

INSTRUCTIONS FOR THE COURSE “*Fall Superintendent’s Conference, 2016 – The Purpose of Public Education and Its Future in Wisconsin.*”

If you would like to receive one graduate credit for this course, you need to do the following:

1. **Fill out the enclosed registration form** and return it to a WASDA representative in the registration area while you are at the conference. Credit is optional and this is the only way to register to receive the credit and a grade. Payment can be made by check, credit, cash, or we will bill you at home to take to your district for payment. Cost of the course is **\$220.00**, and if paying by check, please make the check payable to Viterbo University. If you need a receipt, please note that on your registration form and we will mail you a receipt.
2. Enclosed in your registration packet is information on a written assignment that needs to be completed **no later than October 3, 2016**. The more concise and complete the information is will determine what grade will be received for this graduate credit course. Enclosed in this packet is the syllabus with the grading criteria and percentage of participation that will be expected for the letter grade.
3. Assignments should be either snail-mailed, e-mailed or faxed to Jon Bales attention at:

WASDA
4797 Hayes Road, Suite 201
Madison, WI 53704
wasda@wasda.org
Fax: 608-242-1290

All registration materials and written assignments pertaining to the credit option at the conference must be received no later than **October 3, 2016**. After that date, the course will be considered closed to enrollment and assignment receipts and grades will be awarded.

4. Grades will be posted online, and information regarding grades is included in this packet. Transcripts are now available to be issued online at a cost of \$10 per copy. Please follow the enclosed directions.

Should you have any questions or concerns in regard to this course, please contact Andrea Pelloquin at Viterbo University, 1-800-234-8721.

Enjoy the conference, and thank you for your interest in Viterbo University – we appreciate it!

Viterbo University
Graduate Programs in Education Course Syllabus Template

Number of Graduate Credits: Fall Superintendent's Conference – 2016 – The Purpose of Public Education and Its Future in Wisconsin

Course Location: Madison, WI

Course Dates and Times: September 14-16, 2016

Course Format (check one):

- Fully Online** (all or nearly all the class sessions are delivered via technology [96-100% online].)
- Blended** (technology is used to deliver more than 50% of class sessions [51-95% online].)
- Partially Online** (technology to deliver 50% or less of class sessions[one class session up to 50% online].)
- Campus/On-site** (no class sessions are replaced by technology or online.)

If you did not check Campus, have you attended a Viterbo University online instructor session?

- Yes
- No
- N/A

(If you checked “No”, but have had other training for online teaching, *please provide that evidence*):

Legal Name of Instructor: Jon Bales, Executive Director, WASDA

Mailing Address: 4797 Hayes Road, Madison, WI 53704

Email address: jbales@wasda.org

Course Description: Many believe that public education in Wisconsin is at a critical juncture in its history. School leaders are challenged to ensure the success of a complex social system for our citizens and an effective education outcome for the children they serve. This at a time when there appears to be a diminishing commitment among policy makers and the general public to the fundamental purposes and value of public education and its contribution to the economic, social, political and civic quality of life in our state. How can today's school district leaders confront this challenge successfully and ensure the next generation of Wisconsin's school aged children and their families will realize the intended purposes for which public schools were created.

Come and engage with your colleagues in reaffirming the purpose and vision of public education in Wisconsin.

Texts & Readings:

As a component of the credit for the Fall State Superintendent's Conference, participants are to read '5 Issues Every 'Future Ready' School Leader Must Address' found at <https://www.edsurge.com/news/2015-12-14-5-issues-every-future-ready-school-leader-must-address>. After reading the article, write and attach to this validation form, a one-page essay addressing the following questions:

- a.** What is your analysis of the 5 essential elements for leaders in terms of their validity to creating future ready schools?
- b.** What implications does this have for today's Superintendent in terms of professional preparation and practice?

Course Objectives: Administrators in this class are expected to:

- Share ideas for implementation in the participant's school district during school year, 2016-17.
- Consider everything from technological changes in reshaping teaching and learning to advocacy in advancing an evidence-based policy agenda for Wisconsin Schools.

Conceptual Framework:

Viterbo University Programs in Education have adopted the Wisconsin Standards for Teacher Development and Licensure, also known as INTASC (Interstate New Teacher Assessment and Support Consortium) Standards. Each course contributes to the development of one or more of the WI/INTASC Standards, and specific content standards where applicable.

Franciscan values permeate the program. The focus of every professional education course is on the learning of the PK-12 pupil. Viterbo education courses infuse constructivist practices, use of technology, PK-12 collaboration, awareness of diversity, traditional and authentic assessment, research, and real-world experiences into the professional development of the teacher. The course will utilize a blend of traditional and authentic assessments.

Graduate courses are intended to provide each learner with an opportunity to **extend and broaden** professional knowledge. The learner will use personal skills of listening, communication, collaboration, and inspiration to further deepen his or her knowledge and to extend his or her preparation for leadership.

Comparison of InTASC Standards, Wisconsin Teaching Standards, and Iowa Teaching Standards
(Please highlight across all standards that will be addressed in the course – Standards will line up regardless of which format the student chooses to use)

InTASC Standards:	Wisconsin Teaching Standards:	Iowa Teaching Standards:
Standard 1: Learner Development	Standard 2: Know how children grow	Standard 4: Instruction that meets multiple learning needs of students
Standard 2: Learning Differences	Standard 3: Know children learn differently	Standard 4: Instruction that meets multiple learning needs of students
Standard 3: Learning Environments	Standard 5: Know how to manage a classroom	Standard 6: Competence in classroom management
Standard 4: Content Knowledge	Standard 1: Know subjects they are teaching	Standard 2: Competence in content knowledge
Standard 5: Application of Content	Standards 1 and 4: Know subjects and know how to teach	Standard 3: Competence in planning and preparing for instruction
Standard 6: Assessment	Standard 8: Know how to test for student progress	Standard 5: Uses methods to monitor student learning
Standard 7: Planning for Instruction	Standard 7: Able to plan different kinds of lessons	Standard 3: Competence in planning and preparing for instruction

Standard 8: Instructional Strategies	Standard 4 and 7: Know how to teach and able to plan different kinds of lessons	Standard 4: Instruction that meets multiple learning needs of students.
Standard 9: Professional Learning and Ethical Practice	Standard 9: Able to evaluate themselves	Standards 7 and 8: Engages in professional development and fulfills professional responsibilities
Standard 10: Leadership and Collaboration	Standards 6 and 10: Communicate well and connected with other teachers and the community	Standard 1: Implementation of school district's student achievement goals

This course will also meet the Wisconsin Administrative Standards all will be addressed and covered in this course – 8 standards.

Outline of Course Content:

September 16

Pre-conference (*this is not required, but information can be reported in your written assignment for the credit if you do attend*):

3:00 to 5:00 p.m.

Academic & Career Planning: Strategically Integrating College AND Career Readiness

OR

ESSA Listening Session

OR

Making Meaning out of “Making the Work Meaningful”

OR

The Business of Education

5:30 – 6:30 p.m. – WASB Open House at WASB Offices – 122 West Washington Avenue, Suite 400

6:30 p.m. – Registration

7:00 – 8:30 p.m. – The State of Wisconsin: Economy, Demography, State Finances, and Schools

8:30-9:30 – WELCOME RECEPTION

September 17:

8 to 8:30 a.m. – WASDA President Todd Gray and State Superintendent Tony Evers

8:30 to 9:45 a.m.– Trends That Will Profoundly Impact Our Future: Context and Perspective in a Fast-Changing World

10 to 10:30 a.m. – Trend Analysis: Implications of the Trends

10:30 to 11 a.m. – What are the Broad Purposes of Schools? Starting the Conversation

11 to 11:20 a.m. – Futures Tools for Engagement and Planning: Universal Processes for Thinking, Planning and Creating a Future

12 to 1 p.m. – State Superintendent’s Annual State of Education Address, Friends of Education Address, and Teachers of the Year Recognition – State Capitol Rotunda – Dr. Tony Evers, State Superintendent of Public Instruction

1:15 – 2:15 – Future-Focused Leadership and Communication (Gary Marx)

2:30 – 3:30 p.m. – Meet the Parents: How Public Education-Focused Advocacy Groups are Having an Impact (Parents Panel)

3:40 to 4:40 p.m. – Cohort Learning Session

3:40 to 4:40 p.m. – Committee Meetings

5:30 to 6:45 p.m. – RECEPTION

September 18

8:15 – 9:45 a.m. – Redefining Ready: College and Career Readiness for Life Beyond High School

10:00 – 11:15 a.m. – Using Future Search to Engage Your Community

11:15 a.m. to 12:00 p.m. – Allies and Alliances for Advocacy

12:00 p.m. – ADJOURN

12:15 p.m. – Large District Caucus

Assignments and Requirements:

-Full attendance at the two-day conference from 7 p.m. on Wednesday, September 16 to 12:00 p.m. on Friday, September 18, 2016.

-A written one-page essay addressing the two questions answered by reading the required article (see Required Readings for questions).

Attendance Policy

Viterbo University challenges students to be learners who assume responsibility for being part of a community of scholars. Student presence and participation in the classroom is an important component of this challenge. Each student is encouraged to develop a professional work ethic that reflects responsibility, initiative, and teamwork. In light of the above, students are expected to attend all classes. Students who are absent from class miss opportunities to contribute to the learning environment of the classroom and to learn from their colleagues. Each program has specific attendance policies. Absences from class may result in a loss of college financial aid. Federal regulation requires that students make satisfactory progress toward a degree in order to retain federal financial aid.

Please note class hour requirement: For every hour of class time, there is an expectation of two hours of work time outside of class.

What does this mean?

<i>Credits</i>	<i>Class Time</i>	<i>Out of Class Time</i>
1	12.5 clock hours (750 Minutes)	1800 minutes = 30 clock hours
2	25 clock hours (1500 Minutes)	3600 minutes = 60 clock hours
3	37.5 clock hours (2250 Minutes)	5400 minutes = 75 clock hours

Methodology: *Convention attendance and reflection through reading and a written assignment*

Evaluation Method:

See attached rubric.

Grading Scale:

A	95-100%
A/B	90-94%
B	85-89%
B/C	80-84%
C	79-83%
C/D	74-78%
D	70-73%

Americans with Disabilities Act (ADA): If you have a disability and require auxiliary aids services, or accommodations for this class, please inform this professor and Jane Eddy, the disability coordinator (located in the Academic Resources Center in MRC 322 or at 608-796-3194 to discuss your needs.)

Academic Integrity: Viterbo students are expected to follow a policy of academic honesty. The willful violation of these standards will result in actions being taken against students who are caught engaging in such unethical conduct. Violations of that integrity may include cheating, plagiarism, falsification of information, and other similar or related conduct. Please visit the Master of Education website at <http://www.viterbo.edu/mae.aspx?id=11264&terms=academic%20honesty> for a detailed explanation of this policy.

GRADING RUBRIC FOR SUPERINTENDENT'S CONFERENCE 2016

Criteria	4 (A)	3 (A/B)	2 (B)	1(B/C)
Attendance	Participant attends all class sessions for the entire time the class is in session. Or, participant misses a portion of one session and completes all assigned make-up work.	Participant misses all or most of one session and completes all assigned make-up work.	Participant misses portions of two sessions and completes all assigned make-up work.	Participant misses portions of more than two sessions and completes all make-up work. **If assigned make-up work is not completed the student will be unable to complete the course.
Effort	Participant works on tasks until completed and continues work when difficulties arise and views difficulties as opportunities to strengthen his/her understanding. Participant is focused and on-task through the duration of each task/activity.	Participant works on tasks until complete and continues working on the task even when difficulties arise. Participant is frequently focused and on-task through the duration of activities and requires little redirection to complete tasks.	Participant puts some effort into the task but stops working when difficulties arise. Participant is generally focused and on-task through the duration of activities and requires a noticeable level of redirection to complete tasks.	Participant puts very little effort into the task and/or is not focused and/or needs frequent redirection in order to complete tasks.
Participation	Participant actively engages in all opportunities for interaction, including classroom participation, Web CT activities, and small and large group interactions and views these learning experiences as an opportunity to strengthen his/her understanding of the content.	Participant actively engages in opportunities for interaction, including classroom participation, Web CT participation, and small and large group participation.	Participant occasionally engages in opportunities for interaction, including classroom participation, Web CT participation, and small and large group participation.	Participant does little to engage in opportunities for interaction, including classroom participation, Web CT participation, and small and large group participation.
Homework	Participant completes homework and meets or exceeds the expectations of the assignment, seeks clarification when s/he does not understand the assignment and uses comments/feedback to improve future work.	Participant completes homework and meets all expectations for the assignment and seeks to understand the purpose(s) of the assignment.	Participant's homework is incomplete and s/he does little to understand the purpose(s) of the assignment.	Participant does little to complete or turn in homework.



Graduate Programs in Education Course Registration

PART ONE—STUDENT INFORMATION

Complete ALL PARTS of this form. Please PRINT.

SOCIAL SECURITY NUMBER (required) _____ (secured—not used for ID purposes)

LEGAL NAME First _____ Middle _____

Last _____

Maiden _____ Other _____

MAILING ADDRESS Street/RR/PO Box _____

City _____ State _____ Zip _____

Home Phone (_____) _____ Work (_____) _____ Cell (_____) _____

Email Address (Permanent) _____

Email Address (School) _____

PERMANENT ADDRESS (if different from above address) Street/RR/PO Box _____

City _____ State _____ Zip _____

DATE OF BIRTH ____ / ____ / ____

GENDER Female Male **MARITAL STATUS** Single Married

CITIZEN STATUS U.S. Citizen U.S. Resident Alien Non-resident Alien Of what country are you a citizen? _____

RACE AND ETHNIC BACKGROUND (answer both questions)

Are you Hispanic or Latino/Latina? No, not Hispanic or Latino/Latina
 Yes, Hispanic or Latino/Latina

What is your race? (select one or more)

- American Indian or Alaska Native
 Asian (country of family's origin _____)
 Black or African American
 Native Hawaiian or Other Pacific Islander
 White

RELIGIOUS PREFERENCE

- Baptist
 Catholic
 Jewish
 Lutheran
 Methodist
 None
 Other _____

Are you currently armed forces active duty personnel or armed forces reservist? Yes No

Are you a veteran of the armed forces? Yes No

HIGHEST DEGREE HELD _____ Degree _____ Name/Location of College or University _____

HAVE YOU PREVIOUSLY EARNED CREDITS FROM VITERBO UNIVERSITY (formerly Viterbo College)? Yes No

EMPLOYER (School name and district) _____ Grade Level _____

Catholic Parochial School Teacher Yes No

PART TWO—COURSE REGISTRATION INFORMATION

EDUC Course # 548 Section # 013 Course Title **WASDA 2016 FALL SUPERINTENDENTS CONF** Credits: 1

LOCATION Madison **INSTRUCTOR** Jon Bales

DATES Start Date **09/14/2016** End Date **09/16/2016**

I certify that all information in this course registration is complete and accurate to the best of my knowledge.

Signature _____ Date _____

Viterbo University is committed to providing equal educational and employment opportunities regardless of sex, race, color, religion, age, national origin, or handicap in compliance with Title VI, Title IX, and Section 504.

PLEASE ALLOW A MINIMUM OF SIX WEEKS FROM THE COMPLETION OF A COURSE TO THE TIME AT WHICH GRADE REPORTS AND TRANSCRIPTS ARE AVAILABLE. TRANSCRIPT REQUESTS MUST BE MADE, IN WRITING, TO THE OFFICE OF THE REGISTRAR. VETERAN BENEFITS ARE NOT AVAILABLE FOR THIS COURSE.



Course Payment Information

Student Name _____ SSN or Viterbo ID# _____

Pay Method:

_____ Credit Card

_____ Check enclosed

_____ Please send a receipt

Address _____ City _____ ST _____ Zip _____

DISC/VISA/MC # _____ Expiration Date ____/____ CVV _____
on back of card

Amount to Pay **\$220.00**

Signature _____

Course Number/Title:

Time of offering:

EDUC 548-013

September 14-16, 2016

WASDA Fall Superintendent's Conference 2016

Andrea Pelloquin
Viterbo University Off Campus Center
2323 S. 109th St, Suite 375
West Allis, WI 53227
ajpelloquin@viterbo.edu
1-800-234-8721 or 414-321-4210

WASDA/Viterbo Graduate Credit Validation Form

You must complete both parts of the assignment to receive credit.

1. **Required Attendance:** Please check the appropriate box to validate your attendance at each session of the Fall Superintendents Conference. Use the space below the session to indicate what you have learned from the session and how it will benefit your professional development or your district. You may attach additional pages if necessary. Attendance is required at all activities unless otherwise noted on this form.
2. **Required Reading:** As a component of the credit for the Fall State Superintendent's Conference, participants are to read '*5 Issues Every 'Future Ready' School Leader Must Address*' found at <https://www.edsurge.com/news/2015-12-14-5-issues-every-future-ready-school-leader-must-address>. After reading the article, write and attach to this validation form, a one page essay addressing the following questions:
 - a. What is your analysis of the 5 essential elements for leaders in terms of their validity to creating future ready schools?
 - b. What implications does this have for today's Superintendent in terms of professional preparation and practice?

Wednesday September 14th:

The State of Wisconsin: Economy, Demography, State Finances and Schools -

Standard #2

Welcome Reception

Thursday September 15th:

Welcome Address

Trends That Will Profoundly Impact our Future - Standard #2

Trend Analysis - Standard #2

What are the Broad Purposes of Schools? - Standard #2

Futures Tools for Engagement and Planning - Standard #2

State Superintendent's Annual State of Education Address, Friend of Education Address & Teachers of the Year Recognition – Standard #6

Future-Focused Leadership and Communication - Standard #2

Meet the Parents: How Public Education-Focused Advocacy Groups are having an Impact - Standards #4 & #6

Cohort Learning Session - Standard #2

Reception

Friday September 16th:

Redefining Ready: College and Career Readiness for Life and Beyond High School - Standards #2

Using Future Search to Engage Your Community - Standard #4

Allies and Alliances for Advocacy - Standards #4 & #6

You may email your work to Jon Bales at wasda@wasda.org, fax it to him at (608) 242-1290, or mail it to him at 4797 Hayes Road, Suite 201, Madison, WI 53704. **This written assignment is due by September 30th.** This form will be reviewed by Dr. Jon Bales, Instructor of Record, for validation.

By my signature I validate my attendance and participation as noted above.

Signature: _____

Date: _____

Print Name: _____

Instructor Signature: _____

Date: _____

STUDENT GRADES

PLEASE NOTE: GRADE REPORTS WILL NO LONGER BE SENT TO STUDENTS. YOU WILL NOW BE ABLE TO VIEW YOUR GRADES ONLINE

****GRADES WILL NOT BE AVAILABLE ONLINE UNTIL YOU RECEIVE A CONFIRMATION EMAIL AFTER GRADES HAVE BEEN POSTED****

HOW TO VIEW YOUR GRADES ONLINE

1. **Getting started:** Please go to www.viterbo.edu/ocusernames
2. Read the directions on how to obtain your username and password then click on "Find User Name"
3. Once you have obtained your user name and password, please go to www.viterbo.edu/vitnet
4. Click on "Log in"
5. Enter your username and password and then click on "Submit"
6. Click on "Students"
7. Under Academic Profile click on "Grades"
8. Then, choose a course, and click on "Submit"
9. If the class is graded, the grade will appear under "final grade"

If you need any technical support, please contact Viterbo's help desk at www.helpdesk@viterbo.edu or 1-608-796-3870

A Viterbo University transcript is a complete record of a student's enrollment at the university. Partial transcripts are not available. This permanent record is considered confidential between the student and the university. Except for the granted exceptions under the Family Educational Rights and Privacy Act no transcripts are released without the written permission of the student. A transcript will not be issued unless all obligations to the university have been satisfied.

You can obtain an 'unofficial' transcript from your VitNet account. Not all organizations (colleges, employers, DPI, etc.) will accept this document. It is up to you to verify with the receiving institution what kind of document/transcript they will accept.

Viterbo University has authorized the National Student Clearinghouse (NSC) to provide official transcript ordering via the Web. The ordering service is available 24 hours a day/7 days a week. This process requires a credit card and an electronic signature with a computer mouse.

Ordering Information

<http://www.studentclearinghouse.org/>

Choose "Order-Track-Verify" (tab) on the right hand side.

Delivery Options and Delivery Time Frame

- Electronic PDF – delivered within two business days of receiving your transcript request.
- Electronic Transcript Exchange – sent electronically, within two business days of receiving your request, to other institutions participating in the exchange.
- Hold for Pickup – Available 1-2 business days after the receipt of your request.
- Mail – Mailed within 2-3 business days after the receipt of your request with additional time for delivery by the United States Postal Service.

Fees and Other Information

- The transcript fee is \$10.00 per transcript.
- Requests received after 3:00 pm (CST) will be processed the next business day and have the above mentioned delivery times.
- You can upload up to three additional documents (cover letters, scholarship form, etc.) while placing your order. The system will only accept .PDF files. If more than three documents are uploaded, none of them will be sent with your order.
- Transcripts mailed to and/or picked up by the student will be stamped "Issued to Student." It will be placed in a sealed envelope, but it is up to the receiving institution/organization as to whether or not it will be considered official. If recipient refuses the transcript, you will not be issued a refund, and you will be required to re-order.
- Requests are not processed or mailed on days Viterbo is closed (weekends, holidays and between Christmas and New Year's). Requests submitted during this time will be processed in the order received when Viterbo reopens.

IMPORTANT

Because registrations and grades are continually processed for continuing education coursework, if you wish for a particular course grade to appear on your transcript, please check your VitNet account to make sure your grade has been posted before ordering your transcript.

If you **must** submit your request before your grade is on your record, be sure to choose the "After Grades are Processed" processing option. Indicate the course(s) you have recently attended in "Special Instructions" section. We will wait to process your request until a grade for those courses is on your record. The Clearinghouse will cancel any orders that are pending after 30 days.