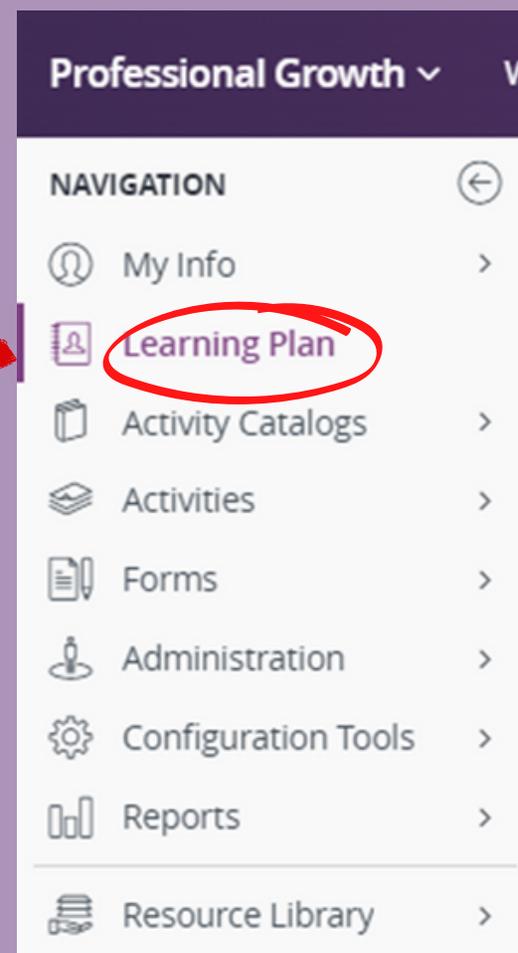


How-to Mark Complete Courses & Workshops



Scan this QR code to get to WPCSD Frontline Ed website

The screenshot shows the 'Professional Growth' sign-in interface. At the top left is the 'frontline education' logo. To the right is the 'White Plains Public Schools' logo with 'WP' in large orange letters and 'REAL LIFE LEARNING' below it. The main heading is 'Professional Growth' with the subtext 'Formerly MLP PDMS and MLP OASYS'. Below this is a 'Sign In' section with two input fields: 'Username' and 'Password'. Both fields have a red exclamation mark icon and a red error message: 'Your username is required.' and 'Your password is required.' respectively. A blue 'Sign In' button is at the bottom of the form. At the very bottom, there are links for 'Forgot Username' and 'Forgot Password'.



My Requests - Monica Alvarez					
Actions	Activity Title	Start Date	End Date		FormName
Save as Draft (0 Record(s))					
-- no records --					
Wait List (0 Record(s))					
-- no records --					
Pending Prior Approval (0 Record(s))					
-- no records --					
Approved and/or In-Progress (7 Record(s))					
Manage	The Healing Power of Stories: Prescriptive Non-Fiction Writing Grs. K-12 - (TEACHERS ONLY) (via Zoom)	02/04/2023	03/11/2023		Staff Development Center Request Form (w/ Stipend)
Manage	Stop the Bleed Skills Only Course (In-Person) 12/19/22	12/19/2022	12/19/2022		Professional Development Hours
Manage	Stop the Bleed Skills Only Course (In-Person) 12/5/22	12/05/2022	12/05/2022		Professional Development Hours
Manage	Mentor Teacher Training Workshop - Fall 2022 (In-Person)	10/12/2022	11/09/2022		Staff Development Center Request Form (w/ Stipend)

Select the course or workshop you want to mark complete

Mentor Teacher Training Workshop - Fall 2022 (In-Person)
Instructor(s): Colleen Torres, .

Dates: 10/12/2022 to 11/09/2022
Status: Approved In Progress
Note: Eval Required by 11/9/2023 7:00 pm

5 Meeting(s)

#	Date	Time	Location
1.	Wed Oct 12, 2022	4:00 pm to 7:00 pm	Staff Development Center- Conference room
2.	Wed Oct 19, 2022	4:00 pm to 7:00 pm	Staff Development Center- Conference room
3.	Wed Oct 26, 2022	4:00 pm to 7:00 pm	Staff Development Center- Conference room
4.	Wed Nov 2, 2022	4:00 pm to 7:00 pm	Staff Development Center- Conference room
5.	Wed Nov 9, 2022	4:00 pm to 7:00 pm	Staff Development Center- Conference room

Mentor Training Workshop- Fall 2022
This course is for 15 hours.

Participants:
This course is designed for staff interested in supporting new teachers by serving as their mentors. **All participants must be tenured in the district.** They must demonstrate at least three years of successful teaching experience as indicated by their APPR. They should have knowledge of WPCSD policies and procedures as well as the teacher evaluation criteria in the APPR. Preference for training will be given to those staff members who are currently assigned to mentor roles and have not been trained since 2011. The course will be limited to 20 participants. **We are in urgent need for PPS staff members to be trained as mentors.**

Compensation:
Teachers will be compensated with in-service district credit or stipend (for those teachers at MA+60) for training. Attendance is mandatory.

Hours: 15.00 / Credits: 1.00 cr | Program: District Catalog | Form: Catalog Registration

Approval Status

#	Administrator	Approval Type	Comments	Status
1		Final Approval		

If you have any questions regarding the approval of this request, please contact the appropriate approver(s) listed above.

Actions

[View/Print Form](#) [Download Calendar File](#)
[SDC Course Evaluation](#) [Mark Complete](#)
[Drop](#)

Select and complete the **SDC Evaluation or Instructional Technology Course Evaluation.**



SDC Course evaluation

General Info

User	Monica Alvarez
Building	Staff Development Center
Department	Administration : Asst Supts.
Employee ID	7260
User	ANONYMOUS
Building	ANONYMOUS
Activity Title	Mentor Teacher Training Workshop - Fall 2022 (In-Person)

After completing the evaluation, Click **Save**

SDC Course evaluation

Your responses are ANONYMOUS

Although you are logged into your account while submitting this survey, your name and account details are not visible in the results.

INSTRUCTOR: The extent to which the instruction was able to effectively facilitate your learning

- 4 STARS = MEANINGFUL INTERACTION BETWEEN PRESENTER/AUDIENCE AND AMONG PARTICIPANTS
- 3 STARS = ADEQUATE INTERACTION BETWEEN PRESENTER/AUDIENCE AND AMONG PARTICIPANTS
- 2 STARS = LIMITED INTERACTION BETWEEN PRESENTER/AUDIENCE AND AMONG PARTICIPANTS
- 1 STARS = NO INTERACTION BETWEEN PRESENTER/AUDIENCE AND AMONG PARTICIPANTS

Click Save To Exit

Save

Confirmation

✓ Saved
If your request is ready for final review, click the link below and then select the **Mark Complete** option.

Return

Next Mark complete the course. Click **Return**

Mentor Teacher Training Workshop - Fall 2022 (In-Person)

Instructor(s): Colleen Torres, .

Dates: 10/12/2022 to 11/09/2022

Status: Approved In Progress

Note: Mark Complete by 11/9/2023 7:00 pm

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Hours: 15.00 / Credits: 1.00 cr | Program: District Catalog | Form: Catalog Registration

Approval Status

#	Administrator	Approval Type	Comments	Status
1		Final Approval		

If you have any questions regarding the approval of this request, please contact the appropriate approver(s) listed above.

Actions

View/Print Form



Download Calendar File



Mark Complete



Drop



Click **Mark Complete** after you have finished the course or workshop.





Mark Complete w/ expenses

General Info

User: **Monica Alvarez**
Building: Staff Development Center
Department: Administration : Asst Supts.
Employee ID: 7260
Submitted: 3/9/2023 3:06 pm
Dates: 10/12/2022 to 11/9/2022
Reference ID: D11719-A0-S-L114794741

Activity Summary

Activity Title: Mentor Teacher Training Workshop - Fall 2022 (In-Person)
Dates: 10/12/2022 4:00 pm to 11/9/2022 7:00 pm

Expense Summary

Description	Requested	Approved	Final
Registration	\$0.00	-----	<input type="text" value="0"/>
Meals	\$0.00	-----	<input type="text" value="0"/>
Lodging	\$0.00	-----	<input type="text" value="0"/>
Other Expense	\$0.00	-----	<input type="text" value="0"/>
Totals	\$0.00	\$0.00	

Comments

Comments:

Check off attached files, if needed.

Characters left **2048**

Finish

Click **Submit**

This will then go to HR, so the in-service credit can be allocated.

Confirmation

Activity Marked As Completed

Approval Summary

This will show that the course or workshop has been marked complete by you.



Should you need help, please contact me
Monica Alvarez

monicaalvarez@wpcsd.k12.ny.us
914-422-2438

Location: Staff Development Center
(Next to the High School)