

Welcome to The Vanguard School!

Day 0	FRIDAY, JULY 23, 2021 Daily Objective: Complete paperwork, receive laptop and account and log-in information, and gain important employment/training information
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Start	End	Event Description	Location	Trainer	Teachers	Asst. Teachers
8:00	8:30	Preliminary Tasks <ul style="list-style-type: none"> Badges and checklist ID copies Photos for badges Light breakfast 	Cafetorium	Shaleen Prehm, Human Resources	X	X
8:30	8:45	Welcome <ul style="list-style-type: none"> Introductions What to Expect 	Cafetorium	Renee Henslee, Executive Director	X	X
8:45	9:15	Business Office <ul style="list-style-type: none"> timesheets pay dates sub pay 	Cafetorium	Diane Borre, Business Office	X	X
9:15	9:30	<i>break</i>			X	X
9:30	11:00	Human Resources <ul style="list-style-type: none"> In-processing Benefits Receive folder, key, laptop 	Cafetorium	Shaleen Prehm Austyn Callahan, IT Director	X	X
11:00	12:00	Tour of Facilities <ul style="list-style-type: none"> Corona Campus Wahsatch Campus 	Cafetorium	Dawn Khederian, K-3 AP Kim Blair, 4-6 AP Anna Arndt, 7-8 AP Dave Kennington, 9-12 AP	X	X

Secondary New Staff Training, 2021-22

last modified 7/12/21

Day 1

MONDAY, JULY 26, 2021

Daily Objective: Understand key tenets of a classical education and The Vanguard School mission

Daily Objective: Understand the characteristics of an effective and positive teacher

Daily Objective: Understand the purpose and philosophy behind classroom management

Daily Objective: Show application of instructional techniques in a demonstration lesson

Start	End	Event Description	Location	Trainer	Teacher	Asst. Teachers
8:00	8:30	Welcome! (K-12) Mission and Philosophies of The Vanguard School	Cafetorium	Renee Henslee	X	X
8:30	8:50	A Classical Education (K-12)	Cafetorium	Jeff Fenton, Secondary Instructional Coach	X	X
8:50	9:00	<i>break</i>			X	X
9:00	10:00	The Effective and Positive Teacher <ul style="list-style-type: none"> Teaching and the Mission The Vanguard Teacher Realities of Teaching Front-loading the Training 	Rm 301	Jeff Fenton, Dave Kennington, Anna Arndt	X	X
10:00	10:30	Growth Mindset and The Talent Code	Rm 301	Jeff Fenton and Dave Kennington	X	X
10:40	11:30	Classroom Management I <ul style="list-style-type: none"> The purpose of classroom management Role Play Activity Classroom management vs. discipline Learn and apply foundational skills Best tool – good lesson plan 	Rm 301	Jeff Fenton, Dave Kennington, Anna Arndt	X	X
11:30	12:30	Lunch (provided)	Cafetorium		X	X
12:30	3:10	Deep Practice: First Teaching Lesson <ul style="list-style-type: none"> Whole group together 15-minute lesson Topic of their choosing 	Rm 301 & 303	Jeff Fenton, Dave Kennington, Anna Arndt	X	X
3:15	4:00	Vanguard Culture (K-12)	Cafetorium	Renee Henslee Colin Mullaney	X	X

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Day 2

TUESDAY, JULY 27, 2021

Daily Objective: Differentiate between Direct Instruction and direction instruction

Daily Objective: Understand the purpose of objectives and formative assessment in lesson planning

Daily Objective: Understand the components of an effective lesson plan

Start	End	Event Description	Location	Trainer	Teacher	Asst. Teachers
8:00	8:30	Overview of Direct Instruction <ul style="list-style-type: none"> Why direct instruction 	Rm 301	Jeff Fenton, Dave Kennington, Anna Arndt	X	X
8:30	10:30	DI in the Secondary World and Practice <ul style="list-style-type: none"> DI vs di Direct instruction skills Modeling DI and di practice 	Rm 301	Jeff Fenton, Dave Kennington, Anna Arndt	X	X
10:45	11:45	Model Lesson – DI <ul style="list-style-type: none"> Including debrief 	Rm 301	Jeff Fenton	X	X
11:45	12:45	Lunch (<i>on your own</i>)			X	X
12:30	1:45	Objectives/Formative Assessment <ul style="list-style-type: none"> Why objectives Role of objectives Why formative assessment Varieties of formative assessment Types of objectives and formative assessments Practice with objectives and formative assessments 	Rm 301	Jeff Fenton, Dave Kennington, Anna Arndt	X	X
1:45	2:30	Lesson Mastery and Lesson Planning <ul style="list-style-type: none"> What is a lesson plan? Components of a lesson plan Presenting academic information Activities in the classroom Homework Assignments 	Rm 301	Jeff Fenton, Dave Kennington, Anna Arndt	X	X
2:30	4:00	Deep Practice: Second Teaching Lesson <ul style="list-style-type: none"> 15-minute lessons 	Rm 301 & 303	Jeff Fenton, Dave Kennington, Anna Arndt	X	X

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Day 3

WEDNESDAY, JULY 28, 2021

Daily Objective: Show application of instructional techniques in a demonstration lesson

Daily Objective: Understand and implement instructional, homework, and grading expectations

Start	End	Event Description	Location	Trainer	Teacher	Asst. Teachers
8:00	9:30	Overview of Office 365 <ul style="list-style-type: none"> Office 365 suite of applications Outlook Teams Infinite Campus 	Rm 301	Beth Danjuma	X	X
9:45	11:00	Model Lesson – Obj/Form Assessment <ul style="list-style-type: none"> Include debrief 	Rm 301	Anna Arndt	X	X
11:00	12:00	Discussion: The Great Conversation (K-12)	Cafetorium	Jeff Fenton and Colin Mullaney	X	X
12:00	1:00	Lunch (<i>on your own</i>)			X	X
1:00	3:00	Deep Practice: Third Teaching Lesson <ul style="list-style-type: none"> 30-minute lesson 	Rm 301 and 303	Jeff Fenton, Dave Kennington, Anna Arndt	X	X
3:00	4:00	Vanguard Homework Policy and Best Practices <ul style="list-style-type: none"> Vanguard Homework Policy How Objectives, Formative Assessments, and Homework fit together Purpose of Homework Timely Feedback Effective Assignment vs. Ineffective Assignment Bloom's Taxonomy and Levels of Thinking 	Rm 301	Jeff Fenton, Dave Kennington, Anna Arndt	X	X

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Day 4

THURSDAY, JULY 29, 2021

Daily Objective: Understand importance of creating a successful classroom environment

Daily Objective: Create procedures for use during the first days of school

Daily Objective: Show application of instructional techniques in demonstration lesson

Start	End	Event Description	Location	Trainer	Teacher	Asst. Teachers
8:00	9:00	Classroom Management II <ul style="list-style-type: none"> Creating the environment Setting up a successful classroom Teacher Work Area Classroom Wall Space 	Rm 301	Jeff Fenton, Dave Kennington, Anna Arndt	X	X
9:00	9:50	Model Lesson – Classroom Management <ul style="list-style-type: none"> Includes debrief 	Rm 301	Dave Kennington	X	X
10:00	11:00	Student Achievement <ul style="list-style-type: none"> Overview of testing cycle (ITBS, CMAS, Final Exams, CLT, NLE, PSAT, SAT, AP Testing) Preparing your students to succeed Teaching the content vs. the test 	Rm 301	Beth Danjuma, Dave Kennington, and Anna Arndt	X	X
11:00	11:45	First Days of School <ul style="list-style-type: none"> Critical first days Procedures to establish Work on procedures for first days 	Rm 301	Jeff Fenton, Dave Kennington, Anna Arndt	X	X
11:45	12:45	Work on Deep Practice Lessons	Classrooms		X	X
12:45	1:45	Lunch (on your own)			X	X
1:45	4:00	Deep Practice: Fourth Teaching Lesson <ul style="list-style-type: none"> 30-minute lesson 	Rm 301 & 303	Jeff Fenton, Dave Kennington, Anna Arndt	X	X

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Day 5	FRIDAY, JULY 30, 2021 Daily Objective: Show application of instructional techniques in demonstration lesson
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Start	End	Event Description	Location	Trainer	Teacher	Asst. Teachers
7:30	8:30	Department Chair Meeting	Library	Renee Henslee, Dave Kennington, Anna Arndt, Dept. Chairs		
8:00	8:30	Preparing final Deep Practice Lessons	Rm 301	Jeff Fenton	X	X
8:30	8:45	Introduction of Department Chairs	Rm 301	Jeff Fenton, Dave Kennington, Anna Arndt, and Dept. Chairs	X	X
8:45	12:30	Deep Practice: Fifth Teaching Lesson <ul style="list-style-type: none"> 45-minute lessons Dept. Chairs to come observe and provide feedback 	Rm 301 & 303	Jeff Fenton, Dave Kennington, Anna Arndt, and Dept. Chairs	X	X
12:30	1:30	Lunch (<i>provided</i>)	Cafetorium		X	X
1:30	2:00	Evaluations/Wrap-up/Awards	Rm 301	Jeff Fenton, Dave Kennington, Anna Arndt	X	X
2:00	4:00	Work in classroom and curriculum	Classrooms		X	X
2:00	3:00	Department Chair HUB training	Library	Austyn Callahan/Beth Danjuma	Department Chairs Only	