

Leader Learning Lab Catalog: Semester 1 (September 2024 - January 2025)

The Office of Professional Learning is excited to launch Leader Learning Labs after the pilot in SY23-24. Leader Learning Labs are optional professional development (PD) opportunities for school leaders on Monday afternoons outside of the formal PD days. Modeled after Tune Up Tuesdays for teachers, these leader learning labs take place after school hours and are offered virtually or in-person.

Each session will be branded either as a “learning” session or a “lab” session. Learning sessions focus on developing leaders' understanding of new content, while lab sessions focus on developing leaders' skills and practices through hands-on, facilitated work time. This catalog will specify the format so leaders can sign up for the development that best fits their needs.

All session registrations need to take place through PowerSchool. They will be available only to principals, assistant principals, and climate managers. The stepper for registering for courses in PowerSchool is [HERE](#).

The registration links in this catalog will take you directly to the course page in PowerSchool - you will also need to click on the “Section” menu option on the left side of the page to access the specific section you are registering for!

Date/Time	Title (Department)	Learning/Lab	Modality	Description	Leadership Competency
9/23/24, 3:30-5:00	Starting Strong: Previewing Your Caseload for a Successful School Year (Office of Employee Effectiveness and Evaluation) Registration Link	Lab	Virtual	This is part one of a four-part series. Participants will preview their observation caseload in this session to develop an action plan that prioritizes classroom observations, feedback and coaching, and delegating workload.	Operational and Organizational Management



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9/23/24, 3:30-5:00	Preparing for December 1st Child Count Part 1 (Office of Diverse Learners) Registration Link	Lab	Virtual	During this session, school leaders will gain essential insights into the December 1st child count, including effective systems and best practices designed to achieve 100% compliance. We will explore strategies to ensure accurate and timely reporting, as well as methods for maintaining compliance throughout the year. This training aims to equip school leaders with the knowledge and tools necessary to streamline the child count process and uphold the highest standards of accuracy and accountability.	Operational and Organizational Management
9/30/24, 3:30-5:00	Preparing for December 1st Child Count Part 2 (Office of Diverse Learners) Registration Link	Lab	Virtual	This session is a follow up to the Part 1 session offered the previous week. Please sign up for both Parts 1 and Parts 2.	Operational and Organizational Management
10/7/24, 3:30-5:00	Empowering School Leaders to be Effective Communicators (Office of Communications and Customer Service) Registration Link	Learning	Virtual	After this session school leaders will understand, and be excited about, their role as key communicators and ambassadors for their schools and the District. Together we will review the current resources available that can equip them to be effective communicators, and engage around upcoming communications-led initiatives designed to help them build and promote their school's brand.	Personal Leadership
10/7/24, 3:30-5:00	Cultivating Positive Relationships with External Programs (Office of Student Life) CANCELED Registration Link	Learning	Virtual	External programs, including after school options, operate best when they are truly part of the fabric of the school community in which they serve. Learn best practices for building strong, collaborative relationships with your external program providers so that the entire community can benefit from these valuable services.	Leadership of Supportive Environments



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10/14/24, 3:30-5:00	Introduction to Let's Talk Two-Way Communication System (Office of Communications and Customer Service) Registration Link	Learning	Virtual	Join us for an informative session on the new communication tool, Let's Talk, which is being introduced to schools this school year. This initiative is part of our superintendent's Accelerate Philly strategic plan and aligns with one of his three priority focus areas for the 2024-2025 school year: improving customer service by expanding our communication system. The session will provide an overview of how Let's Talk can enhance communication between schools, parents, and the community. School leaders will learn about the platform's features, its role in improving responsiveness, and how to effectively implement it in their schools. This is a valuable opportunity to get ahead of the curve and ensure a smooth transition to this new system.	Operational and Organizational Management
10/21/24, 4:00-5:30	Overview of Secondary Transition (Office of Diverse Learners)) CANCELED Registration Link	Learning	Virtual	Secondary Transition applies to transition-aged students 18-21. An overview of State Performance Plan Indicators 13 and 14 will be provided and building the capacity of all transition stakeholders to promote successful post-school outcomes.	Instructional Leadership
10/21/24, 4:00-5:30	Setting Up Your Inbox for Efficiency (Office of Educational Technology) Registration Link	Learning	In Person	School leaders will learn how to effectively organize their Gmail inboxes in order to increase productivity and promote responsiveness to stakeholders. Features such as labels, conversation view, and tasks will be introduced through hands-on exploration.	Operational and Organizational Management
10/21/24, 3:30-5:00	Reviewing Your Staff's SPM and IEP Goals Progress for Thoughtful Goal Setting (Office of Employee Effectiveness and Evaluation)	Lab	Virtual	Participants will review their staff's Student Performance Measures (SPM) and IEP Goals Progress to determine how teachers can create meaningful and attainable goals that drive student growth and outcomes.	Instructional Leadership

Questions? Please reach out to principalpd@philasd.org



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	Registration Link				
10/21/24, 4:00-5:30	Using the SMART as a School Leader for Meetings and PD - Part 1 (Office of Educational Technology) CANCELED Registration Link	Learning	In Person	In this two part series, school leaders will learn how to use features and functions of the SMART Board in order to engage PD participants. They will also learn how to run a meeting with a SMART Board with hands-on practice connecting their laptops and using SMART Mirror and the Whiteboard.	Operational and Organizational Management
10/21/24, 4:00-5:30	Navigating Educational Equity in a Time of Conflict (Dr. Ali Michael, Co-Director of the Race Institute for K-12 Educators) Registration Link	Learning	In Person	This session will provide a confidential, reflective, collaborative space for school leaders to build skills, share ideas, process fears, widen their lenses, and expand their thinking on facilitating civil and productive conversations among staff, students, and families/the community. Content will cover in-depth research into the national anti-DEI campaign as well as tools for keeping conflict healthy, especially conflict around the election and socio-political context. All conversations will be shaped by race and identity consciousness. The facilitator, Ali Michael, is White and will share many stories from her life and work.	Equity-Centered Leadership
10/28/24, 4:00-5:30	Using the SMART as a School Leader for Meetings and PD - Part 2 (Office of Educational Technology) CANCELED Registration Link	Learning	In Person	In this two part series, school leaders will learn how to use features and functions of the SMART Board in order to engage PD participants. They will also learn how to run a meeting with a SMART Board with hands-on practice connecting their laptops and using SMART Mirror and the Whiteboard.	Operational and Organizational Management
10/28, 4:00-5:30	Your School and The Home and School Association (Philadelphia Home and School Council) Registration Link	Learning	Virtual	We would be focusing on what the HSA is and how it can be a benefit to your school. We will also talk about the dos and don'ts of both HSA and the Principles. We will work on a plan that we could come up with that would be both beneficial to our HSA's	Leadership of Supportive Environments



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				and our Principles.	
10/28, 4:00-5:30	Using Your Google Drive and Docs Efficiently (Office of Educational Technology) Registration Link	Learning	In Person	During this session school leaders will learn how to organize their Google Drive for maximum efficiency. They will also learn how to use the embedded collaboration tools to work across teams and provide feedback.	Operational and Organizational Management
10/28, 3:30-5:00	Southern Regional Education Board (SREB) Unpacking Session for CTE School Leaders (Office of Career and Technical Education) CANCELED Registration Link	Learning	Virtual	SREB will present their findings from the 2023-2024 school visits. It details the next steps and how to adjust CTE programming for overall program growth	Operational and Organizational Management
11/4/24, 3:30-5:00	Reflection is Key: Debriefing Informal Observations to Prepare for Impactful Formal Observations (Office of Employee Effectiveness and Evaluation) Registration Link	Lab	Virtual	This is part two of a four-part series. Participants will reflect on informal observation data to highlight key trends and themes related to teaching and learning and role-play feedback conversations. Participants will also use data to plan for impactful formal observations.	Instructional Leadership
11/4/24, 3:30-5:00	Leading your Team through Motivation and Conflict Awareness (Office of Professional Learning) Registration Link	Lab	Virtual	A key role of a school leader is to motivate others to accomplish shared goals. How can we apply learnings from research on motivation to help influence the actions of your team? And what should leaders do in situations when people are taking action, yet there are conflicts and bumps along the way? This session aims to expand leaders' lenses for analyzing sources of conflict in order to pave a smooth(er) road for your team.	Personal Leadership
11/11/24, 3:30-5:00	Southern Regional Education Board (SREB) Best Practices for CTE Program Growth (Office of Career and Technical Education) Registration Link	Learning	Virtual	SREB details the next steps and how to adjust CTE programming for overall program growth and development. Principals and assistant principals will be able to collaborate to create a plan for overall improvement.	Instructional Leadership



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11/18/24, 4:00-5:30	Empowering School Leaders to be Effective Communicators (Office of Communications and Customer Service) RESCHEDULED TO 12/9 Registration Link	Learning	Virtual	After this session school leaders will understand, and be excited about, their role as key communicators and ambassadors for their schools and the District. Together we will review the current resources available that can equip them to be effective communicators, and engage around upcoming communications-led initiatives designed to help them build and promote their school's brand.	Personal Leadership
11/18/24, 3:30-5:00	MTSS Progress Monitoring: Putting the Pieces Together (Office of Diverse Learners) Registration Link	Lab	Virtual	Leaders will follow the district's steps for progress monitoring and use resources provided by the district to make data-based decisions for tiered instruction.	Instructional Leadership
11/18/24, 3:30-5:00	Leaves, Accommodations & Wellness Overview CANCELED Registration Link	Learning	Virtual	This session would give an overview of the different leaves, accommodations and wellness programs that our office oversees. In addition, it would give managers the tools to succeed when assisting their staff.	Talent Management
11/26 3:30-5:00	Let's Talk Two-Way Communication System Informational Sessions Registration Link	Learning	Virtual	Build your skills and expand your knowledge of the Let's Talk two-way communication system in this interactive Learning Lab session. We'll explore essential features and provide practical tips for managing dialogues within the platform. This session will provide you with the skills to navigate Let's Talk with confidence, ensuring you can make full use of the system's capabilities.	Operational and Organizational Management
12/2/24, 3:30-5:00	Role of the LEA - Principals Only (Office of Diverse Learners) Registration Link	Learning	Virtual	Special Education Principal as the LEA School leaders will learn/review the role of the LEA in IEP development and implementation as well as their obligation, as school leader, to ensure FAPE for students w/ IEPs.	Instructional Leadership



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12/2/24, 3:30-5:00	Using the Grades Monitoring Tool (GMT) Registration Link	Lab	Virtual	Participants will engage in a hands-on experience with the Grades Monitoring Tool (GMT), gaining the skills to effectively navigate and utilize the tool. This session will empower participants to use the GMT to monitor student performance and make data-driven decisions in real-time.	Operational and Organizational Management
12/3/24 3:30-5:00	Let's Talk Two-Way Communication System Informational Sessions Registration Link	Learning	Virtual	Build your skills and expand your knowledge of the Let's Talk two-way communication system in this interactive Learning Lab session. We'll explore essential features and provide practical tips for managing dialogues within the platform. This session will provide you with the skills to navigate Let's Talk with confidence, ensuring you can make full use of the system's capabilities.	Operational and Organizational Management
12/9/24, 3:30-5:00	Wordpress, Canva, and Social Media -- Oh My! (Office of Communications and Customer Service) INTEGRATED WITH "Empowering School Leaders to be Effective Communicators" Registration Link	Lab	Virtual	At this session, school leaders will receive hands-on training in Wordpress, Canva, and social platforms (Facebook, Instagram and X), allowing them to hone technical skills -- further equipping them to communicate effectively.	Operational and Organizational Management
12/10/24 3:30-5:00	Let's Talk Two-Way Communication System Informational Sessions Registration Link	Learning	Virtual	Build your skills and expand your knowledge of the Let's Talk two-way communication system in this interactive Learning Lab session. We'll explore essential features and provide practical tips for managing dialogues within the platform. This session will provide you with the skills to navigate Let's Talk with confidence, ensuring you can make full use of the system's capabilities.	Operational and Organizational Management
12/17/24 3:30-5:00	Let's Talk Two-Way Communication System Informational Sessions	Learning	Virtual	Build your skills and expand your knowledge of the Let's Talk two-way communication system in this interactive	Operational and Organizational Management



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	Registration Link			Learning Lab session. We'll explore essential features and provide practical tips for managing dialogues within the platform. This session will provide you with the skills to navigate Let's Talk with confidence, ensuring you can make full use of the system's capabilities.	
1/13/25, 4:00-5:30	Planning to Support Tier 1 Inclusion for Diverse Learners (Office of Diverse Learners) Registration Link	Lab	Virtual	In this session, we'll talk about practical methods for planning for both scheduling and supporting Tier 1 inclusion and research-based intervention.	Instructional Leadership
1/13/25, 4:00-5:30	It's All in the Data: Analyzing Formal Observation Data to Support and Develop Staff (Office of Employee Effectiveness and Evaluation) Registration Link	Lab	Virtual	This is part three of a four-part series. Participants will analyze data conducted during formal observations to develop growth and action plans to support new and struggling teachers and stretch plans to enhance teaching practices for veteran teachers.	Instructional Leadership
1/13/25, 4:00-5:30	Getting the Most Out of Your Calendar Invites Registration Link	Learning	Virtual	School leaders will learn how to maximize all features in Google Calendar, including Appointments and Tasks, in order to be more organized, effective and to communicate with clarity.	Operational and Organizational Management
1/13/25, 4:00-5:30	Running Meetings using Google Meet (Office of Educational Technology) CANCELED Registration Link	Learning	Virtual	School leaders will learn all the features and functions in Google Meet in order to run an engaging and focused meeting. Calendar invites, host controls, and participant engagement tools will be introduced through hands-on exploration.	Operational and Organizational Management