RET Teachers Summer 2016

Agenda for Community of Practice Meeting

Monday January 9th, 4:30 – 6:00

405 ERC, UC

1. (4:15 – 4:30) Food, Sign-in and Parking Passes, Collect hardcopies of COP Questions
2. (4:30 – 4:45) Announcements
	* Reminder: Presenters at Conventions (reimbursed up to $1000 for presentation and $500 for poster)
	* Next installment of Payments:
		+ **$1000** contingent upon implementation of Unit, submission of all surveys, completion of Poster and Video
			- * **Mike and Amy have submitted templates with pre/post test results**
		+ **$500** contingent upon attending 1st Community of Practice ; **$500** more after 2nd Community of Practice and completion of Power Point (also called Culmination Event)
		+ **$500** contingent upon Poster Presentation at STEM Conference either September 8th and 9th or 15th and 16th at UC
		+ **This adds up to $2500 more!**
	* 2nd Community of Practice (also called Culmination Event)– Date will be likely be **March 20th, 3 – 7** PM and location ERC 405. Calendar conflicts? (IHHS – spring break begins 3/24, St. X Easter Break - 4/14 – 4/23)
	* **STEM Conference 2017, September 8th and 9th or 15th and 16th at UC**. Everyone presents Posters; you are also invited to submit a presentation proposal to conduct an Interactive Workshop. Two groups would be great – this is the model of multiple presenters for Interactive Workshops.
	* I will send you a request for proposals once the url becomes available
	* [Revisit Unit Checklist](file:///E%3A%5CCOP%201%5C2016%20RET%20Unit%20Checklist.docx) - Where are you in completion of the tasks?
	* 2017 NSF Video Showcase – STEM for all 2016: [**http://stemforall2017.videohall.com**](http://mspnet.us9.list-manage.com/track/click?u=73d9da652b46cd2673fe3a809&id=6afa25cdbc&e=ab3b40e970)
3. (4:45 – 4:50) Units and Activities: Discussion of Problems, Concerns and Questions
	* Support available: visits, phone calls, emails
	* Orders: $200 budget
	* Questions about the Unit and Activity Templates – Reflection piece
	* Units will be posted on Website – available to teachers nationwide
4. (4:50-5:00) COFSP Fellows
	* Feedback from RET Teachers on their work and support in your classrooms
	* RET Teacher roles in the COFSP implementation of their Activities in your classroom
		+ Support – You approved topic from curriculum related to COFSP’s senior capstone projects and reviewed their Activity Templates
			- * You will approve Activity Template before they make suggested modifications and send it to me for final approval. I need to see the templates before they begin.
				* Please inform me of the timeframe so we can make arrangements to observe
				* So far approval has been granted to: James, CJ, and Emma

I have reviewed drafts for: Neah and Jacob

* + - Supplies – there is no line item for COFSP Fellows for supply $. Please help them acquire the necessary supplies if available from your stockrooms
		- Standards and Pre/Post Test–make sure they are teaching standards based material and that they have devised a pre and post test that you approve. **They need time in the plan to administer a pre and post test.**
1. (5:00- 5:15) Deadlines for Completion of Deliverables and Remaining Events:
	* Post Summer RET Checklist

**Unit Plan and Activity Templates are updated on the wiki**

****Add changes to instruction

****Actual formative and summative assessment procedures, instruments used and assessment results used that show evidence of student learning (use graphs to display changes in student learning)

****Additional documentation (worksheets, pre/post-test, PowerPoint, etc…)

**** Actual differentiation issues addressed

****Reflections on the RET Unit and what could be improved for the following year

****Pictures from the RET Unit for use on poster and video

******Wiki Updated notification to Debbie Liberi and David Macmorine by the end of February; All data turned in by February 15th, 2017!**

**Complete Final RET** [**Unit Poster**](file:///E%3A%5CCOP%201%5CUnit%20Poster%20Template_2016.ppt) **(Note: This is different than the classroom poster created at the end of Summer RET Site. Use template presented at the CEEMS Poster Workshop) . Due *no later* than March 10th, 2017)**

**Complete RET Unit** [**Video**](file:///E%3A%5CCOP%201%5CUnit%20Video%20Components%20Checklist%20-%20Modified.docx) **(Note: This is different than the research video created at the end of the Summer RET Site. This is for the Unit taught.) Due *no later* than March 10th, 2017)**

**Second Community of Practice (also called Culmination Event) (mandatory –Monday, March 20th  from 3PM – 7PM): Final deliverables are presented**

****Poster

**** (Start with Video) Power Point with Overview of RET Unit including pictures

**** (Optional) **Dissemination (Presentation of the RET experience @ professional meeting – with documentation.) Keep us informed – this will need to be reported to the NSF.**

******Presentation of final RET Unit Poster at the 2017 STEM Conference, September 8th and 9th or 15th and 16th at UC**

* + Reminder of 2nd Community of Practice (also called Culmination Event) with the COFSP Fellows, Monday March 20th, location 405 ERC, 3- 7:00 PM
		- Sharing of [PPT](file:///E%3A%5CCOP%201%5CDirections%20for%20Power%20Point%20Construction.docx) and [Poster](file:///E%3A%5CCOP%201%5CGuidelines%20for%20CEEMS_RET%20Unit%20Posters%202016-17.docx) formats and student learning data
			* + **Share Judges Rubrics,** [**Poster**](file:///E%3A%5CCOP%201%5CJudges_Poster_Evaluation_Rubric_RET_Tchrs_2017.docx) **and** [**PPT**](file:///E%3A%5CCOP%201%5CJudges_PWR_PT_Evaluation_Rubric-RET_Tchrs_2017.docx)

* + - Culmination Event Agenda –Schedule

**3:00 – 4:15 Poster Presentations - RET Teacher and Fellows (w/Judges-**

 **12 + minutes/ poster)**

**4:15 – 5:45 PPT Presentations by RET Teachers (w/Judges - 10 min/RET Teacher )**

**5:45 – 6:30 Fellows PPT Presentations (w/Judges; 7-8 min/Fellow)**

**6:15 - 7:00 Focus Group for Teachers and final evaluations w/** Cathy Maltbie, Evaluator

* + **STEM Conference 2017, September 8th and 9th or 15th and 16th at UC :** RET Teachers and available COFSP Fellows present posters
1. (5:15 – 6:00) RET Teachers : Focus Groups with Cathy Maltbie, Evaluator