Student Professional Development Day
Engaging Students & Communities

Brad Shockley, principal
Allison Howe, counselor
Cabool High School
What is Student Professional Development?
Goals & Purpose of Student PD Day

We had two goals in mind when developing our Student Professional Development Day

• To teach students life skills that are not included in the daily curriculum in an engaging, hands-on way

• To involve our community by inviting them to share their professional knowledge and experience with our students
Student Input Survey

• “If there was a day where you could come to school, but instead of learning typical subjects, you got the chance to learn about things that aren’t included in your other classes or things that you are interested in, what would you want to learn about? (ex. how to change a tire, photography, etc.)”

• The first year we held a short all-school meeting before survey was made available to explain the idea behind Student PD Day and the survey they would be receiving. This past year we made an announcement that students would be receiving a link to the survey, since they had experienced a Student PD Day before. Students were given a 2 week deadline to submit responses.

• Utilized Google Classroom to distribute survey to students 2.5 months before actual day.
Survey Results

- Car Maintenance
- Credit Cards
- Buying a Car
- Yoga
- First Aid
- Stress Management
- Fraud Detection/Protection
- Time Management/Organization
- Self Defense
Contacting Speakers

• Once we had the results from the student survey, the leadership team met again and determined if there was an individual in the community/surrounding area that could come be our ‘expert’ in a given area

• We also determined how many students we wanted in each presentation to give us an idea of how many speakers & time slots we would need.

• The counselor then wrote a ‘script’ that would be used when contacting speakers, to ensure that we were all giving the same information and expectations.
Final Presentation List

- Dancing with Mrs. Inman
- Taxes & Other Grown Up Forms
- Safe Driving Habits
- Help! I Have a Flat Tire
- Yoga
- Photography for Fun
- How To Land That Job: Interview Skills
- Keeping Calm: Stress Management Skills
- Protect Yourself From Scams & Frauds
- All You Need to Know About Renting
- Small Equipment & Garage Project Safety
- Sewing Basics
- Basic Banking 101
- What is Credit and How Do I Get it?
- Basic First Aid
- Preventative Vehicle Care
- Buying a Car
Scheduling Students
Scheduling Students

- We used Google Surveys again to schedule students

- Descriptions for each session were written and provided to students

- We had students fill out the survey during the school day to ensure that all students would complete it. We used the last 30 minutes of the day to call students to the computer lab by grade

- They were then able to select their top choice for each time slot, as well as two alternate presentations

- We began scheduling seniors, then worked our way down
Student Professional Development Day Session Request

Read the course descriptions in the handbook you were given. Then select your top choice for each session, as well as two alternatives.

This form is automatically collecting email addresses for Cabool R-IV School District users. Change settings

Name *

Short answer text
Session Planning Booklet

**Session 1: 12:20-12:50**

- All You Need To Know About Renting
- Photography for Fun
- Vehicle Preventative Care & Maintenance
- Taxes...and Other Grown Up Forms
- Basic Banking 101
- Sewing Basics
- Help! I’ve Got A Flat Tire
- Basic First Aid
- Dancing With Mrs. Inman
- Traffic Safety
- How to Land That Job: Interview Skills
- Yoga
- Keeping Calm: Stress Management Skills
- Small Equipment & Garage Project Safety
- Buying a Car
- Protect Yourself from Scams & Frauds
**Student PD Session Descriptions**

**All You Need to Know About Renting**
Facilitator: Janet Roberts  
Offered: Sessions 1-4  
Room: Mrs. Conn’s classroom  
Description: Moving out is a big deal! Mrs. Roberts will discuss all that you need to know about renting: what is in a rental lease, what renting can actually cost, how to be a good renter, and provide a landlord’s perspective on your first place!

**Photography for Fun**
Facilitator: Jennifer Smotherman  
Offered: Sessions 1-4  
Room: Mrs. Williams’ classroom  
Description: Mrs. Smotherman will share about how to take excellent pictures, whether you love taking photos with friends, or want to take your hobby to the next level!

**How to Land that Job: Interview Skills**
Facilitator: Wesley Davis, West Plains Schools  
Offered: Sessions 1-4  
Room: Mr. Wood’s classroom  
Description: Come to this session to learn how to land your first job, or your dream job! Dr. Davis will cover first impressions, appropriate attire, and offer some great interview tips!
This is a sample of the presentation offerings for Session 1. Students could choose their top choice for sessions 1-4 in this manner.

Session 1 *
- All You Need to Know About Renting
- Photography for Fun
- Vehicle Preventative Care & Maintenance
- Taxes...and Other Grown Up Forms
- Basic Banking 101
- Sewing Basics
- Help! I've Got a Flat Tire
- Basic First Aid
- Dancing with Mrs. Inman
- Traffic Safety
- How to Land That Job: Interview Skills
- Yoga
- Keeping Calm: Stress Management Skills
- Small Equipment & Garage Project Safety
- Buying a Car
- Protect Yourself From Scams &Frauds
Scheduling Survey Results

The survey was set to record in a Google Sheet, so they looked like this:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Session 1</th>
<th>Session 2</th>
<th>Session 3</th>
<th>Session 4</th>
<th>Alternate 1</th>
<th>Alternate 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>12</td>
<td>Basic First Aid</td>
<td>Vehicle Preventative Care &amp; Maintenance</td>
<td>Roadside Emergencies and What To Do</td>
<td>Help! I've Got a Flat Tire</td>
<td>Yoga</td>
<td>Rent vs. Buy</td>
</tr>
<tr>
<td>12</td>
<td>Rent vs. Buy</td>
<td>Rent vs. Buy</td>
<td>Rent vs. Buy</td>
<td>Rent vs. Buy</td>
<td>Rent vs. Buy</td>
<td>Rent vs. Buy</td>
</tr>
<tr>
<td>12</td>
<td>Resume Writing &amp; Job Applications</td>
<td>Rent vs. Buy</td>
<td>Vehicle Preventative Care &amp; Maintenance</td>
<td>What Is Credit and How Do I Get It?</td>
<td>What Is Credit and How Do I Get It?</td>
<td>Help! I've Got a Flat Tire</td>
</tr>
<tr>
<td>12</td>
<td>Basic First Aid</td>
<td>Yoga</td>
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<td>Yoga</td>
<td>Basic First Aid</td>
</tr>
<tr>
<td>12</td>
<td>Basic First Aid</td>
<td>Roadside Emergencies and What To Do</td>
<td>Basic Banking 131</td>
<td>Vehicle Preventative Care &amp; Maintenance</td>
<td>College &amp; Scholarship Application Essay Writing</td>
<td>Rent vs. Buy</td>
</tr>
</tbody>
</table>

To schedule individual students, a schedule template was created:

<table>
<thead>
<tr>
<th>Session</th>
<th>Topic</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>Session 1</td>
<td>Basic Banking</td>
<td>Mr. Day</td>
</tr>
<tr>
<td>Session 2</td>
<td>Taxes</td>
<td>Mr. Somoza</td>
</tr>
<tr>
<td>Session 3</td>
<td>Yoga</td>
<td>Mr. Opperman</td>
</tr>
<tr>
<td>Session 4</td>
<td>What is Credit?</td>
<td>Mr. Day</td>
</tr>
</tbody>
</table>
Scheduling Troubleshooting

- If a student’s 1st choice session was full, they would be placed in the same session offered at a different time slot if available, or one of their alternates was used.

- If a student did not fill out the survey correctly, they would be placed in a session that seemed beneficial or a session that had low numbers.

- Students who were absent on the day we filled out surveys were called to the counselor’s office to fill it out upon their return.
‘Week Of’ Preparation
Session Rosters

- Once students had been scheduled into all 4 sessions, rosters for each session were created.

- The teachers who were supervising each session were given a roster in order to take attendance. They checked students off as they entered the room. The rosters were collected by either the principal or counselor during the first few minutes.
Presentation Information

● Presenters were contacted again 1-2 weeks before Student PD day to see if they needed anything specific for their sessions, such as specific technology or other materials.

● If presenters wished to provide handouts to students, they could email them or bring them to the HS office and we made enough copies for all students in each session.
‘Day Of’ Preparation
Preparing Rooms

● The principal sent out an email the day before our event, reminding teachers that we would have visitors and asking them to make sure their room was ready- organized seating, technology ready, etc.

● Room signs were hung up directing students where each session would be held
Welcoming Speakers

- Upon arrival to the HS, speakers were welcomed by either the principal or counselor, and given a welcome package, which consisted of a letter of thanks, schedule of day, and small gift.

- We also provided lunch for all speakers, which began 40 minutes before the first session.

- Once lunch was finished, the principal or counselor showed them to their presentation room and introduced them to the teacher that would be supervising each session.
Student Schedules

- Students received their schedules during the class they had right before our scheduled start time. They were told that attendance would be taken during each session and they were expected to follow their schedule.

- The building secretary would announce over the intercom system when it was time for students to go to their first session, as well as when it was time to switch sessions, and then return to their final class at the end of the day.
Feedback
Feedback

- Over half of our speakers happily returned from our first event.
- They seemed motivated to provide quality information to our students.
  - Our presenter who talked about small equipment safety went to local business and collected donations for safety equipment for students who attended his session.
  - Our presenter on banking and credit had researched specific credit card companies and offers for first time card holders so students had tangible information on how to start building credit.
Feedback

- Students enjoyed the event again this year
  - Glad to have the opportunity to take sessions they couldn’t take the year before
What Will We Do Differently This Year?

- When contacting speakers be more specific regarding topic
  - This past year we had a speaker that presented on a topic that was related to what students had requested, but not really ‘on topic’