

## **Kindergarten Individual Development Survey (KIDS) Data Use Train-the-Trainer Training for Illinois School Board of Education Early Childhood Education Division**

**Wednesday, October 24, 2018**

**9:00 a.m.–3:00 p.m. CT**

**Capital Area Career Center**

**2201 Toronto Road**

**Springfield, IL 62712**

### **Agenda**

**9:00–9:25 a.m.**

#### **Welcome, Introductions, and Agenda**

**Jill Marcus, Sheila Rodriguez, Camille Lemieux**

REL Midwest staff will welcome the group, introduce themselves, go over logistics and plans for lunch, present the session agenda, and describe REL Midwest. Participants will introduce themselves, their roles, and what they want to get out of the workshop.

**9:25–10:05 a.m.**

#### **Facilitation Skills**

**Jill Marcus**

Participants will complete a facilitation skills activity in which they will collaboratively develop their own criteria for excellent facilitation skills and compare their ideas to a table developed by the workshop presenters, based on their own experience and on relevant literature. The facilitation skills table will be used for self- and peer assessment during workshop practice sessions later in the session. Participants also can use the table as a reflection tool when they are leading workshops in the future.

**10:05–10:25 a.m.**

#### **Planning and Facilitation**

**Sheila Rodriguez**

Participant will be introduced to materials that will help them consider the format (such as time and group size), the needs of the people who will attend, and the logistical concerns for the KIDS Data Use workshops. They will also review ideas for warm-ups, check-ins, and advice for handling difficult situations.

- 10:25–10:30 a.m.**      **Break**  
Participants will have 5 minutes to stretch their legs and take a bathroom break.
- 10:30–11:45 a.m.**      **KIDS Data Use Workshop Presentation**  
**Camille Lemieux, Jill Marcus, Sheila Rodriguez**  
REL Midwest staff will model the delivery of the KIDS Data Use workshop using the slide deck and materials. Participants will be invited to follow along with their facilitation guide and take notes throughout. REL Midwest staff will stop after each section to ask participants which facilitation skills they observed being implemented during the presentation. In each section, participants will be invited to ask clarifying questions, identify presentation/facilitation skills, talk through activity ideas, and examine relevant resources.
- 11:45 a.m.–12:30 p.m.**      **Lunch Break**  
Workshop participants will break for lunch.
- 12:30–2:30 p.m.**      **Practice Presenting**  
**Camille Lemieux, Jill Marcus, Sheila Rodriguez**  
Participants will break out into groups of three to practice presenting sections of the KIDS Data Use workshop. Participants will use their Facilitator’s Guide and copies of the workshop slides and handouts as reference. They will have opportunities to receive peer feedback, reflect, and ask questions. REL Midwest staff will circle the room to answer questions. Those less familiar with the KIDS assessment may take this time to receive additional help with workshop content from the REL Midwest team.
- 2:30–2:45 p.m.**      **Reflection and Wrap-up**  
**Jill Marcus**  
Participants will complete a reflection activity; see attached Reflection Activity for more details. Then they will pose any remaining (or “parking lot”) questions. They will be asked to complete the IES stakeholder feedback survey before leaving.
- 3:00 p.m.**      **Adjourn**