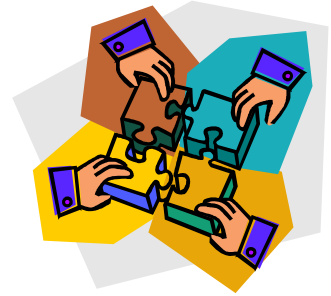


District Information and Technology Planning Workshop

When: Monday, October 25, 2010
Where: CESA #2, 448 East High St. Milton, WI 53563
Time: 9:00 am to 2:30 pm (Sign in - 8:45 am)
Register: Registration must be made by October 15, 2010
Facilitator: Donna Steffan, DPI IMT Consultant



Who should attend?

Does your District Information & Technology plan expire in June 2011? Or June 2012? Bring a team (Technology Coordinator, Library Media Specialist, Administrator, Teacher) to this workshop and work together to create the basic framework for your new District Information and Technology Plan.

What will the teams accomplish at the workshop?

Discussion items:

- ✓ Who should be on your district planning team?
- ✓ What are the DPI-required components for your plan?
- ✓ What types of needs assessments and data should you collect?
- ✓ What are the four categories of goals you should think about?
- ✓ What are sample formats for action plans?
- ✓ What district policies does DPI expect your district to have?
- ✓ What information should be included in your budget section?
- ✓ Where can you find additional resources?

Register Early - Seating is limited

What data should I bring to the workshop?

Your team should bring a laptop with wireless Internet capability, copies of your previous Information and Technology plan, relevant needs assessment data (e.g., Simple Assessment, Taglit data, local surveys), your ESEA goals, school district vision and priorities for curriculum and professional development, and any other information you think might be useful as you begin to write your new District Information & Technology Plan.

Event Fee: **FREE** for first 4 people if District is a CESA #2 Instructional Technology Services Member **(You must register)**
\$75.00 Per person for all other School Districts

Lunch Included!!

To register, go to www.myquickreg.com

First time users will be asked to fill out online registration information so that they can register for this and other CESA #2 workshops.

Only registrations made through MyQuickReg will be accepted.

Registration Deadline: October 15, 2010

For registration questions, please contact Sharon Anderson at sanders7@cesa2.k12.wi.us

For content questions, please contact Sharon Webb at swebb@cesa2.k12.wi.us

Cancellation Policy: Should enrollment be insufficient to cover the cost of the event, registered participants will be notified by phone. Participants must cancel within 48 hours of this event or will be billed. If special accommodations are required, paid registration must be received one month before registration deadline. *Weather Notice: In case of inclement weather, please call the CESA #2 office at 608-758-6232 for cancellation message.*