

EMPLOYEE TRAINING AGENDA (Math & Science)

Thursday, August 12, 2010

Time	Event	Facilitator(s)
08:00 – 08:05	Welcome/Icebreaker	Temenoujka
08:05 – 08:25	Definition of a Tutor	Audrey
08:25 – 08:55	Ethics Compliance & Philosophy of Program	Barrington
08:55 – 09:15	Beginning & Ending of Tutoring Session	Tamara
09:15 – 09:25	Break	
09:25 – 10:05	Tutoring Guidelines & Learning Skills	Pamela
10:05 – 10:35	Basic Tutoring Do's and Don'ts	Temenoujka
10:35 – 10:45	Break	
10:45 – 11:15	Cooperative Learning-Supplemental Instruction & Structured Learning Assistance	Temenoujka
11:15 – 12:00	Tutoring Cycle/Scaffolding/ Zone of Proximal Development	Temenoujka

EMPLOYEE TRAINING AGENDA (Writing & Reading)

Thursday, August 12, 2010

Time	Event	Facilitator(s)
12:30 – 12:35	Welcome/Icebreaker	Pamela
12:35 – 12:55	Definition of a Tutor	Audrey
12:55 – 1:25	Ethics Compliance & Philosophy of Program	Barrington
1:25 – 1:45	Beginning & Ending of Tutoring Session	Tamara
1:45 – 1:55	Break	
1:55 – 2:35	Tutoring Guidelines & Learning Skills	Pamela
2:35 – 3:05	Basic Tutoring Do's and Don'ts	Diana
3:05 – 3:15	Break	
3:15 – 3:45	Cooperative Learning-Supplemental Instruction & Structured Learning Assistance	Pamela
3:45 – 4:30	Tutoring Cycle/Scaffolding/ Zone of Proximal Development	Temenoujka

EMPLOYEE TRAINING AGENDA (Everyone)

Friday, August 13, 2010

Time	Event	Facilitator(s)
12:30 – 12:35	Welcome/Icebreaker	Barrington
12:35 – 12:45	Meet the Dean	Dr. Gonzales
12:45 – 1:15	Diversity and Nontraditional Learners	Gayle
1:15 – 1:55	Critical Thinking	Temenoujka
1:55 – 2:05	Break	
2:05 – 2:50	Problem Solving	Pamela
2:50 – 3:00	Break	
3:00 – 3:30	Students with Learning Disabilities	Amy Crimin
3:30 – 4:00	Goal Setting	Tamara
4:00 – 4:30	Sexual Harassment	TJ Ferrer