

Registration Information

Content Courses Offered This Fall

For your convenience, we have listed below all content courses appearing in the Fall 2009 Academy catalog. They are marked with a STAR (★) in this catalog. The courses are listed in alphabetical order.

- Building a Better Classroom: Constructivism in an SOL World
- Building Lessons for the Interactive Whiteboard: A New Way of Reaching Students in Special Education
- Building Lessons for the SmartBoard Interactive Whiteboard
- Classroom Assessment Enhanced by Technology
- Creating Educational Podcasts
- Cycling Through Science
- Daily Digital Images
- Designing a Virtual Field Trip
- Differentiating Instruction for the Gifted Learners
- Differentiating Instruction in the Advanced Academic Classroom
- DRA2 for Grades 3-6
- DRA2 in Grades K-2
- Exploring Word Study, Grades 2-6
- Family Life Education Instructor Training—10th Grade Health
- Foldables™: SOL and Curricular Applications
- How to Write Multiple Choice Items for eCART
- Human Relations
- Information Literacy
- Introduction to Blogs
- Introduction to the Gifted and Talented
- Issues and Research in Art Education
- Learning and Teaching with Web 2.0 Tools
- Mathematics in the Kindergarten Classroom
- Microsoft Office: Making Neat Stuff
- Middle School Reads for Social Studies
- Performance Assessment in Foreign Language
- Powerful Reading Instruction in Grades 2-3
- Preparing to Teach Middle School Science: Life and Physical Science I
- Reading First: Supporting Early Reading Instruction with Technology
- Reading, Writing, and Really Using Technology for Learning
- Sign Language as an Instructional Strategy for Special Populations—Early Childhood Level: Pre-Grade 3
- Social Studies Lead Teacher Course
- Strategies and Practices for Advanced Academics in Secondary School
- Success with Global Awareness (formerly Making the Past Come Alive!)
- Teaching Students with Disabilities
- in Physical Education Teaching Writing in the Elementary Classroom
- Technology Applications for the Art Room
- Technology in Support of the Struggling Elementary Math Student
- Technology to Support Writing SOLs—Secondary
- TESA: Teacher Expectations and Student Achievement
- TRT for Beginners and the Changing Role of Technology Resource Teachers
- Underserved Gifted Learners
- Upper Grade Guided Reading, Grades 3-6
- Using Graphic Organizers to Promote Higher-level Thinking Skills
- Using United Streaming in the Classroom
- Virginia Passport to Success
- Working with English Language Learners
- Writer's Craft in Grades 2-3: Explicit Instruction

NEW! This Fall

The fall catalog offers new courses on a variety of topics such as: art, advanced academics, special education, mathematics, English Language Arts, science, music, technology, and school counselors.

One new college course is offered this fall . .

Issues and Research in Art Education course provides an overview of the history of the field of art education, contemporary issues that have developed out of that history, and a sense of the importance of researching helping us to determine where we have been, where we are going, and what it all may mean.

Thirteen new academy courses are scheduled . .

Accountability Measures for Elementary School Counselors is designed to provide school counselors with tools necessary to implement accountability measures into their current school programs.

Characteristics and Instructional Strategies for Students with Disabilities in Inclusive Settings: An Overview for Paraprofessionals has been developed to support paraprofessionals in their daily work with students with disabilities.

ELLevate: Raising Achievement for ELLs (English Language Learners) is a five-week course in which ESOL teachers examine current research-based best practice, second language acquisition theory, and culturally responsive teaching to strengthen classroom instruction.

Finding and Nurturing Advanced Academic Potential in Under-represented Populations focuses on traditionally underserved populations of learners who possess unique characteristics and needs and explores issues related to the identification and development of appropriate educational services for gifted learners.

Full Orchestral Literature is a performance-based course that provides participants with a venue to study and perform full orchestral literature

Let's Collaborate is a North TIER course that prepares teachers to use productivity tools in a collaborative manner with students to enhance learning and creativity.

Managing Projects: Technology in the Elementary Environment teaches the ins and outs of how to manage projects using technology in the classroom.

Mathematical Reasoning Assessment (MRA) in Grades K-2 looks more closely at the components of the *Mathematical Reasoning Assessment* with a chance to delve deeply into all three parts that make up the Grades 1-2 MRA and look more deeply at the Kindergarten MRA.

Teaching Physical Science in the Elementary Classroom is an introductory course in physical science for elementary teachers that includes hands-on active learning, laboratory and investigations.

Reading and Writing in Kindergarten is specially designed for kindergarten teachers. The two strands of this course are early literacy development and appropriate instruction to support young readers and writers.

Teachers Leaders: 21st Century Staff Developers is a NorthTIER course designed to provide an overview and exploration of the multiple roles of staff developers aimed at improving 21st century teaching and learning.

Teaching Physical Science in the Elementary Classroom is an introductory course in physical science for elementary teachers.

Working with English Language Learners (WELL), Pre-K-Grade 6 provides participants with insights into the many aspects of the ESOL services in the county.

Registration Information

Frequently Asked Questions . . .

What is the FCPS Academy Program?

A virtual mini-university for teachers and other educational staff members, FCPS Academy courses include college or university courses and Academy (noncollege) credit courses. Both types of courses are paid directly by the school system and participants receive recertification points. All FCPS Academy courses are designed to support system-wide priorities, encourage individual professional development, and reflect a multicultural perspective.

The Department of Professional Learning and Accountability contracts with area colleges and universities to offer college credit courses for FCPS employees. As part of these contracts, a registration fee is not charged, and most courses provide an official transcript for each participant.

Since the summer of 2007, successful course completion information is entered into the FCPS Academy course training history in My PLT.

Who may register for a contract course at no cost?

Any FCPS full-time or part-time contracted employee eligible for employee benefits may register for FCPS Academy courses.

How many Academy courses may I take?

You may take one or more contract courses offered in FCPS Academy catalogs.

How may Academy credits be used?

Academy credits may be used for licensure renewal, salary-scale increases, content course licensure requirements for teachers without Master's degrees, and for Virginia Technology Standards.

Who may register for Academy courses?

University and FCPS Academy credit courses are offered for FCPS staff members.

To register for a course, employees must meet prerequisites stated in the course listing. Employees who do not meet the designated prerequisites will be denied.

Two Ways to Register

Online www.fcps.edu/plt/MyPLT/index.html

Manual (walk-in only) for non-contracted FCPS employees

Please see p. 47 for step-by-step directions to register through My PLT

Registration Information

Important Dates

Registration begins Tuesday, August 25, 4:00 pm
Registration ends Friday, September 4
Classes begin Monday, September 21
Classes end Friday, January 22

Confirmation of Enrollment

E-mail confirmations are sent by My PLT at the time of registration and indicate if you have been enrolled in the class or placed on the waitlist. You will be e-mailed if the class is been canceled.

If you are on the wait list, **do not attend** the class unless you receive e-mail notification from My PLT that you have been confirmed.

University Registration

University registration takes place at the first class meeting. If you miss the first night of class, be sure to obtain university registration forms from your instructor at the second class meeting.

Special Accommodations

Any FCPS employee needing accommodations at FCPS-sponsored activities or programs should call the Office of Equity and Compliance at 571-423-3050. Calls should be made as soon as possible, but no less than **14** business days before the scheduled activity, so appropriate arrangements can be made.

Directions to Dunn Loring Center

See back cover of this catalog.

Textbooks and Materials Fees

Course tuition does not include materials fees or the cost of textbooks. Unless otherwise stated, participants can purchase any required text at the first class meeting.

Refunds

If a course is canceled or dropped within the deadline period and tuition has been paid, you are entitled to a refund. However, a refund request must be submitted to PLA. Refund checks are sent approximately four weeks after requested.

Tuition Rates and Eligibility for Tuition Assistance

During FY 2009, all contracted employees (full- and part-time) of Fairfax County Public Schools who are eligible for other employee benefits are also eligible for tuition assistance for courses offered through the FCPS Academy course program. Tuition assistance is provided, in accordance with the FCPS Regulation, for all contract courses taken. This means that full- and part-time contracted employees can register for courses advertised in a FCPS Academy Course Catalog at no cost and with no credit maximum.

Tuition Rates

Status	College Credit	Academy Credit
FCPS Contracted Employees	\$ 0	\$ 0
Noncontracted FCPS Employees (substitutes, hourly employees, employees on leaves of absence)	\$222 (1 credit) \$444 (2 credits) \$666 (3 credits)	\$111 (1 credit) \$222 (2 credits) \$333 (3 credits)

Substitutes, noncontracted adult education teachers, hourly paid employees, and employees on leaves of absence, are ineligible for tuition assistance. They may, however, register (in person at the Dunn Loring Center Information Desk) for contract courses by filling out a registration form and including a check for tuition payment.

An employee cannot receive tuition assistance for education that is required to meet the minimum educational requirements for qualification in his or her employment. Nor shall an employee receive tuition assistance for an expenditure for education that is part of a program of study being pursued by the employee that leads to qualification in a new trade or business. These restrictions shall be construed in accordance with applicable provisions of the Internal Revenue Codes, which exclude certain types of education assistance from the recipient's gross income for federal tax purposes.

Registration Information

Catalog Listings

New Courses

Courses designated with the NEW logo are being offered for the first time.

NEW!

Course Levels **E M H**

Each course has been identified with an **E** (elementary), an **M** (middle), and/or an **H** (high school), to indicate the instructional level for which the course is intended.

Highly Qualified Teacher (HQT)

The HQT symbol is listed next to courses to help special education teachers identify courses or institutes that meet the HQT requirements. See page 37.



Technology Skill Levels **BASIC INT ADV**

Technology courses designated as **BASIC** are entry level and require no skill or minimal skill in the software area; **INT** (intermediate) require a basic skill or knowledge of the software used; **ADV** (advanced) require a high degree of skill.

Content Courses ★

Courses designated with a ★ are academic content-area courses or FCPS-designated content-area courses. These courses may satisfy part or all of the requirements for certificate holders without master's degrees.

See the Virginia Licensure Renewal Manual, Division of Teacher Education and Licensure, Virginia Department of Education (online at www.pen.k12.va.us), for specific guidelines.

Technology Standards

Technology-related courses are designated with the computer logo and are correlated to validation of the Virginia Technology Standards for Instructional Personnel. For validation purposes, the eight standards are grouped under two skill areas: operational and integration. One of several options for FCPS validation of the standards can be found on page 39.

Standards of Learning **SOL**

Standards of Learning courses are designated with the **SOL** logo. Each course description indicates for what grade level(s) the course satisfies the SOL requirements.

Sample Course Description

Course Title — **AC-1794** — Course Number:

Working With English Language Learners (WELL) Grades 7-12

Information Bar — **M H ★**

George Mason University | EDUC 500 | 3 credits | 90 points

Number of credits, points, technology standards (if applicable)

Course Description

Participants learn the most effective instructional practices for English language learners (ELLs). WELL raises awareness of ELL students' needs and provides educators with the knowledge and skills necessary to enable ELL students to succeed in their education. Participants increase their knowledge of the second language acquisition and acculturation processes. Appropriate instructional techniques to adapt lessons, assessments, and materials to meet the needs of ELLs will be studied.

Note: Prior to the first class meeting, all participants must purchase the course textbook: *A Course for Teaching English Learners*, by Lynne T. Diaz-Rico, Pearson, 2008.

Section	Location Room	Dates Time Instructor	Days, Dates, Times, Instructor
42846	Key MS Rm 100	Thur, Sept 24; Oct 1, 8, 15, 22, 29; Nov 5, 12, 19; Dec 3, 10 17 Tues, Nov 24; Dec 14 4:30-7:30 pm Niles	

Drop Procedures

University Course Drop Procedures

To Drop Prior to the First Class Meeting

To drop a university course without penalty, follow the two procedures listed below:

1. Log on to www.fcps.edu/plt/myplt/index.html
 - ◆ click on the **My Courses** tab
 - ◆ click on the **Withdraw** button next to the desired class
 - ◆ click on the **Withdraw** button to confirm
 - ◆ click **OK**
 - ◆ you receive an e-mail confirmation of the withdrawal
2. A written request to drop college credit courses **must** also be submitted to the university. It must include:
 - ◆ the course title
 - ◆ university **and** FCPS course section numbers (both obtainable from your instructor)
 - ◆ course location
 - ◆ your Social Security number

The letter must be sent to the university AND a copy must be sent to the Department of Professional Learning & Accountability at Dunn Loring Center.

It is the employee's responsibility to reimburse FCPS for any tuition charges incurred because of late drop requests to a university. Late drops for FCPS Academy college credit courses forfeit your tuition assistance eligibility for the fiscal year in which the course ends.

To Drop After the Course Has Started

Requests to drop a university course after it has started but before the specified deadline **must be made in writing**. You must drop a George Mason University (GMU) course prior to the class meeting specified below or it counts as your full tuition assistance eligibility for the fiscal year in which the course ends or you forfeit your refund if you paid for the course. All other university or college courses generally cannot be dropped without a tuition penalty after the first class meeting. The deadline varies by university.

GMU	Prior to 20 percent of elapsed class time: 1 credit course--prior to second class meeting 2 credit course--prior to third class meeting 3 credit course--prior to fourth class meeting
UVA	Prior to second class meeting
VCU	Prior to second class meeting

University Contact Information

George Mason University
Office of Adult Learning and Professional Development
4400 University Drive/MSN 5D6
Fairfax, VA 22030
Fax: 703-993-3678

University of Virginia or Virginia Tech
Northern Virginia Center
7054 Haycock Road
Falls Church, VA 22043
Fax: 703-536-1172

Virginia Commonwealth University
Office of Community Programs
920 West Franklin Street
Richmond, VA 23284
Fax: 804-828-2756

Academy Drop Procedures

To Drop Prior to the First Class Meeting

To drop a course, follow the procedures listed below:

- ◆ Log on to www.fcps.edu/plt/myplt/index.html
- ◆ Click on the **My Courses** tab
- ◆ Click on the **Withdraw** button next to the desired class
- ◆ Click on the **Withdraw** button to confirm
- ◆ Click **OK**
- ◆ **You will receive an e-mail confirmation of the withdrawal**

Classes must be dropped prior to the class meeting shown below or you will not receive a passing grade.

Prior to 20 percent of elapsed class time:
1 credit course--prior to second class meeting
2 credit course--prior to third class meeting
3 credit course--prior to fourth class meeting

North TIER Drop Procedures

Please see the North TIER catalog for specific drop procedures.

www.mhznetworks.org/northtier/