



## 2014 NETWORK Summer Institute: Information Packet

### **Dates and Location:**

The 2014 NETWORK summer institute will take place August 6-8, 2014 at Nashua High School South in Nashua, NH. Nashua High School South is located at:

**36 Riverside Street  
Nashua, NH 03062  
(603) 589-4311**

### **Overview:**

This year it is essential that all teachers come to the Institute prepared with student work. This will be the basis for the sessions they are attending and the session facilitators will be developing the agenda daily around the genuine work in the room.

Please make sure ALL PARTICIPANTS attending the SI have read the information section (found below) describing how they can be prepared for the institute.

In addition PAWG members will be collecting student work for moderation on the final day of the institute.

**Each SCHOOL will be required to bring two (2) sets of student work for moderation. One set of work from the area of Math or Science and the other from ELA/SS /Humanities. This will be explained at the PAWG meeting on MAY 19<sup>TH</sup> in Laconia but in some cases your PAWG representative may need your assistance in gathering the work needed for this requirement.**

The teachers who produced the student work for moderation do not need to be those attending the institute.

### **Summer Institute Learning Goals:**

Participants will:

- 1. Increase and demonstrate their knowledge, skills and understanding of the value of rigorous student inquiry learning and authentic performance assessment – through participation in moderation studies and calibration of student work.*
- 2. Build and demonstrate their capacity to utilize student voice and choice in the design, develop and implement inquiry learning units and assessment strategies – through participation in professional development strands.*

3. *Showcase what students and teachers have done to increase student engagement and performance for career and college readiness – by engaging in student exhibitions.*

4. *Build their capacity as school leaders - teacher or administrator - to support and sustain meeting I3 project goals by enhancing their instructional leadership knowledge and skills.*

### **Who Should Attend**

The summer institute is open to all teachers, students and school leaders within the NETWORK. We will not be introducing specific content related performance assessment strategies; instead, participants will take part in rigorous calibration, tuning and moderation activities in the various working groups. Please be advised that the content working groups are not introductory in nature so teachers who have been engaged in the i3 work for some time should be attending these sessions.

- Number of participants from each school found below
  - Schools can bring more than two students (minimum is two) should they wish
  - Schools can bring more adults than allowed but must pay an additional registration cost for the individual(s)
- It is required that participants attend all three days and remain in their work groups throughout the institute's work group time.
- It is required that school principals attend all three days and can select the workgroup of their choice. We do suggest that school principals take part in the Leadership for Sustainability workgroup.
- It is required that schools bring with them at least two students.

### **How to Prepare for the Summer Institute:**

All teachers attending the summer institute are being asked to bring authentic work with them. As you think about what student work you might bring, consider work that is:

- Work you are **wondering** about
- Work that you would like to **revise**, or
- Work that raises a **dilemma** for you

1. You might be **wondering** about the work because it is so different from what the student usually does, or because it was an interesting piece of work, but the student completely missed the point of the assignment. Perhaps you wonder what others would see in the work, or what to do with this student next. If this is why you are bringing the work, please be sure you have the original work, with the name and any teacher comments removed. For this option, you need one or more pieces of work from a single student. While you may want to bring the assignment or prompt, it is not necessary.

2. You might want to **revise** the unit, project, or lesson because some of the students did not meet your expectations, or because a certain group of students consistently falls short in this subject area or on this type of assignment. Perhaps you are concerned and want to revise because some of the students didn't seem adequately prepared, or because some students didn't seem to understand the assignment itself, or because your assessment criteria didn't match the work the students produced. If this is why you are bringing the work, you should bring a range of student work (typically, from 3 or 4 students at different levels of accomplishment, but sometimes people bring a whole class set). In addition to the actual student work, you should bring a copy of the assignment that prompted the work, the assessment criteria/rubric you used, and the student learning goals/standards/expectations.
  
3. After looking at or thinking about your students' work, a **dilemma** about your practice may come up for you. If this is the case, you will want to frame a dilemma associated with the student work. Dilemmas deal with issues with which you are struggling — something that is problematic or has not been as effective as you would like it to be. In this case, the student/educator work will serve as an artifact, illustrating your dilemma for others.

For any of the 3 reasons for bringing work described above, the work you bring to the table can be anything students or you have produced: written pieces, drawings, math problems, science labs, 3-dimensional structures students have built, artwork, power point presentations, portfolios, videos of student presentations or performances, drafts and/or finished pieces, plus accompanying units, assignments, assessments, rubrics etc.

**Agenda:**

**DAY ONE: WEDNESDAY, AUGUST 6, 2014**

<b>Time:</b>	<b>Activity:</b>	<b>Location:</b>
7:15a – 8:00a	Check-In and Breakfast	Cafeteria
8:05a – 8:45a	Welcome Address & Institute Overview	Auditorium
9:00a – 12:00p	Workshop Strands: Session I	Rooms TBD
12:00p – 1:00p	Lunch and Open Space Registration for Day Two	Cafeteria
1:00p – 2:30p	Workshop Strands: Session II	Rooms TBD
2:30p – 3:00p	Daily Team Debrief Time	Rooms TBD



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<b>7:15a – 8:00a</b>	<b>Check-In and Breakfast</b>	<b>Cafeteria</b>
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**Description:** All participants will be required to sign in on each day. The registration table will be open starting at 7:15a each morning. On day one, participants will receive their materials and room location packets. Please be on time! Light breakfast available in the cafeteria.

<b>8:05a – 8:45a</b>	<b>Welcome Address</b>	<b>Auditorium</b>
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**Description:** Please join CSSR and PPS as we welcome everyone to the 2014 NETWORK summer institute. Joe DiMartino, PAWGS leadership and Jay Midwood will provide a summary of year four activities to include national and regional recognitions and awards. Purpose, expectations, content and structure of the three days, to include specific institute follow-up, will be addressed.

<b>9:00a – 12:00p</b>	<b>Workshop Strands: Session I</b>	<b>Rooms TBD</b>
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**Description:** Each participant attending this strand should bring authentic work to the session. This will form the basis of the agenda we will work from. Authentic work includes - curriculum plans, units, assessment tools, data, rubrics and most importantly student work from the past school year. This can be the work of one student, a whole group of students or examples of work at different performance levels. In this session we will learn from participant materials, we will 'tune' the work on the table, we will spend time revising and adjusting plans based on feedback, we will discuss dilemmas of teaching and learning and we will practice participating in and facilitating a variety of protocols. Participants will leave with valuable feedback, revised plans, new ideas and useful tools that you will be able to use with your colleagues during the new school year. The calibration and tuning work taking place in each of these content sessions will prepare participants for the moderation activity on day three. Participants who register for the content strands will be expected to remain in the work group for all four workshop strand sessions. In order to conduct a session we must have at least eight participants.

The following content strands will be offered and facilitated by an outside NETWORK expert and a teacher from one of the 13 NETWORK schools:

- ELA
- Social Studies
- Science
- Math
- Unified Arts
- Foreign Language

As we think ahead to year five, it is critical that schools also focus on cultivating a culture that will sustain and build capacity in other important areas and activities within the learning environment. The CSSR team of coaches will conduct a session titled, *Leadership for Sustainability*. This strand is for teacher leaders, principals, students, superintendents, counselors, Para-professionals, i.e., anyone who might not want to participate in content workshops at the institute. This strand and the various areas of focus are tailored to practice, programming, leadership and culture (sustainability strand). Think of this workgroup as a student-centered best practice incubator for refinement and collaboration with equity and personalized learning and teaching at the core. The *CSSR TTT Model* will serve as the guiding document throughout this strand and the conversations will be grounded in looking at student work/calibration and moderation best practices. The following topics will be covered and the work will be unique to the specific needs and challenges within each school:

- Purposeful Advisory
- Common Planning Time
- Facilitative Leadership
- Student-Led Conferences
- Senior Projects, Capstones and Exhibitions
- Student Choice and Voice
- College and Career Readiness
- School Governance and Decision Making to Include Site Council
- Peer Observations

**How this workgroup is structured:** Participants who register for this strand will stay together during all four working sessions (some activities will be whole-group while others will be broken down into small working groups focusing specifically on the topics above). It is expected that during sessions two-four, participants will be working on projects of their choosing utilizing a variety of groupings and protocols. Tentative design is identified below:

Session 1: Experiential Segment: Exploration and Conversations (whole group)

Session 2: Increase Skills, Champion Change, Improve Capacity Building and Sustainability (individuals and groups)

Session 3: Customized Work/Development & Refinement of Work Plans (individuals and groups)

Session 4: Additional Development and Refinement Time/Tuning and Sharing Plans (individuals and groups)

<b>12:00p – 1:00p</b>	<b>Lunch and Open Space Registration for Day Two</b>	<b>Cafeteria</b>
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**Description:** Based on your feedback after the 2013 summer institute, and from other data collected throughout the year by UCLA, we will be providing participants the opportunity to take part in an Open Space activity during day two and three of the institute. In the cafeteria we will have a board for ALL participants (students, teachers, administrators) to sign up and submit their topics of



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choice. These sessions are all about you, your team and the great i3 work taking place in your schools. Start thinking of session topics and come with as many ideas as possible! Topics and room locations will be made available on the morning of day two.

<b>1:00p – 2:30p</b>	<b>Workshop Strands: Session II</b>	<b>Rooms TBD</b>
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**Description:** Workshop strand continues; please return to the same room location.

<b>2:30p – 3:00p</b>	<b>Daily Team Debrief Time</b>	<b>Rooms TBD</b>
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**Description:** School-led team time to debrief day one and plan for day two. Specific “coaching” from CSSR and content experts will be available by request. If schools would like to stay beyond 3:00p they are allowed to.

### DAY TWO: THURSDAY, AUGUST 7, 2014

<b>Time:</b>	<b>Activity:</b>	<b>Location:</b>
7:15a – 8:00a	Breakfast	Cafeteria
8:00a – 11:00a	Workshop Strands: Session III	Rooms TBD
11:10a – 12:00p	Open Space: Version 1.0	Rooms TBD
12:00p – 1:00p	Lunch and Open Space Registration for Day Three	Cafeteria
1:00p – 2:30p	Workshop Strands: Session IV	Rooms TBD
2:30p – 3:00p	Daily Team Debrief Time	Rooms TBD

<b>7:15a – 8:00a</b>	<b>Check-In and Breakfast</b>	<b>Cafeteria</b>
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**Description:** Please sign in starting at 7:15a (all participants must sign in each day). Light breakfast available in the cafeteria.

<b>8:00a – 11:00p</b>	<b>Workshop Strands: Session III</b>	<b>Rooms TBD</b>
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**Description:** Please return to same workgroups and room locations as day one.

<b>11:10a – 12:00p</b>	<b>Open Space: Version 1.0</b>	<b>Rooms TBD</b>
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**Description:** Time for participants to engage in topics of YOUR CHOICE! Please reference the Open Space board outside the cafeteria for name of facilitator, topic and room location. You have full autonomy and flexibility around what is discussed, and how the conversations are guided.

<b>12:00p – 1:00p</b>	<b>Lunch and Open Space Registration for Day Three</b>	<b>Cafeteria</b>
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**Description:** Topics and room locations will be made available on the morning of day three.

<b>1:00p – 2:30p</b>	<b>Workshop Strands: Session IV</b>	<b>Rooms TBD</b>
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**Description:** Workshop strand continues; please return to the same room location.

<b>2:30p – 3:00p</b>	<b>Daily Team Debrief Time</b>	<b>Rooms TBD</b>
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**Description:** School-led team time to debrief day one and plan for day two. Specific “coaching” from CSSR and content experts will be available by request. If schools would like to stay beyond 3:00p they are allowed to.

**DAY THREE: FRIDAY, AUGUST 8, 2014**

<b>Time:</b>	<b>Activity:</b>	<b>Location:</b>
7:15a – 8:00a	Breakfast	Cafeteria
8:00a – 11:00a	Institute Moderation Activity	Rooms TBD
11:00a – 12:00p	Open Space: Version 2.0	Rooms TBD
12:00p – 1:00p	Lunch	Cafeteria
1:00p – 1:45p	Student & Teacher Presentations	Auditorium

<b>7:15a – 8:00a</b>	<b>Check-In and Breakfast</b>	<b>Cafeteria</b>
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**Description:** Please sign in starting at 7:15a (all participants must sign in each day). Light breakfast available in the cafeteria.

<b>8:00a – 11:00p</b>	<b>Institute Moderation Activity</b>	<b>Rooms TBD</b>
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**Description:** Participants will move away from their working groups (days one and two) and now collaborate as part of cross-content moderation teams. Moderation groups will be facilitated by members of the Performance Assessment Work Group (PAWGS) and content experts and will take part in a three-hour moderation activity that will examine two pieces of student work in both STEM and Humanities. The mixed groups will examine the work using the tuning and validation exemplar review protocol developed by the PAWGS group.

<b>11:10a – 12:00p</b>	<b>Open Space: Version 1.0</b>	<b>Rooms TBD</b>
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**Description:** Time for participants to engage in topics of YOUR CHOICE! Please reference the Open Space board outside the cafeteria for name of facilitator, topic and room location. You have full autonomy and flexibility around what is discussed, and how the conversations are guided.

<b>12:00p – 1:00p</b>	<b>Lunch</b>	<b>Cafeteria</b>
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**Description:** Available in the cafeteria.

<b>1:00p – 1:45p</b>	<b>Student &amp; Teacher Presentations</b>	<b>Auditorium</b>
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**Description:** We will end the institute together listening to various school team presentations and year five sustainability plans. Day three will end no later than 2:00p.