for one person to gather training information to disseminate back to the centers and their directors.

The individual traveling, Jennifer Kiley, Education Consultant in the Bureau of Career Development, is involved in providing professional development to center directors and staff, as well as other elements of the Carl D. Perkins Career and Technical Education Act of 2006. Jennifer will participate interactively throughout the three days of the event to gain a full understanding of the literacy and mathematics instruction strategies in order to conduct professional development for the CTE center staff upon her return.

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
May 4, 2015
Page Two

No state-issued credit card is available to support the anticipated expenses for this travel, and direct payment by the individual traveling will cause undue financial hardship.

Respectfully submitted,

A handwritten signature in cursive script that reads "Virginia M. Barry".

Virginia M. Barry, Ph.D.
Commissioner of Education

S:/dcta/bvr/vrco/common/g&c/SREB Networking 2015

REQUEST FOR AUTHORIZATION FOR OUT-OF-STATE TRAVEL

Date: 4/29/15

TO THE HONORABLE GOVERNOR & COUNCIL:

The Department of Education requests permission for 1 employees or their designees to travel to Atlanta, GA for 4 days of out-of-state travel status from July 12, 2015 to July 15, 2015.

Conference/Workshop/Seminar Title

Southern Region Education Board's 2015 Networking and Summer Conference

Purpose of Travel

To attend the Southern Region Education Board's 3rd annual College-and-Career Readiness Standards Networking Conference on 7/13/15 through 7/15/15 in Atlanta, Georgia. The focus of this conference is to bring literacy and math teaching and learning strategies to the classroom. Many NH CTE centers have identified literacy and math teaching as areas of needed professional development. Attendance at this conference provides the opportunity for training information to be gathered and disseminated back to NH CTE centers and their directors.

Attendees and their Titles

- | | |
|---|----|
| 1. Jennifer Kiley, Education Consultant | 5. |
| 2. | 6. |
| 3. | 7. |
| 4. | 8. |

Fiscal Information - Summary

<u>Objt</u>	<u>Description</u>	<u>Amount</u>		<u>Amount</u>
0710	Common Carriers	\$ 50.00	Appropriation of Out-of-State Travel	\$ 15,000.00
0711	Per Diem in Lieu	\$	Amount Expended to date	\$ 7,512.74
0712	Meals	\$ 197.00	Available Balance	\$ 7,487.26
0713	Hotel	\$ 600.00	Amount requested this authorization	\$ 992.60
0714	Mileage	\$ 5.60	Estimated Balance Available	\$ 6,534.66
0715	Operation State Car	\$		
0717	Miscellaneous	\$ 140.00	Appropriation Code	<u>10</u> - <u>056</u> - <u>6032</u> - <u>080</u>
0719	Registration Fees	\$	Source of Funds	<u>100% Federal</u>
		\$		

Authorized Signature Virginia D. Barry



[About SREB](#) [SREB Programs](#) Quick Links for: [Policy-makers](#) [Educators](#) [Parents & Students](#)

Search [GO](#)

Networking Conference

- [Hotel Information](#)
- [Presenters](#)
- [Registration](#)
- [Schedule](#)
- [Transportation](#)
- [Live Streaming](#)

Schedule

This schedule is a preview and may be modified before the conference begins. To view the schedule for the entire week, [click here](#).

PUBLICATIONS

- [2015 Networking Conference Brochure](#)
- [Conference Brochure](#)

Monday – July 13, 2015

<p>7 - 8 a.m. 8 a.m. - Noon 8 a.m. - 4 p.m. 1 - 2 p.m. 2:15 - 5:45 p.m.</p>	<p>Train-the-Trainer Institutes Registration Continental Breakfast Networking Conference Registration Train-the-Trainer Institutes Networking Conference Opening General Session Concurrent Sessions</p>
---	--

Tuesday – July 14, 2015

<p>7 - 8 a.m. 8 - 11:45 a.m. 11:45 a.m. – 12:45 p.m. 1 - 4:30 p.m. 4:45 - 5:45 p.m.</p>	<p>Continental Breakfast Concurrent Sessions Lunch Concurrent Sessions State Meetings</p>
---	---

Wednesday – July 15, 2015

<p>7 - 8 a.m. 8 - 10:45 a.m. 11 a.m. - Noon</p>	<p>Continental Breakfast Concurrent Sessions Networking Conference Closing General Session</p>
---	--

© 2015 SREB. All rights reserved. SREB is a registered trademark of the Southern Regional Education Board.

2015 Networking Conference Brochure

Third Annual College- and Career-Readiness Standards Networking Conference

*Preparing Students for College and a Career:
Instructional Practices That Work*

Atlanta Marriott Marquis
Hilton Atlanta
Hyatt Regency Atlanta

Atlanta, Georgia
July 13-15, 2015



SREB

High Schools
That Work

Register Today!

www.sreb.org/networkingconference

“This personalized conference is a ‘just-in-time’ event for schools and districts that are implementing MDC and LDC. Thank you for the opportunity to network with others.”

— District Administrator

Contents

About the Networking Conference	2
Conference Objectives.....	2
Session Types.....	2
Conference Schedule.....	2
Session by Objectives.....	3
Train-the-Trainer Institutes	5
SREB's Readiness Courses Institute	5
29th Annual High Schools That Work Staff Development Conference	5
Registration Form.....	6
Proposal-to-Present Form	8
Registration and Hotel Information.....	10

Sessions by Objectives

1. Introduce, improve and deepen LDC and MDC practices in elementary, middle grades, high schools and technology centers.

A. Introduction to LDC

- Design assignments and modules that engage students in reading grade-level English/ language arts, science, social studies, CTE and other related texts, and have students demonstrate their understanding in written assignments.

B. Introduction to MDC

- Apply the Standards for Mathematical Practices by selecting, planning and using formative assessment lessons (FALs) that are aligned to math curricula.

C. LDC Best Practices Sessions

- Create LDC modules by crafting strong reading and writing assignments that lead to higher achievement in academic and CTE courses.
- Jury modules to take them from "good to go" to "exemplary."
- Use the LDC writing rubrics to effectively score and improve student writing.
- Scaffold instruction so students can comprehend difficult texts and complete writing assignments resulting in higher achievement in academic and CTE courses.
- Use LDC tools and strategies to get students to complete grade-level and above work.
- Support struggling writers to become proficient writers.

D. MDC Best Practices Sessions

- Select and implement FALs.
- Group students for effective collaboration and learning.
- Analyze student work to determine math misunderstandings.
- Formulate strong questions that lead to improved math reasoning and understanding.
- Learn how to create real-world math problems instead of relying on contrived textbook and worksheet problems.
- Incorporate math literacy into instruction, including reading textbooks and math-related documents and using the language of mathematics.
- Engage all math teachers in using MDC tools and instructional techniques.

E. LDC Technology Sessions

- Become part of a professional learning network of teachers from the same discipline area to create modules, assess student work and share ideas.
- Use technology to work toward all students achieving college-ready literacy.
- Leverage technology to create and use blended instruction techniques to deliver LDC instruction.
- Create videos to improve practice.
- Review online courses to support teachers in using LDC tools and strategies.

F. MDC Technology Sessions

- Become part of a professional learning network to connect and collaborate with other MDC teachers and analyze student work, determine misunderstandings and develop good questions.
- Use technology to ensure all students meet college-ready math standards.
- Leverage technology to create and use blended instructional techniques to deliver MDC instruction.
- Create videos to improve practice.

2. Spread and support the literacy and math practices to other classrooms and schools in districts.

A. Spreading LDC and MDC

- Structure and support professional learning communities around content areas.
- Develop and grow teacher-leaders who can assist in spreading LDC and MDC to all classrooms and schools and who can train other teachers in these tools and strategies.
- Develop local literacy and math trainers who can assist in spreading LDC and MDC to all classrooms and schools and who can train new teachers and leaders.

B. Supporting LDC and MDC

- Schedule time for teachers to collaborate on planning instruction, examining student work and conducting data analysis.
- Use the LDC and MDC classroom observation protocols to provide teachers with targeted feedback to help them progress in mastering essential practices.
- Learn strategies to network with other school leaders implementing LDC and MDC.

Train-the-Trainer Institutes: LDC and MDC

These institutes prepare selected teachers who have shown great success in using LDC and MDC tools and strategies to become qualified teacher-trainers who can provide professional development to other teachers in their schools or districts. The Train-the-Trainer-Institutes will be held on Monday, July 13 from 8 a.m. – 4 p.m.

Selection Process: SREB LDC/MDC trainers, local trainers, and district and school leaders nominate teachers who have achieved success using the strategies to advance student achievement to attend the Train-the-Trainer-Institutes. To be accepted into the institutes, nominated teachers must agree to become a certified LDC or MDC trainer within one year. To become certified, qualified participants are required to:

- Complete online and site-based assignments in the months following the conference.
- Report on one conference session.
- Attend conference sessions.
- Lead a 60-minute presentation at the conference.
- Facilitate a 30-minute roundtable discussion at the conference.

LDC Train-the-Trainer Institute

Participants in this institute will learn how to teach other teachers how to use LDC tools and strategies to write a module. Participants will be given materials to facilitate a two-day workshop at their schools or districts that guides teachers through each step of planning a module so that teachers leave the workshop with a completed module. During the institute, participants will learn techniques and strategies to conduct the workshop at their sites.

MDC Train-the-Trainer Institute

Participants in this institute will learn how to teach other teachers how to use MDC tools and strategies to select, plan and use formative assessment lessons (FALs) in math instruction. Participants will be given materials to facilitate a two-day workshop at their schools so that teachers leave with the knowledge, skills and materials to teach a FAL. During the institute, participants will learn techniques and strategies to conduct the workshop at their sites.

SREB's Readiness Courses Institute

Monday – Friday: July 13-17, 2015

SREB's HSTW Staff Development Conference will host an institute for teachers with a focus on giving students the skills they need to be successful in college and advanced training. Teachers attending the Readiness Courses Institute will be trained in both the content and pedagogy of the SREB Readiness Courses: Literacy Ready and Math Ready.

Too many U.S. students graduate from high school underprepared for college or career training. These students typically need developmental education when they enroll in college, which often leads to low college completion rates. This readiness gap will grow even larger as new common assessments begin testing students on more rigorous college- and career-readiness standards.

Literacy Ready and Math Ready teach skills that prepare students for postsecondary studies. Students will learn how to think critically, read for information, solve problems and write reports. These are the skills young adults must have to succeed, whether they go on to college or advanced training after high school.

Learn more at SREB.org/ready.

Other institutes and conferences are available during and after the College- and Career-Readiness Standards Networking Conference. See page 6 for all of your registration options.

29TH ANNUAL HSTW STAFF DEVELOPMENT CONFERENCE

Wednesday, Kentucky, July 15-17, 2015

Join us for one of the nation's top teacher education events. This highly recognized forum of college and high school educators and academic leaders equips educators with a solid foundation.

Whether you're seeking a low performing or high performing school, this conference will connect you with other educators and provide materials and technical strategies to continue your search and become a high performing school at the end of your school year.

The 29th Annual High School, Junior Year, and Staff Development Conference will feature more than 100 practitioners from elementary, middle, high school, postsecondary schools, and technical centers on the forefront of K-12 academic teacher practices, regional leaders, and others and set all students on the path to college and a career.

Go to sreb.org/summerconference to learn more.