



Required Professional Development for Year 3 Burlington English Implementation

Questions about HECC Professional Development requirements should be sent to ashley.garrigan@hecc.oregon.gov.

In Year 3, Oregon will move away from professional development that focuses on *“What is BE and how does the platform work?”* to professional development that focuses on *“How does my program use BE effectively and creatively to improve student outcomes?”* To do this, professional development will focus on localized, whole-program professional development sessions that foster a consistent vision for each program and create space for program-wide collaboration. Sessions will be informed by local program data and based on local program needs.

Programs will track required attendance using a tracking sheet provided by HECC. [The tracking sheet is available here.](#)

Please note: There are two tracks, one for Community Colleges and one for Correctional Facilities. Tracks begin on the next page.

After the track descriptions are **Links & Registration Information** for various on-demand courses and optional training sessions.



Required Professional Development for Community College Programs

	Onsite or Virtual			On Demand Courses			
	*Whole Staff PD	Director Strategy Meetings	Site Leads Kickoff	CASAS STEPS	**Teaching with Burlington	Student Lessons	Progress
Directors	X	2 per year		X			
Site Admins or DBA	X		X	X			
All Instructors	X			X			
Instructors that are new to BE	X			X	X	X	X

*The **required** Whole Staff PD will fulfill **one** of HECC's required PLC sessions; 2 additional Whole Staff PD sessions can be scheduled which would also count toward fulfilling the PLC requirement.

** Teaching with Burlington On Demand course must be done prior to onsite or virtual whole staff PD.



Required Professional Development for Correctional Facilities

	Onsite or Virtual				*On Demand			
	Whole Staff PD	Ed Director Mtg	**Live Virtual Training	AIC Tutor Training	CASAS STEPS	Teaching with Burlington	Student Lessons	Progress
Site Ed Directors, Ed Coordinator, DBA	X	1 per term			X			
All Instructors	X		X		X			
New Instructors	X		X		X			
AIC Tutors				<i>*Suggested</i>				

*Site Specific; TBD by individual Ed Directors based on program type.

**Live Virtual Training: “Using BE to Target Competencies and Personalize BE for Students.”

- *This will be offered 3 times during early fall term. Each instructor must attend **one** of the sessions. As new instructors join, we will facilitate a mid-year option as well.*



Optional Professional Development for All Users

Other Collaborative Learning Opportunities (optional): **All BE Users**

<p>Teachers Corner Collaborative teacher sessions moderated by Daphne or Marisa to share best practices and ask questions of their colleagues from OR, WA, and ID. Registration is required. A link to register will be sent via email by Daphne each quarter.</p>
<p>Take a Break Casual explorations of new BE features and/or sharing best practices with adult educators from all over the West Coast facilitated by members of our West Coast Training Team. Registration is required. A link to register will be sent by Daphne each month.</p>
<p>Burlington English National Virtual Sessions An array of relevant and timely topics is offered each month. Each session is led by one of BE's national trainers. Registration is available for teachers from the Training Tile on the BE homepage.</p>

Additional Site-Specific PD Opportunities (optional): **All BE Users**

<p>Burlington School Kickoff Daphne and/or Marisa can be onsite for a day/evening, set up in a shared area (such as a teacher's lounge) to answer individual teacher questions and work 1:1 with teachers to help them use the BE curriculum components effectively. Short visits to classrooms may also be possible during this time.</p>
<p>Onsite or Virtual PD Follow up Once the required whole staff PD is completed, additional onsite/virtual PD can be scheduled with Marisa and Daphne and can be used to fulfill sessions 2 and 3 of the HECC's PLC requirement.</p>
<p>Student Kickoff Daphne or Marisa will attend your class or computer lab to provide a Student Orientation, assist with student log in, and help students download the app.</p>



Links & Registration Information for HECC Professional Development

On Demand Courses

[Teaching with Burlington Core:](#)

Learn about the components that offer instructors the flexibility to lead meaningful lessons whether you are teaching onsite, or online, in any learning environment. (Required for teachers new to BE)

[Student Lessons in BurlingtonEnglish:](#)

Learn how to help students get started with their Student Lessons. Explore strategies to engage your students and set them up for success as they work independently. (Required for teachers new to BE)

[Progress for BurlingtonEnglish Courses:](#)

Learn how to informal assessment and information from Progress, as well as Module Tests, to promote student persistence and celebrate success. (Required for teachers new to BE)

[Prepare for CASAS STEPS Test Practice:](#)

Link and description TBA

PNW Teacher's Corner

Quarterly collaborative teacher sessions hosted by the PNW team and designed for educators to learn from other educators, share best practices, and ask questions. Look for an invitation from Daphne to register at the beginning of each term.

Fall Term:

[PNW Teacher's Corner: October, 16, 2024 from 12:30 – 1:30 PM PT](#)

Take a Break with BE

Monthly exploration of new BE features and/or sharing best practices with adult educators and hosted by a Customer Representative from the West Coast team. Look for an invitation from Daphne to register at the beginning of each month.

[Take a Break with BE: September 24, 2024 from 3:30 – 4:30 PM PT](#)

[Take a Break with BE: October 29, 2024 from 3:30 – 4:30 PM PT](#)

[Take a Break with BE: November 19, 2024 from 3:30 – 4:30 PM PT](#)

[Take a Break with BE: December 10, 2024 from 3:30 – 4:30 PM PT](#)

Burlington English Virtual Training

Several topics are offered each month and are hosted by BE's National Training Team. Click [here](#) to register.