LEARNING LETTER

APRIL 2020

I hope that you and your families have shared some special moments together in the face of the adversity and challenges that we are all facing at this time. Stay well and safe!

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CHECK POWAY PROFESSIONAL DEVELOPMENT FOR AVAILABLE TRAININGS

Check Poway Professional Development: Soon to be offered trainings, collaborations and classes via web conferencing. These classes are facilitated by PUSD staff members, CTAE and Poway Adult Education for Classified staff members. They are intended to share expertise, experience and foster collaboration among all our classified staff and offer resources that will impart improved work performance once we return to “normal”. They will also provide documented learning and allocation of time spent. The goal is to produce accountability and substantiation that our PUSD classified staff proactively utilized their “limited contact ordered paid time” to benefit their roles within PUSD.

Classes will be listed in Poway Professional Development website under "trainings". If you are interested in facilitating a training or class, please contact Tania Rowe at 858-842-4980.

There will not be CLC points nor timesheet hours allocated for these trainings.

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ZOOM CONFERENCING

Zoom is temporarily lifting the 40-minute time limit on free Basic accounts for schools affected by the Coronavirus. Zoom Free Basic allows school employees to create conferences and webinars for a variety of uses including trainings, touch base sessions and interactive learning. Here are 2 videos that I found helpful. The first is how to attend a Zoom meeting put on by someone else. The second video is how to create your own Zoom meeting. The benefit of both of these videos is the ability to pause and rewind as much as necessary. I hope you find them as helpful as I did. Happy Learning!

Basics – Going To A Zoom Meeting: Click here to learn how to attend a Zoom Meeting as a participant
Zoom Full Tutorial And Overview – Video Conferencing Made Easy: Click here to see how to create your own video conference

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FREE ONLINE RESOURCES FOR PROFESSIONAL LEARNING

PUSD Mandated and Optional Trainings

Subjects (and # of courses in parenthesis) available to all staff under the extra training tab:
Athletics(6), Child Abuse Prevention Microlearning series(22), Emergency Management(14), Employment Practices/Supervisory(1), Enviornmental(47), Health(25), Human Resources(20), IEP(1), Information Technology(11), Nutrition Services(8), Policy(21), Security(7), Social & Behavioral(21), Special Education(5), and Transportation(15)

National After School Association – Professional Development

NAA link to content published every week covering a wide variety of topics and resources

National Education Association: 2018 & 2019 Archived Webinar Recordings

Examples of webinars available:
Accommodations and Modifications: What Paraeducators Need to Know, ESPs: Understanding and Supporting Students on the Autism Spectrum, Banking on the Whole Child for ESP

Coursera.org

Hundreds of free courses give you access to on-demand video lectures, homework exercises, and community discussion forums.
Examples of free courses include: Positive Psychology, De-Mystifying Mindfulness, Autism Spectrum Disorder, Problem Solving with Excel, and Personality Types at Work are just a few of the many free available courses.

Alison.com

1499 free online courses are available, titles include:
Microsoft courses (Excel 2010, Word 2010, Access 2010, Powerpoint 2010, Outlook 2013), Communication Skills, Food Safety training, Stress Management, Public Speaking, Working with Students with Special Education needs.

Registered Behavior Technician 40 hour Training (Free):

*A Registered Behavior Technician (RBT) is a paraprofessional certified in behavior analysis. To apply you must: • be at least 18 years old • have a high school level education or higher • pass a background check • **obtain 40 hours of qualified training** • successfully complete an RBT initial competency assessment. Once your application is approved, you will receive instructions via email for scheduling your RBT certification examination. Please see the Behavior Analysis Certification Board website for more information on the application process and additional requirements*
Completing this 40 hour free course covering the 2nd edition task list is the primary component required in order to apply for certification.

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GOOGLE WEBINARS FROM TECHNOLOGY & INNOVATION DEPARTMENT

December 2017
Intro to Google Suites - You will receive an overview of Google Suites, learn how to incorporate Google Drive in your daily workflow, and get started with a Google Doc.
Webinar Recording

January 2018
Deep Dive Into Google Docs - This session will be overview of writing, collaborating, and sharing with Google Docs. There will be opportunities for hands on practice and individual

support.
Webinar Recording

March 2018
Google Forms for Everyone - In this session, you will learn how to plan an event, manage event registrations, create a quick poll, and more using Google Forms. There will be opportunities for hands on practice and individual support.
Webinar Recording

January 2019
Google Team Drive - Learn how to use Google Team Drives, which have unlimited space, provide departments/teams an online space to host and create their documents, which make sharing documents seamless and easy. Team Drives are the future of collaboration on-line and at work.
Webinar Recording

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LINKEDIN LEARNING / LYNDA.COM LICENSES ARE AVAILABLE

Contact Tania Rowe to get your license and start learning today: TaniaRowe@powaysea.org

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VOLUNTEER OPPORTUNITIES

Melanie Fink, Inclusion Specialist, has asked for volunteers to assist her with making curriculum for students. Examples of the type of work involved is finding pictures on the internet to correspond with vocabulary words, creating word searches using her registered program, etc.

Anyone with good computer skills who is looking for additional things to do, please contact Melanie Fink at Mfink@powayusd.com

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POWAY SCHOOL EMPLOYEES ASSOCIATION

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