

TEACH-NOW Professional Development/Coaching Template

Candidate Name:

Eva Yuxiao Li

School/District Working with:

Stamford American School Hong Kong

Professional Development Training #1

Title:

Digital Citizenship

Proposed Audience(all faculty vs. specific grade/subject, etc.):

Grade 5

Type of Training (highlight one):

Presentation Session

Hands-On Workshop

Training Objective(s) (Think about your chosen Coaching model):

Coaching model: facilitative and SMART goal setting

By the end of the workshop, G5 homeroom teachers will be able to understand the components of digital citizenship and complete the Common Sense Media digital citizenship training. G5 teachers will also be able to have a digital citizenship lesson planned out, with the coach's help.



Training Proposal (200 Words)

- Using Common Sense Media's digital citizenship program, this workshop will help teachers get a better understanding of how to support G5 students in developing digital citizenship skills.
- The coach will start the workshop with a discussion around what teachers have noticed about how G5 students use digital devices, along with their concerns and questions.
- Teachers will then be given time to go through the training on Common Sense Media, and hopefully by the end of the workshop, most teachers will have completed the last step of filling out the form and can receive the certification shortly.
- The coach will facilitate the whole process and help teachers plan a digital citizenship lesson that can be used directly in class the following week. The coach will also help G5 teachers put together a folder of family resources that can be shared later.

Technology Needs (What do teachers need to bring?)


MacBooks, Smart Boards

Advertisement Card (image) for this Session(use Google Drawings)



Digital Citizenship Curriculum Workshop

- ✓ training certification
- ✓ lesson plan and resources
- ✓ family resources



Professional Development Training #2

Title:

Google Certified Educator Bootcamp

Proposed Audience(all faculty vs. specific grade/subject, etc.):

All faculty

Type of Training (highlight one):

Presentation Session

Hands-On Workshop

Training Objective(s) (Think about your chosen Coaching model):

Coaching model: Facilitative

This hands-on workshop will prepare faculty for the Google Educator Level 1 Certification exam.

Training Proposal (200 Words)

- This hands-on workshop will walk teachers through the main Google products that will be in the exam, including Google Form, Docs, Mail, Calendar, Sheets, Sites.
- The coach will demonstrate first and teachers will have a chance to explore the features on their own devices.
- Teachers will also be added to a Google Classroom with resources and tips that the coach put together.
- There will also be tasks, similar to the exam questions, where teachers need to follow instructions to complete.
- In the last part of the workshop, the coach will help teachers get registered for the exam.

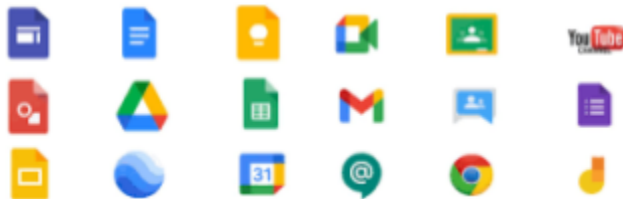
Technology Needs (What do teachers need to bring?)

MacBooks, projectors

Advertisement Card (image) for this Session(use Google Drawings)

Google Bootcamp

Certified Educator Level 1



- ✓ hands-on support
- ✓ practice tasks
- ✓ help with registration

Professional Development Training #3

Title:

AI for Education

Proposed Audience(all faculty vs. specific grade/subject, etc.):

All faculty

Type of Training (highlight one):

Presentation Session

Hands-On Workshop

Training Objective(s) (Think about your chosen Coaching model):

Coaching model: Directive

This training session will give teachers a glimpse of the most recent trend in AI and allow space for discussions on how to use AI for education.

Training Proposal (200 Words)

- This information session will introduce teachers to the newest trend in AI for education, including the most popular AI systems, such as ChatGPT and DALL-E.
- The coach will guide the discussion around the benefits and challenges that AI brings.
- There will be some examples of how to use AI to support learning, as well as how to teach students to use AI appropriately.
- Teachers will walk away with some ideas on how to incorporate AI into their planning, and how to approach the topic with students and family.

Technology Needs (What do teachers need to bring?)

MacBooks, projectors

Advertisement Card (image) for this Session(use Google Drawings)

The Future is Here!

AI for Education



- ✓ intro to AI
- ✓ popular AI systems
- ✓ benefits & challenges
- ✓ tips and ideas

Professional Development Training #4

Title:

EdTech for Differentiation & Personalized Learning

Proposed Audience(all faculty vs. specific grade/subject, etc.):

EAL & Student Support Department

Type of Training (highlight one):

Presentation Session

Hands-On Workshop

Training Objective(s) (Think about your chosen Coaching model):

Coaching model: Facilitative

EAL and student support teachers will be able to learn about, collaborate and share with each other best practices of using EdTech to support differentiation and personalized learning.

Training Proposal (200 Words)

- This hands-on workshop will cover various EdTech tools that can be used for supporting learners with diverse needs.
- The coach will demonstrate a few examples of using EdTech for differentiation and personalized learning.
 - Quizizz (student-paced, homework mode)
 - Quizlet & Quizlet live
 - Seesaw
 - Immersive reader
- Teachers will be invited to share the tools they use and any questions they have.
- The coach will also present the PIC-RAT model for reflection and invite teachers to share their thoughts on using technology to support learning.

Technology Needs (What do teachers need to bring?)

MacBooks, Smart Boards

Advertisement Card (image) for this Session(use Google Drawings)

EdTech for Differentiation & Personalized Learning

Meeting Diverse Learning Needs



- ✓ EdTech for EAL & learning support
- ✓ Quizizz, Seesaw and many more
- ✓ PIC RAT model
- ✓ share your best practices

Coaching Recommendation #1

(This information is based on recommendations from admin in your survey)

Teacher Name:

Este

Grade and Subject:

Elementary EAL

General Goal or Recommendation for a teacher from Admin (from survey):

Este has shared that she would like to pass the Google Certified Educator level 1 exam and get her level 1 Google certification.

Coaching Approach (based on Coaching Model)

Initial Goals for the Teacher, based on Recommendation (This could change after conversations with the teacher)

I will use the GROW model and ask these guiding questions, to find out about the WHY and HOW:

- Goal: Why would you like to get Google Educator level 1 certification? When would you like to complete it?
- Reality: What actions have you taken so far?
- Option: What is in the way? How would you like me to support you?
- Way-forward: What are the next steps? When would you like to meet again?

The initial goals for Este is to get started with preparing for Google level 1 exam and make a plan for future coaching.

Ideas on how to support the teacher

Depending on the conversation and her preference, I can do the following:

- Provide her with a youtube playlist of resources on how to prepare for Google Certified Educator level 1 exam, that she can watch on her own and come back to me with any questions.
- Show her the key features of Google products step-by-step during coaching meetings.
- Offer example practice that she can work through, with my support.

Rough Schedule of Meetings and Objectives for each meeting (At Least 3)

Time: Weekly 10-minute check-ins after team meetings

Meeting 1: help Este set a SMART goal and share resources to prepare her for the exam.

Meeting 2: touch base and answer questions she might have.

Meeting 3: practice with example questions and help Este register for the exam.

Coaching Recommendation #2

(This information is based on recommendations from admin in your survey)

Teacher Name:

Nina

Grade and Subject:

G5 Homeroom

General Goal or Recommendation for a teacher from Admin (from survey):

Nina would like to learn more about the EdTech and STEM-related tools that G5 students will be using for their projects, including Minecraft Education, Google Sites and Canva.

Coaching Approach (based on Coaching Model)

Initial Goals for the Teacher, based on Recommendation (This could change after conversations with the teacher)

I will use the GROW model and ask these guiding questions, to find out about the WHY and HOW:

- Goal: You have mentioned in the survey that you would like to feel more confident with using the technology tools and help students more when they are working on projects. Could you say more about that?
- Reality: What EdTech tools do you have experience with? What other tools would you like to know more about?
- Option: What is in the way? How would you like me to support you?
- Way-forward: What are the next steps? When would you like to meet again?

The initial goals for Nina is to feel confident about trying new EdTech tools and learning alongside her students, by having some initial exposure and experience to the ones students will use.

Ideas on how to support the teacher

Depending on the conversation and her preference, I can do the following:

- Curate a padlet with resources linked to the most used EdTech tools in Grade 5 organized by topics
- During coaching meetings, show her step-by-step how to get started with the EdTech tools
- Provide a Youtube playlist of video tutorials showing how to use these tools

Rough Schedule of Meetings and Objectives for each meeting (At Least 3)

Time: Monthly 10-minute check-ins after team meetings

Meeting 1: touch base with Nina to understand her preference, set initial goals, decide on future meeting times and share resources.

Meeting 2: Show her how to get started with Minecraft Education edition and discuss potential challenges that students may face.

Meeting 3: Guide her through setting up an example Google Site and discuss potential challenges that students may face.

Meeting 4: Help her get started with Canva and how to design an infographic with template, before students start their projects.