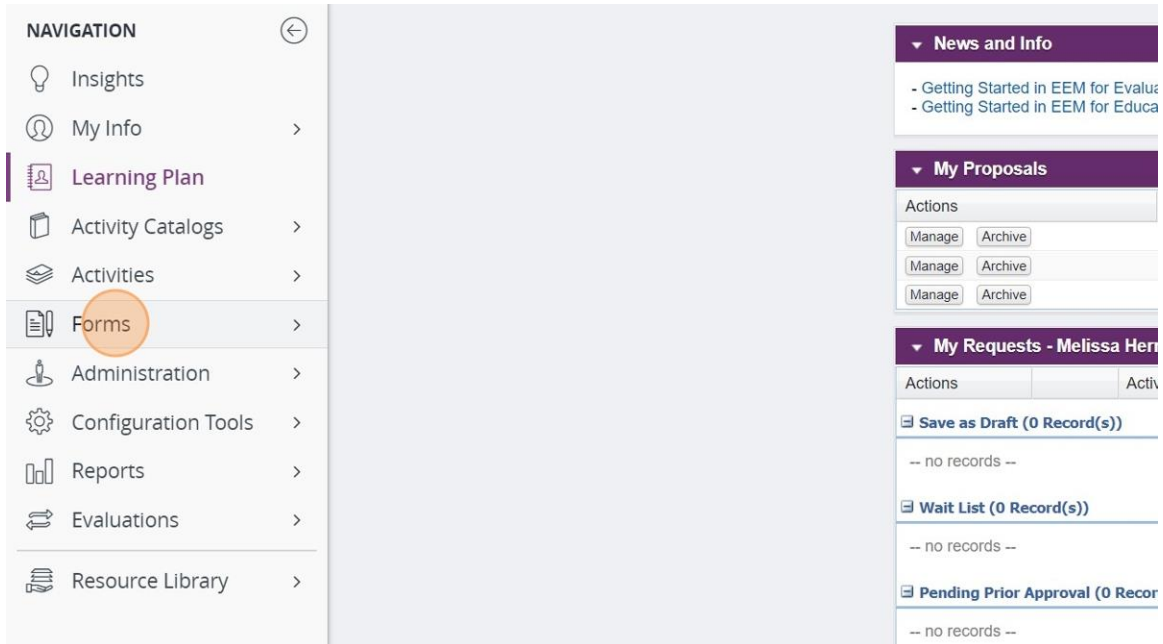
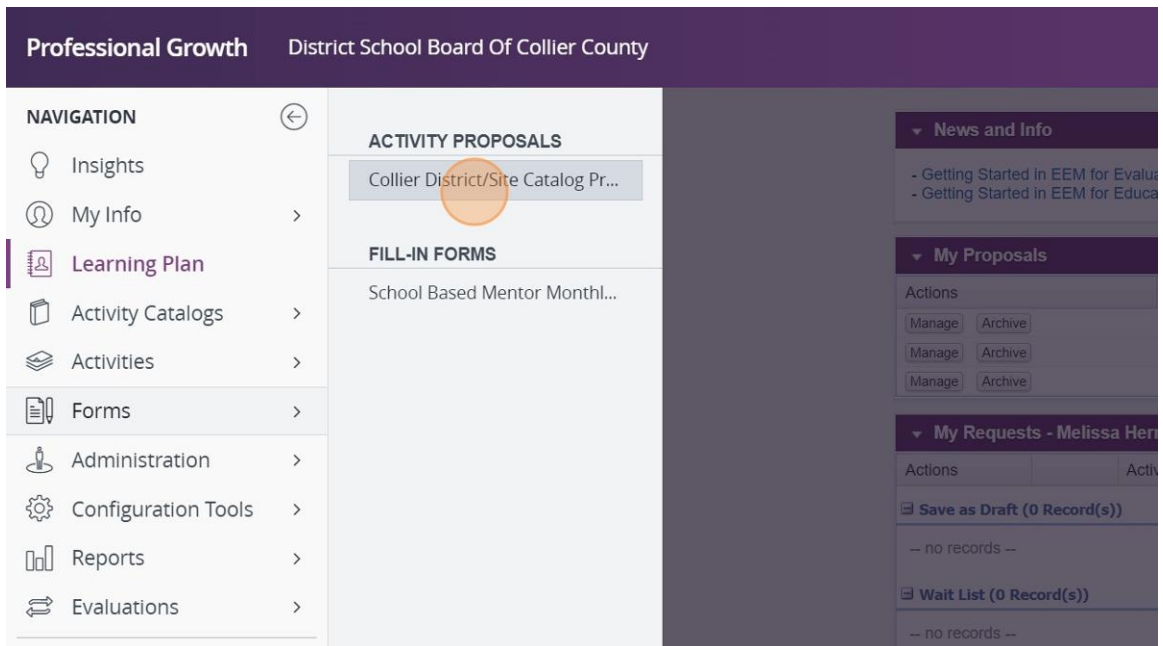


Create a Collier District Learning Session Proposal

1. Login to Frontline
2. Click "Forms"



3. Click "Collier District/Site Catalog Proposal"



Create a Collier District Learning Session Proposal

4. Select Component Number 8512001: School Improvement Plan

Component Templates	
Before proceeding with this form, pick a course template from the list below. If an appropriate course template is not listed, please go to the next pull down. Use the general objective from the PLC for the component description.	
Select the course you are proposing from this template list:	Select a Template
District and/or Site Sponsored Component Course Information	
Component Number (Course Code):	--- Click To Select ---
Component Description:	
Session Information	
Session Title:	
Session Description:	

5. Enter 2024-2025 School Site (ARH) SIP Points

Component Templates	
Before proceeding with this form, pick a course template from the list below. If an appropriate course template is not listed, please go to the next pull down. Use the general objective from the PLC for the component description.	
Select the course you are proposing from this template list:	Select a Template
District and/or Site Sponsored Component Course Information	
Component Number (Course Code):	8512001 : School Improvement Plan Training
Component Description:	
Session Information	
Session Title:	
Session Description:	

Create a Collier District Learning Session Proposal

6. Enter your Session Title (September 18th ERD)

District and/or Site Sponsored Component Course Information	
Component Number (Course Code):	8512001 : School Improvement Plan Training
Component Description:	2024-2025 ARH SIP Points
Session Information	
Session Title:	
Session Description:	
DOE Collection and Reporting Requirements	
PD-Learning Method:	--- Click To Select ---
PD-Evaluation Method, Staff:	--- Click To Select ---

7. Enter your Session Description

Component Number (Course Code):	8512001 : School Improvement Plan Training
Component Description:	2024-2025 ARH SIP Points
Session Information	
Session Title:	September 18th Early Release
Session Description:	
DOE Collection and Reporting Requirements	
PD-Learning Method:	--- Click To Select ---
PD-Evaluation Method, Staff:	--- Click To Select ---
PD Evaluation Method, Student:	--- Click To Select ---
PD Implementation Method:	Click To Select

Create a Collier District Learning Session Proposal

8. Select your Learning Method

Session Information	
Session Title:	September 18th Early Release
Session Description:	ERD agenda
DOE Collection and Reporting Requirements	
PD-Learning Method:	--- Click To Select ---
PD-Evaluation Method, Staff:	--- Click To Select ---
PD Evaluation Method, Student:	--- Click To Select ---
PD-Implementation Method:	--- Click To Select ---
Primary Purpose	
Please select.	--- Click To Select ---
Primary Purpose:	A: Workshop (knowledge) B: Electronic, Interactive C: Electronic, Non-Interactive D: Learning Community/Lesson Study

9. Select your Evaluation Method, Staff

Session Title:	September 18th Early Release
Session Description:	ERD agenda
DOE Collection and Reporting Requirements	
PD-Learning Method:	J: Deliberate Practice
PD-Evaluation Method, Staff:	--- Click To Select ---
PD Evaluation Method, Student:	--- Click To Select ---
PD-Implementation Method:	--- Click To Select ---
Primary Purpose	
Please select.	--- Click To Select ---
Primary Purpose:	A: Changes in classroom practice B: Changes in instructional leadership practices C: Changes in Student Services practices D: Other changes in practice

Create a Collier District Learning Session Proposal

10. Select your Evaluation Method, Student

Session Description:	ERD agenda
----------------------	------------

DOE Collection and Reporting Requirements	
PD-Learning Method:	J: Deliberate Practice
PD-Evaluation Method, Staff:	D: Other changes in practice
PD Evaluation Method, Student:	--- Click To Select ---
PD-Implementation Method:	--- Click To Select ---

Primary Purpose	
Please select.	--- Click To Select ---
Primary Purpose:	A: RESULTS OF DISTRICT-DEVELOPED/STANDARDIZED STUDENT TEST B: RESULTS OF SCHOOL/TEACHER-CONSTRUCTED STUDENT TEST C: PORTFOLIOS OF STUDENT D: OBSERVATION OF STUDENT PERFORMANCE

11. Select your Implementation Method

--	--

DOE Collection and Reporting Requirements	
PD-Learning Method:	J: Deliberate Practice
PD-Evaluation Method, Staff:	D: Other changes in practice
PD Evaluation Method, Student:	D: OBSERVATION OF STUDENT PERFORMANCE
PD-Implementation Method:	--- Click To Select ---

Primary Purpose	
Please select.	--- Click To Select ---
Primary Purpose:	M: Structured Coaching/Mentoring N: Ind/ Learning/ Action Research O: Collaboration Planning/Learning Community P: Participant product related to training

Create a Collier District Learning Session Proposal

12. Select "C" Florida Educators Certificate Renewal

PD Evaluation Method, Student:	D: OBSERVATION OF STUDENT PERFORMANCE
PD-Implementation Method:	M: Structured Coaching/Mentoring
Primary Purpose	
Please select.	
Primary Purpose:	☐ A - Add on Endorsement ☐ B - Alternative Certification ☒ C - Florida Educators Certificate Renewal ☐ D - Other Professional Certificate/License Renewal ☐ E - Professional Skill Building ☐ F - W Cecil Golden Professional Development ☐ G - Approved District Leadership Development ☐ H - No Certification
Credit Type:	--- Click To Select ---
If you selected Dev Literacy above, please check off here: (At least two indicators must be checked)	☐ IDENTIFY AND ANALYZE MULTISENSORY INTERVENTION STRATEGIES AND INSTRUCTIONAL PURPOSES ☐ DEMONSTRATE THE ABILITY TO IMPLEMENT MULTISENSORY INTERVENTION STRATEGIES FOR INSTRUCTIONAL PURPOSES

13. Click "Inservice"

Please select.	
Primary Purpose:	☐ A - Add on Endorsement ☐ B - Alternative Certification ☒ C - Florida Educators Certificate Renewal ☐ D - Other Professional Certificate/License Renewal ☐ E - Professional Skill Building ☐ F - W Cecil Golden Professional Development ☐ G - Approved District Leadership Development ☐ H - No Certification
Credit Type:	--- Click To Select ---
If you selected Dev Literacy above, please check off here: (At least two indicators must be checked)	☐ IDENTIFY AND ANALYZE MULTISENSORY INTERVENTION STRATEGIES AND THEIR INSTRUCTIONAL PURPOSES ☐ DEMONSTRATE THE ABILITY TO IMPLEMENT MULTISENSORY INTERVENTION STRATEGIES FOR INSTRUCTIONAL PURPOSES ☐ IDENTIFY AND ANALYZE STRATEGIES THAT SUPPORT INSTRUCTION FOR THE DEVELOPMENT OF STUDENTS FOR INSTRUCTIONAL PURPOSES ☐ DEMONSTRATE THE ABILITY TO IMPLEMENT STRATEGIES THAT SUPPORT INSTRUCTION FOR THE DEVELOPMENT OF STUDENTS FOR INSTRUCTIONAL PURPOSES --- Click To Select --- Clinical Educator Training Educational Leadership ESOL

Create a Collier District Learning Session Proposal

14. Select your Target Audience (Elementary, Middle, High school)

☐ APPLY THERAPY TECHNIQUES OR STRATEGIES TO TARGET COMMUNICATION SKILLS LIKE ARTIC	
☐ MONITOR PROGRESS EFFECTIVELY BY COLLECTING DATA ON STUDENT ACHIEVEMENT TO ASSE	
☐ DEVELOP AND USE ACCESS POINTS ALIGNED TO FLORIDA STANDARDS FOR STUDENTS WITH SE	
☐ USE INSTRUCTIONAL PRACTICES TAILORED FOR STUDENTS WITH DISABILITIES INCLUDING DIFF	
☐ PLAN AND DELIVER POSITIVE BEHAVIOR INTERVENTIONS AND SOCIAL SKILLS INSTRUCTION USI	

Target Audience	
Primary Target Audience:	--- Click To Select ---

Team Room	
Team Room Discussion needed?	☐ Yes ☒ No
Team Room Files to be shared?	☐ Yes ☒ No

Dates/Times/Locations	
# of Meetings	--- Click To Select ---
MeetingDate 1	EARLY CHILDHOOD
	ELEMENTARY
	MIDDLE
	SENIOR

15. Click the "Meeting Date" field.

Team Room	
Team Room Discussion needed?	☐ Yes ☒ No
Team Room Files to be shared?	☐ Yes ☒ No

Dates/Times/Locations	
# of Meetings	1
MeetingDate 1	
Meeting 1 Date	31
Start & End Time	:00 To :00
Location	

Start and Stop showing in the Collier Professional Learning Catalog:	
Start showing in the Collier Professional Learning catalog on: (mm/dd/yyyy)	
Stop showing in the Collier Professional Learning catalog on: (mm/dd/yyyy)	

Max MIP Hours

Create a Collier District Learning Session Proposal

16. Select the date of your training

Dates/Times/Locations

of Meetings

1

MeetingDate 1

Meeting 1 Date

Start & End Time

Location

31

September 2024

S M T W T F S

1 2 3 4 5 6 7

8 9 10 11 12 13 14

15 16 17 18 19 20 21

22 23 24 25 26 27 28

29 30 1 2 3 4 5

6 7 8 9 10 11 12

Today

To

:00

Start and Stop showing in the Collier Professional Learning catalog on: (mm/dd/yyyy)

Stop showing in the Collier Professional Learning catalog on: (mm/dd/yyyy)

Max MIP Hours

Max MIP Hours (To be completed by the Professional Learning Department Only)

Total Hours for Training Session (Total of all sessions)

17. Enter the Start and End time

Team Room

Team Room Discussion needed?

Team Room Files to be shared?

Dates/Times/Locations

of Meetings

MeetingDate 1

Meeting 1 Date

Start & End Time

Location

1 PM

2 PM

3 PM

4 PM

5 PM

6 PM

7 PM

8 PM

9 PM

10 PM

11 PM

12 AM

1 AM

2 AM

12:00 PM

1:00 PM

2:00 PM

3:00 PM

4:00 PM

5:00 PM

6:00 PM

7:00 PM

8:00 PM

9:00 PM

10:00 PM

11:00 PM

12:00 AM

1:00 AM

2:00 AM

No

No

Start and Stop showing in the Collier Professional Learning Catalog:

Start showing in the Collier Professional Learning catalog on: (mm/dd/yyyy)

Stop showing in the Collier Professional Learning catalog on: (mm/dd/yyyy)

Max MIP Hours

Max MIP Hours (To be completed by the Professional Learning Department Only)

Create a Collier District Learning Session Proposal

18. Enter the Location (ARH)

Team Room Discussion needed?	☐ Yes	☒ No
Team Room Files to be shared?	☐ Yes	☒ No
Dates/Times/Locations		
# of Meetings	1	
MeetingDate 1		
Meeting 1 Date	09/10/2024	
Start & End Time	11 AM :00 To 11 AM :15	
Location		
Start and Stop showing in the Collier Professional Learning Catalog:		
Start showing in the Collier Professional Learning catalog on: (mm/dd/yyyy)		
Stop showing in the Collier Professional Learning catalog on: (mm/dd/yyyy)		
Max MIP Hours		
Max MIP Hours (To be completed by the Professional Learning Department Only)		
Total Hours for Training Session (Total of		

19. Click the "Start showing in the Collier Professional Learning catalog on: (mm/dd/yyyy)" field.

# of Meetings	1	
MeetingDate 1		
Meeting 1 Date	09/10/2024	
Start & End Time	11 AM :00 To 11 AM :15	
Location	ARH	
Start and Stop showing in the Collier Professional Learning Catalog:		
Start showing in the Collier Professional Learning catalog on: (mm/dd/yyyy)		
Stop showing in the Collier Professional Learning catalog on: (mm/dd/yyyy)		
Max MIP Hours		
Max MIP Hours (To be completed by the Professional Learning Department Only)		
Total Hours for Training Session (Total of all sessions)		
(Contact hours + Follow-up Hours (if applicable))		

Create a Collier District Learning Session Proposal

20. Enter the "Total Hours for Training Session"

Location	09/10/2024
Start and Stop showing in the Collier Professional Learning Catalog:	
Start showing in the Collier Professional Learning catalog on: (mm/dd/yyyy)	09/10/2024
Stop showing in the Collier Professional Learning catalog on: (mm/dd/yyyy)	09/10/2024
Max MIP Hours	
Max MIP Hours (To be completed by the Professional Learning Department Only)	
Total Hours for Training Session (Total of all sessions)	1
(Contact hours + Follow-up Hours (if applicable))	
DO NOT INCLUDE Lunch break in total hours.	
# of Dev. Literacy points awarded for this learning:	
# of SWD points awarded for this learning:	
# of Ed. Leadership points awarded for this	

21. Click the "Max Participants for this course:" field.

Follow up Due Date:	
Video Resource URL:	
Provider Information	
Provider of course:	District School Board of Collier County
If not on list, enter here	
Enter Maximum/Minimum Participants and/or Wait List limits	
Max Participants for this course:	1
Minimum participants:	1
Wait List Maximum for this course:	1
Proposer & Other Instructor(s)/Presenter(s)	
Choose one or more names from the list of instructors. The instructor is the person(s) that is delivering the content of the course and their name	
Proposer (Final Attendance Taker)	☐ Click the button below to select users
	Select User
District PLM Instructor(s)/Presenter(s):	---Not Assigned---

Create a Collier District Learning Session Proposal

22. Click "Select User"

Enter Maximum/Minimum Participants and/or Wait List limits

Max Participants for this course:

Minimum participants:

Wait List Maximum for this course:

Proposer & Other Instructor(s)/Presenter(s)

Choose one or more names from the list of instructors. The instructor is the person(s) that is delivering the content of the course and their

Proposer (Final Attendance Taker) ☐ Click the button below to select users
Select User

District PLM Instructor(s)/Presenter(s):

- Not Assigned---
- Acuna, Valerie
- Admin, MLP
- Aglira, Carmine
- Aguilar, Maribel
- Alfaro, Elizabeth
- Alfaro, Julie
- Alford, Norman
- Allison, Cheryl
- Altair, Kimberly
- Amann, Stephanie

Presenter(s) not on list:

Please select:

23. Type in the Final Attendance Taker's name (Principal)

of SVD points awarded for this learning:

of Ed. Leadership points awarded for this learning:

OPTIONAL: Follow up Assignment(s)/Evaluations to be completed AFTER attending

Follow Up Assignment(s):

Users

Filters

Basic Info: First Name

Employee ID Email Address

Building:

Department:

Grade:

☒ Active ☐ Inactive ☒ Instructional ☒ Non-Instruc

Users

☐ Name Bui

Create a Collier District Learning Session Proposal

24. Select their name

Follow up Assignment(s)/Evaluations to be completed AFTER attending

Assignment(s):

her

me

Employee ID

Email Address

t:

☐ Inactive ☒ Instructional ☒ Non-Instruc

Users

☐	Name	Building	Email
☐	Hernandez, Jose	Immokalee Middle	HernanJo@c
☒	Hernandez, Meliss	CENTRAL OFFICE	hernam19@c
☐	Hernandez, Valerie	Lorenzo Walker Technical	hernav1@col

Search Reset

25. Click "Add Selected"

☐ Inactive ☒ Instructional ☒ Non-Instruc

Search

Reset

Add Selected

Hernandez, Valerie Lorenzo Walker Technical hernav1@col

er instructor(s)/presenter(s)

more names from the list of instructors.The instructor is the person(s) that is delivering the content of the course and their name will be visible in the activity descri

al Attendance Taker) ☐ Click the button below to select users

Select User

structor(s)/Presenter(s):

---Not Assigned---

Acuna, Valerie

Admin, MLP

Aglira, Carmine

Aguilar, Maribel

Alfaro, Elizabeth

26. Click the Presenter/Presenters names (hold CTRL button to add multiple people)

Create a Collier District Learning Session Proposal

Wait List Maximum for this course:

Proposer & Other Instructor(s)/Presenter(s)

Choose one or more names from the list of instructors. The instructor is the person(s) that is delivering the content of the course and their name will be on the agenda.

Proposer (Final Attendance Taker) ☒ Melissa Hernandez
[Select User](#)

District PLM Instructor(s)/Presenter(s):

- Fechner, Jason
- Ferreira Alves, Elizabeth
- Ferreiro, Juan
- Ferreira, Maria
- Fike, Jay
- Fike, Melanie**
- Finger, Loren
- Fishbane, Jonathan
- Fisher, Tracy
- Fletcher, Colleen
- Folk, Cheryl

Presenter(s) not on list:

Please select:

FEAPS/FELS

Please select:

Florida Educator Accomplished Practices (FEAPS)

- ☐ Instructional Design and Lesson Planning
- ☐ Learning Environment

27. Select which practice best fits your training session

Presenter(s) not on list:

Please select:

FEAPS/FELS

Please select:

Florida Educator Accomplished Practices (FEAPS)

- ☐ Instructional Design and Lesson Planning
- ☐ Learning Environment
- ☐ Instructional Delivery & Facilitation
- ☐ Assessment
- ☐ Continuous Professional Improvement
- ☐ Professional Responsibility & Ethical Conduct

Florida Educational Leadership Standards (FELS)

- ☐ Building Leadership Expertise
- ☐ Learning Environment
- ☐ Meaningful Parent, Family & Community Engagement
- ☐ Professional & Ethical Norms
- ☐ Recruitment & Professional Learning
- ☐ School Operations, Management & Safety
- ☐ Student Learning & Continuous School Improvement
- ☐ Vision & Mission

Building(s) Restrictions

28. Click "Select Items" (Building Restrictions)

Create a Collier District Learning Session Proposal

☐ Meaningful Parent, Family & Community Engagement

☐ Professional & Ethical Norms

☐ Recruitment & Professional Learning

☐ School Operations, Management & Safety

☐ Student Learning & Continuous School Improvement

☐ Vision & Mission

Building(s) Restrictions

Select target locations. If this activity is open to all staff, leave all options unchecked.

Check ONLY if restricting to the users in these Building(s) ☐ Click the button below to select items

Select Items

Groups Restrictions

Group Restrictions:

☐ Guest Teachers / Guest Assistants

☐ New Hire 2024-2025

☐ PLM Configuration

Finish

Submit

Save as Draft

29. Select your school site (ARH)

District PLM Instructor(s)/Presenter(s):

Ferreira Alves, Elizabeth
Ferreiro, Juan
Ferre, Maria
Fike, Jay
Fike, Melanie
Finger, Loren
Fishbane, Jonathan

Buildings

Filters

Building Name:

Search

Buildings

☐ Building Name

Building Type

Building Type: (None) (66 Items)

☐ Adult & Community Education

☒ Aubrey Rogers High School

☐ Avalon Elementary

☐ Barron Collier High School

☐ Beacon High School

☐ Big Cypress Elementary

☐ Calusa Park Elementary

☐ CENTRAL OFFICE

☐ Corkscrew Elementary

☐ Corkscrew Middle

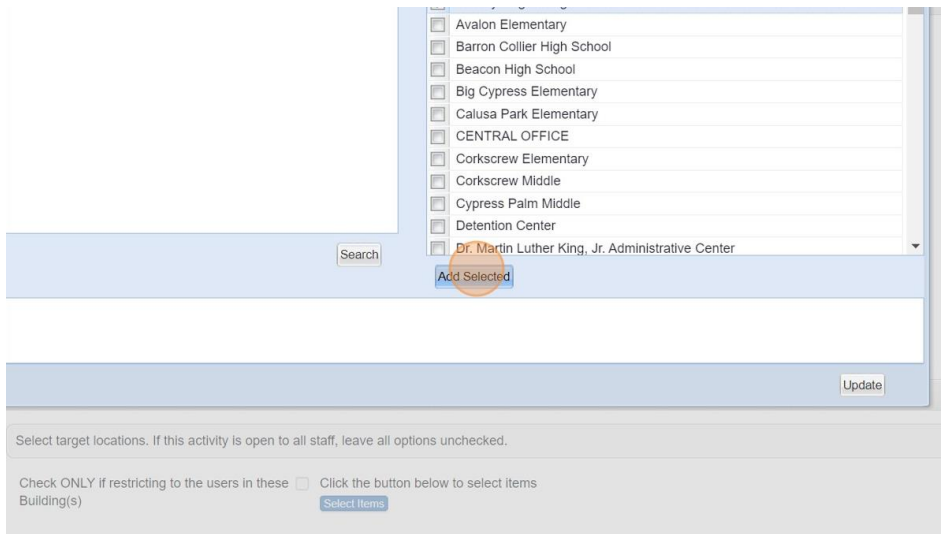
☐ Cypress Palm Middle

☐ Detention Center

☐ Dr. Martin Luther King, Jr. Administrative Center

30. Click "Add Selected"

Create a Collier District Learning Session Proposal



Search

☐ Avalon Elementary
☐ Barron Collier High School
☐ Beacon High School
☐ Big Cypress Elementary
☐ Calusa Park Elementary
☐ CENTRAL OFFICE
☐ Corkscrew Elementary
☐ Corkscrew Middle
☐ Cypress Palm Middle
☐ Detention Center
☐ Dr. Martin Luther King, Jr. Administrative Center

Add Selected

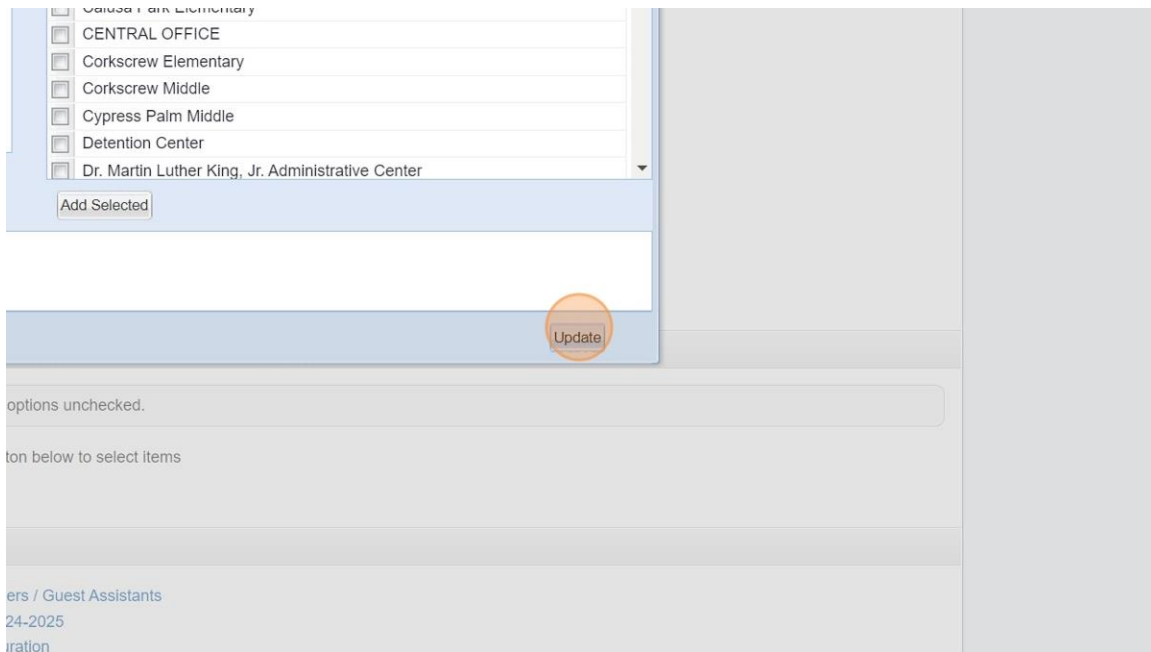
Update

Select target locations. If this activity is open to all staff, leave all options unchecked.

Check ONLY if restricting to the users in these Building(s) ☐ Click the button below to select items

Select Items

31. Click "Update"



☐ Avalon Elementary
☐ CENTRAL OFFICE
☐ Corkscrew Elementary
☐ Corkscrew Middle
☐ Cypress Palm Middle
☐ Detention Center
☐ Dr. Martin Luther King, Jr. Administrative Center

Add Selected

Update

options unchecked.

ton below to select items

ers / Guest Assistants
24-2025
iration

32. Click "Submit"

Create a Collier District Learning Session Proposal

- ☐ Student Learning & Continuous School Improvement
- ☐ Vision & Mission

g(s) Restrictions

target locations. If this activity is open to all staff, leave all options unchecked.

< ONLY if restricting to the users in these ☒ Aubrey Rogers High School
ng(s)

Select Items

Restrictions

- Restrictions:
- ☐ Guest Teachers / Guest Assistants
- ☐ New Hire 2024-2025
- ☐ PLM Configuration

Submit

Save as Draft