



2025 Staff Development Workshop | Agenda

Tuesday – Day 1

8:30-9 AM Registration		
9-9:50 AM	Training sessions	Coachees List by Coach My Coaching Assessment and Action Plan
10-10:50 AM		Breakout session
11-11:50 AM		Group Staff Training
12-1 PM	Lunch (included)*	
1-2:50 PM	Training sessions	Group Staff Straining (continued possibly) AIR Notes – - My Action Plan – AIR Notes Staff Meetings - My Action Plan – Staff Meetings
3-3:50 PM		Q&A

Wednesday– Day 2

9-9:50 AM	Training sessions	Staff Directory
10-10:50 AM		Breakout session
11-11:50 AM		Staff Directory – continued
12-1 PM	Lunch (included)*	
1-2:50 PM	Training sessions	Classroom/Teacher Assessment Data Entry Staff Site File Monitoring by center
3-3:50 PM		Q&A

Thursday– Day 3

9-9:50 AM	Training sessions	Staff self-data entry – My personal settings My Notes for Staff
10-10:50 AM		Breakout session
11-11:50 AM		Staff Daily Clock in/out
12-1 PM	Lunch (included)*	
1-2:50 PM		POP and Reporting
3-3:50 PM		Good-bye & Photos