Study the Common Core State Standards

Session Planning Guidance Document

FAQ's

What is covered in one session?

Participants will have a greater understanding of the structure of the Common Core State Standards in either ELA or Mathematics. They will learn methods for further alignment study. Participants will **not** be able to facilitate a full day session but will be able to have further conversations in their districts using the protocols from the day.

How many participants can attend each session?

The best-sized group is around 30 participants. The absolute maximum is 35: groups larger than that will be required to split into multiple sessions. Districts with less than 35 participants are encouraged to seek partnerships with other districts.

What are the expectations for participants?

Participants should be punctual and come prepared to participate, with a general idea of the session's purpose. Materials are provided; a pen or pencil is all that is needed. Laptops or other such devices are not necessary and will not be used. All participants will be asked to follow the group norms established at the beginning of each session.

How long is "one day"?

Each session takes approximately 6 hours, not including lunch which is typically an hour to forty five minutes. Session start/end times can be tailored to meet the needs of your district/LEA. The overall time cannot, however, be shortened.

Pre-Session Planning

Registration

Please register your LEA group using the eRIDE system. We have added batch registration capabilities, so your entire group can be registered at one time. Go to:
https://www.eride.ri.gov/workshopReg/main.aspx for the calendar.
Workshops can be found on the eRIDE site name: Common Core Study of Standards- Math or Common Core Study of Standards ELA. Districts are named in the "Audience" section of the registration information. Please make sure to check this information as there may be multiple sessions for different LEAs on the same date.

Site Preparation

When choosing a site for your session, please ensure that it meets the following requirements.

Space / layout of room:
- Participants will need to work in groups, so a room with multiple round or rectangular tables is preferred, though a classroom where participants can move the desks to form groups is acceptable.
- Easels or wall space for flip-charts to be displayed
- Screen, whiteboard, or blank wall for the PowerPoint presentation
- Appropriate lighting (not too bright) for a PowerPoint presentation interspersed with group work (light enough to easily see). Shades on the windows and lights that switch on/off are best.

Technology set-up:
- Needed:
  - Laptop computer (preferred) or desktop- must have MS PowerPoint
  - LCD / Digital Projector connected to computer
  - Document Camera (e.g., ELMO) connected to projector
- ISPs will bring a flash drive containing the PowerPoint presentation and other documents.

Participant Preparation

- Participants should be prepared to spend a full day. Those leaving early will miss sections valuable for future learning around alignment.
- When selecting participants, please consider teacher leaders, principals and then content area educators.

Day-of-Meeting Set Up

- Please have a representative ready to meet the ISPs at the building at least 45 minutes before the start of the session.
- Please have all technology set up as much as possible prior to the workshop in order to ensure a timely start.
- Refreshments are not provided by RIDE. Please consider making prior arrangements with participants to avoid overly long lunch and/or coffee breaks.
- For workshop day issues/problems **the day of the workshop only** please contact Kate Nigh at 207-227-7415 (cell). For planning or debrief afterwards please contact Kate Nigh at 401-222-8489 (office).

Post-Meeting Follow-Up

- An email will be sent to all participants to provide feedback using emails provided in the eRIDE system.
- RIDE welcomes all feedback from the district as well as participants. Please email or call with any post session questions or concerns.

Common Core Study of Standards Workshop

Checklist

Pre-Planning:

- ☐ Invite core teachers, principals and teacher leaders
- ☐ Participants are aware of time commitment
- ☐ Participants are registered via eRIDE system
- ☐ Staff assigned to meet ISP at building 45 minutes prior to session start
- ☐ Arrangements in place for refreshments (district provided or on-your-own)
- ☐ Any questions? Contact Kate Nigh at 222-8489 or kate.nigh@ride.ri.gov

Site:

- ☐ Space for 35 participants
- ☐ Tables for participants- (5-6 per table)
- ☐ LCD projector
- ☐ Screen
- ☐ Document Camera (e.g., ELMO)
- ☐ Laptop or computer (with PowerPoint)
- ☐ Day of emergency? Contact Kate Nigh at 207-227-7415.

Post-Workshop:

- ☐ Follow up with participants regarding the emailed survey.
- ☐ Any district level feedback is welcome.