

## **CESA 3 PDP Reviewer Training**

### **June 2017**

#### **Culminating Face-to-Face Session in the Mineral Point School District on June 27<sup>th</sup>.**

The final PDP Reviewer Training offered by CESA 3 for this year has been scheduled for June 2017. PDP Reviewers are needed across our CESA to help educators complete the “Goal Approval Process” and the “PDP Verification Process” for re-licensure. We need reviewers from the teaching ranks, from pupil services staff, and from administrators.

It is really great when a district can provide the reviewers needed by their staff from within their own faculty. PDP Reviewers should hold a professional level license to take the training.

This training has two components. The first component is completed on-line with the support of a facilitator. Participants have a two week window to complete this portion of the training at their convenience. The second portion of the training is completed at a 3 hour face-to-face session with the facilitator.

So, here is how it works. Interested staff will need to register for the training on the CESA 3 Website by the end of the day on Friday June 9<sup>th</sup>, using MyQuickReg. On Monday, June 12<sup>th</sup> the registered participants will receive an email from DPI with the access information they need to do the on-line portion of the training. Participants will have until noon on Monday June 26<sup>th</sup>, to complete the on-line portion of the training. David Allen from CESA 3 will be the training facilitator. **ALL** of the on-line activities must be completed and reviewed before a participant can participate in the face-to-face training. **The face-to-face training will be conducted in Mineral Point on Tuesday Morning June 27<sup>th</sup> from 8:30 AM till Noon.** Following the face-to-face training all of the participants who have completed the training will be licensed as PDP Reviewers for 5 years.

This training is supported by the DPI and CESA 3, with no cost to the participants or their school districts. Please contact David Allen at CESA 3 with any questions. [dallen@cesa3.org](mailto:dallen@cesa3.org)