# Learning Letter

November 2020



**Back 2 Basics Short Series Trainings for PUSD Classified Staff** 

Date: Dec 2, 2020 2 to 3 pm	Google Drive Basics- Get a general tour of the layout of Drive. Learn to upload files and folders, create new files, create folders, share files and folders. Learn how to manage shared files within shared folders. Learn about the "Shared with you" area of Drive. Make someone else the owner of a file or folder. Designate temporary access to files/folders. Learn methods to organize files and folders. Practice general and advanced methods for searching for contents within Drive.
Date: Dec 7, 2020 2 to 3 pm	Google Docs Basics- Learn the basics of Google docs and a few features that are useful specifically to teachers. Like: the explore tool, how to make citations, and create hyperlinks.
Date: Dec 10, 2020 2 to 3 pm	Google Jamboard Basics- Learn how Jamboard can create quick engagement activities for your students to use during live instruction. All the techniques needed to get started and share with students.
Date: Dec 14, 2020 2 to 3 pm	Small Group Instruction- We will look at how to use a few of the tools you learned earlier to engage your students and how to use your teleconferencing tool to manage your groups.

For any questions/concerns regarding available professional learning, visit the Innovation Division website at sdcoe.net/innovation, the Educational Technology Website, or contact Alicia Gallegos Butters, abutters@sdcoe.net

## Who should sign up?

Classified staff "beginners" should have a general understanding of how computers work and understand the basic operating system. Chrome browser should be installed on your device. Our online meeting platform is Zoom. It is highly recommended to have a mouse connected. We strongly recommend using 2 devices (phone and chromebook or laptop) to make watching instruction in zoom (via phone) and working in the browser (via laptop) more accessible.

These workshops are geared toward *classified paraprofessionals*. Please use the link below to register for sessions and find more information. After registering, an email reminder will be sent the day before each training. This email will contain the Zoom links. **These sessions will not be recorded.** 

## To Register and for more Information Click Here

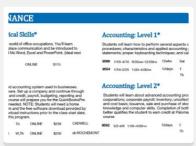
Please register ahead of time using link above
Zoom Link: <a href="https://us02web.zoom.us/j/86500064793?">https://us02web.zoom.us/j/86500064793?</a>
<a href="pwd=aHJvM2JPT0NrR0ZnL1NCd2xMNFhZUT09">pwd=aHJvM2JPT0NrR0ZnL1NCd2xMNFhZUT09</a>
<a href="mailto:Zoom Password: 451161">Zoom Password: 451161</a>



# Poway Adult School's Winter Catalog & Classes coming soon

Classes will be on campus and online
The Catalog will be mailed out December 8th







Social Security, Estate Planning & Retirement **Business & Finance** 

**Special Education Instructional Aide** 

**Training & Professional Learning Resources** 

Google, Canvas, Zoom training and webinars, support for Instructional Assistants, are all housed at PSEA - Professional Learning - Resources tab. Click this heading to access.

SDCOE is now offering an Education Specialist Intern program.



#### Become a Teacher

The San Diego County Office of Education is now offering an Education Specialist Intern program.

If you are interested in becoming a Special Education Teacher, the Teacher Effectiveness and Preparation offers the TEP Intern program to provide a pathway to earning your Mild to Moderate, Moderate to Severe or Early Childhood Education Specialist credential while teaching in the classroom. We also expect to be offering the Deaf and Hard of Hearing intern credential in the 2021-22 school year.



Sign up for an online Intern Information Session below:

**TEP Intern Information Session Sign Up** 

## **TEP Intern Program Description**

This is a 2-year credential program toward becoming a Special Education teacher in K-12 or pre-K settings. After the first 3 months of required preservice coursework and passage of a CSET exam, you will be qualified to seek a full-time job in a special education teaching position as an "intern" while you finish the rest of the credential program.

The commitment to coursework over the 2-year period is 2 nights per week. The cost for the first 3 months of preservice is \$1,200.00, and then \$10,000.00 for the remainder of the coursework, paid in installments if preferred. Books not included. Click here for link to sign up for more information

Questions?

Web: <u>www.sdcoe.net/intern</u> email: <u>intern@sdcoe.net</u>

#### **Attend an Information Session (required)**

The Education Specialist Intern program begins another preservice cohort in February, making candidates intern-ready by the end of April, 2021. Those interested must sign up for and attend an <u>information session on Tuesday, December 1, 3:00 - 4:30pm.</u>

## **PSEA Membership is support for Professional Learning**

Do you enjoy and regularly attend Professional Learning activities? All Professional Growth (Pro Grow) classes, CLCs, Lynda.com aka LinkedIn Learning, Education Financial Incentive Program and the Professional Partner (Mentor) Program have all been strongly negotiated for, facilitated by and overseen through PSEA. If you are not already a member, please complete the application and send to Karen Burns @ Karenburns@powaysea.org.

### **Membership Application**

Click here to see the benefits that membership entitles you to

Thank you!



## **Poway School Employees Association**

Tania Rowe Professional Learning Coordinator

