

Office of the Superintendent of Manhattan High Schools
W. L. Sawyer, Superintendent
Janice Media, Deputy Superintendent of Instruction
Clarise Brooks, Executive Director of Instruction
Henrietta Coursey, Director of Instructional Technology

MHSS Instructional Technology Team
In collaboration with Sussman Sales Company

Professional Development Workshop
October 2, 2002

Facilitators: Denise Morgan, Instructional Technology Specialist
Randy Abdallah, Instructional Technology Specialist

Objectives:

Participants will be able to:

- *Identify and list Team goals and objectives for Fall 2002 – Spring 2003 School Year*
- *Review on-line and off-line resources to provide support for professional development at our schools with **Teacher Created Materials, Inc.***
- *Collaborate to enhance the MHSS Instructional Technology Team Website*
- *Plan and schedule Fall 2002 – Spring 2003 Calendar of Events*
- *Review and organize plans for updating and revising the [MHSS Instructional Technology Resource Guide](#)*

Morning Session

- 8:00 am – 8:30 am Registration and Welcome –
H Coursey, Director of Instructional Technology
- 8:30 am – 9:30 am Focus and Review
Randy Abdallah and Denise Morgan
- Reflections from the Past - Instructional Tech Team Members
- 9:30 am – 10:45 am Reviewing the Current MHSS Instructional Technology Newsletter
Richard Capozzi, Norman Thomas High School
Laura Mitchell, Young Women’s Leadership School
- 10:45 am – 11:00 am Break
- 11:00am – 12:00 noon On-line and Off-line Instructional Technology Resources for
the High School Teacher
Steve Sussman, Sussman Sales Company

11:30am – 12:00pm Pair-Share / Reflections and Reactions

Afternoon Session

- 12:00pm – 12:45 pm Lunch
- 12:45pm – 1:00 pm Pair-Share / Reflections and Reactions
- 1:00pm - 2:00 pm Team Assignments / Responsibilities
MITT Newsletter / Website with Randy Abdallah
[NECC2003 Proposal](#)
[Team America Rocketry Challenge](#)
[MHSS Instructional Technology Resource Guide](#)
- 2:00pm - 2:30 pm Calendar Creation
- 2:30pm - 3:00 pm Summary, Evaluations