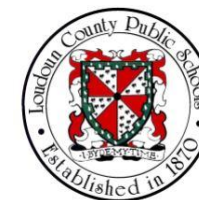


Professional Learning Days for New Hires

Summer 2021



Schedule at a Glance

August 2 - August 17 [Click on the dates below for more details]

Date	Time	Audience	Description
August 2- August 10	8:30 - 4:00 PM By Appointment (20-minute appointments)	First-year teachers only. Note: Experienced teachers who are new to LCPS will still receive their device at their respective schools on 8/13	Laptop Distribution - Scheduled appointment at https://bit.ly/DDI-REPAIR on a <i>voluntary</i> basis
Wednesday, August 11	By appointment	Teachers New to the Profession (first-year)	Laptop Distribution - Schedule appointment https://bit.ly/DDI-REPAIR through the Staff Training Center
Thursday, August 12	8:00-3:00 PM	Teachers New to the Profession (first-year)	Beginning Teacher Institute (BTI Day 1) a virtual new teacher orientation
Friday, August 13	8:00-3:00 PM	Teachers New to the Profession (first-year)	8:00-12:00: Beginning Teacher Institute (BTI Day 2) a virtual new teacher orientation 1:00-3:00: Overview of the LCPS Tech Landscape
Friday, August 13	8:00-3:00PM	New to LCPS with Experience	8:00-12:00: Laptop Distribution (if needed) 1:00-3:00: Overview of the LCPS Tech Landscape
Monday, August 16	8:00-2:30 PM	All New Hires (first-year & New to Loudoun)	(AM) Schoology & Gradebook Training - at home school (PM) Meet & Greet - all new hires are introduced to their mentor and school community
Tuesday, August 17	Varies, see details below	All New Hires (first-year & New to Loudoun)	Equity in the Center Foundations & DOI Content Office Meetings

Event Details

Below is a detailed outline, including important links, that can be shared with novice teachers and those new to LCPS.

Wednesday, August 2-11: *Laptop Distribution for First-Year Teachers*

Audience: Teachers new to the Profession (Initial New Hire Work Day)

Laptop Distribution for First-year Teachers

Contact: Chris Watson, DDI, Chris.Watson@lcps.org

Time: Scheduled throughout the day

Description: 20-minute appointments scheduled throughout the day. Appointments scheduled using <https://bit.ly/DDI-REPAIR>. Click [here](#) for more details related to laptop distribution.

Location: Staff Training Center, 43711 Partlow Road, Ashburn, VA 20147

Audience: New to LCPS with Experience (Optional - not on contract)

Optional Laptop Distribution for New to Loudoun with Teaching Experience

Times: Needs to be scheduled with Home School

New employees may be able to report to their home school and connect with their school's Digital Experience Specialist (DES) to pick up an LCPS-issued laptop. Do not report to the school unless you have specifically been told your device will be ready for you. If you don't hear from your school's DES to make an appointment, please reach out to your school's principal. Click [here](#) for more details related to laptop distribution.

Thursday, August 12: *Beginning Teacher Institute (BTI)*

Audience: Teachers New to the Profession (first-year)

Contact: Julie Baye, HRTD, Julie.Baye@lcps.org

Times: 8:00 AM-3:00 PM

Description: Beginning Teacher Institute (BTI) is Loudoun County's New Teacher Orientation. BTI is a virtual two-day teacher induction event. On day 1, new teachers will gain strategies to build relationships, foster a classroom community, and engage students.

Friday, August 13: *All New Hires*

Beginning Teacher Institute (BTI)

Audience: Teachers New to the Profession (first-year)

Contact: Julie Baye, HRTD, Julie.Baye@lcps.org

Times: 8:00 AM-12:00 PM

Description: On day 2 of BTI, first-year teachers will discover ways to build an inclusive and affirming classroom environment. Participants will also explore best practices for planning, delivering, and assessing student mastery.

Audience: New to LCPS with Experience

Pick up laptops at home school. Needs to be scheduled with the school Digital Experience Specialist.

Contact: School Digital Experience Specialist (DES)

Times: 8:00 AM-12:00 PM

New employees will report to their home school and connect with their school's Digital Experience Specialist (DES) to pick up an LCPS-issued laptop. If you don't hear from your school's DES to make an appointment, please reach out to your school's principal. Click [here](#) for more details related to laptop distribution.

Audience: ALL New Hires

Overview of the LCPS Tech Landscape

Contact: School Instructional Facilitator, Technology

Times: 1:00 PM-3:00 PM

In this session, you'll get an introduction to the technology tools you'll use as an LCPS teacher. From communication, to collaboration, to designing lessons, you'll learn the basics of what's available to you in the LCPS technology landscape.

This session will be offered virtually to ALL new hires via Webex. Links will be shared prior to the session.

Monday, August 16: New Employee Orientation (NEO), Schoology & Gradebook Training, and Meet & Greet with Mentors

Audience: All New Hires (first-year & experienced)

Contact: Kristi Hurd, HRTD, Kristi.Hurd@lcps.org

Times: Asynchronous - to be completed at employee's convenience

Description: Resources for New Employee Orientation (NEO) will be housed in a Schoology group. New hires will get information emailed to them about how to access these resources from HRTD. Link to materials will be emailed on Monday, August 16, 2021.

Audience: All New Hires (first-year & experienced)

Contact: School Instructional Facilitator, Technology

Times: 3 hours (AM)

In this session, you'll take a deeper dive into two of the primary tools you'll use as an LCPS teacher. You'll learn the basics of Schoology, the learning management system you'll use to manage your digital classroom, and Phoenix, your online grade book. Your school's instructional facilitator for technology will provide an overview of each tool with time to explore and practice.

Meet & Greet

Audience: All New Hires (first-year & experienced)

Contact: Julie Baye, HRTD, Julie.Baye@lcps.org

Times: 12:30 PM-2:30 PM

Description: Meet & Greet with Mentors

Location: All new hires report to their home schools. New hires are welcomed to Loudoun County and introduced to their mentor. The time provides an opportunity to network and build relationships within the school community. The Meet & Greet is facilitated by the school's lead mentor.

Tuesday, August 17: *Equity in the Center Foundations Training & Content Office Meetings*

Audience: All New Hires (Novice & Experienced)

Contact: Jennifer Miller and Amanda Kim, DOI, Professional Learning, Jennifer.L.Miller@lcps.org and Amanda.Kim@lcps.org

Times: Rotation Schedule

Description: All new hires will engage in the Equity in the Center Foundations training, as well as, meet with Content Offices to learn more about content specific curriculum and resources. For more details, access the [General Overview](#) of the day and use the August 17 Participant Homepage (available on or before August 2nd).