



January 5, 2010

Dear Colleagues,

It is my pleasure to announce the eighth AERO:SBC (Standards-Based Curriculum) Workshops which will be held during the week of June 20-25. The newest workshop this year, Science E2E, is the result of two years' work which examined and revised the AERO Science Standards and developed a framework, including performance indicators as evidence of student learning. In addition, introductory standards' workshops will be offered in English and World Languages and, for the first time, we will offer the workshop in Using Map, Additional Data and Instructional Strategies to Improve Learning, the newest addition to the AERO line-up. We will also repeat the popular workshops on the Mathematics Framework and Academic Leadership. Academic Leadership focuses on the particular needs of heads of schools, principals, curriculum coordinators or department heads who are responsible for the planning or implementation stages of a standards-based approach to curriculum.

All of the workshops are practical in nature and will provide the participants with both a "big picture" understanding of how standards-based schools look and operate as well as the opportunity to work to develop particular plans to implement upon returning to their respective school settings. In addition, the collaborative nature of the courses fosters a high level of professional interaction among the participants.

AERO:SBC is hosted by the Potomac School in McLean, Virginia, and is supported by the Office of Overseas Schools (A/OPR/OS). The purpose of the institute is to provide teachers and administrators in overseas schools with the skills and knowledge to develop and implement standards-based K-12 curricula. While the work will be based on the validated standards developed by Project AERO, these will be used as a model. Adoption of the AERO standards is not a requirement for participation in the institute.

The AERO:SBC courses may be taken for university credit, and that credit may be applied to the AERO Certificate in Curriculum. Applications will be available in the spring. For course participants earning university credit, the cost is \$500. (For participants who are *not* earning university credit, there is no charge for the workshop.) Information on the certificate courses is available at www.projectaero.org.

The number of spaces available in each workshop is limited and we encourage schools to send teams of participants. Please see the attached workshop descriptions for more information. All workshops will be held in the beautiful classrooms at Potomac School and participants will be accommodated at no cost in Marymount University housing in Arlington, Virginia, on the nights of June 20-24. (Extra nights may be available for a reasonable fee.) Breakfasts and lunches will be provided. Costs to participants and/or schools include transportation, any meals not provided by the institutes, incidentals, and any additional nights of accommodation.

Please ask each applicant to review the program and to complete a registration form. **Registration forms should be received by the Office of Overseas Schools by March 5, 2010. Participants will be informed of their selection during early to mid-April.** AERO:SBC has been designed by educational practitioners for other educators. We hope that it meets the needs of your faculties and schools and assists you in improving the educational opportunities and curriculum of your school.

Sincerely,

Beatrice H. Cameron
Regional Education Officer for East Asia
Office of Overseas Schools

Enclosures: As stated.



**AERO:SBC (Standards-Based Curriculum)
at the Potomac School
Academic Leaders Institute**
www.potomacschool.org/overseas/aero.html
June 20-25, 2010

The audience for this week-long institute is academic leaders (heads of school, principals, curriculum coordinators, or department heads) in schools that are planning to, or are in the process of, adopting a standards-based curriculum. Participants will have the opportunity to collaborate with academic leadership peers in examining processes and structures that support schools as they become more standards-based. The first part of the week will focus on the change process and will emphasize strategies to best meet the needs of school staffs. In the second half of the week, participants will focus on standards-based curriculum, instruction and assessment as well as school-wide mapping and planning.

The work will be based on the standards developed by Project AERO. These can be viewed at www.projectaero.org. However, attendance at this workshop does not require a schools' adoption of the AERO standards.

Workshop participants will:

- Examine the relationship between standards/benchmarks and curriculum
- Review the principles of “backward design”, moving from evidence of learning to instruction
- Use student data to guide instructional decisions
- Plan the long-term process of standards implementation
- Consider relevant professional development options
- Develop strategies to support faculty in the change process

Participants may choose to take this course for three university credit hours and apply this credit to the AERO Certificate in Curriculum. Applications will be available in the spring. For course participants earning university credit, the cost is \$500. (For participants who are *not* earning university credit, there is no charge for the workshop.)

This workshop will be limited to 20 participants. Schools are encouraged to send a team of academic leaders.

Please send or fax the completed registration form by **March 5, 2010** to:

Christine Arroyo, Office of Overseas Schools
U.S. Department of State, Room H 328-SA1
Washington, DC 20522-0328
ArroyoCE@state.gov
FAX (202) 261-8224



**AERO:SBC (Standards-Based Curriculum)
at the Potomac School
World Languages Curriculum Design Institute**
www.potomacschool.org/overseas/aero.html
June 20-25, 2010

The primary audience for this week-long institute is teachers who want to gain experience in standards-based curriculum design, with a focus on backward design in the development of instructional units in world languages. It is intended for those with a beginning or moderate level of experience in backward design. The AERO:SBC initiative brings together teams of teachers and curriculum coordinators from participating schools to collaborate in curriculum unit design. Participants will leave the institute with some completed units and the knowledge necessary to train colleagues at their schools in the process of unit design.

Participants are strongly encouraged to bring samples of units or curriculum maps with them that they would like to review and revise.

Workshop participants will:

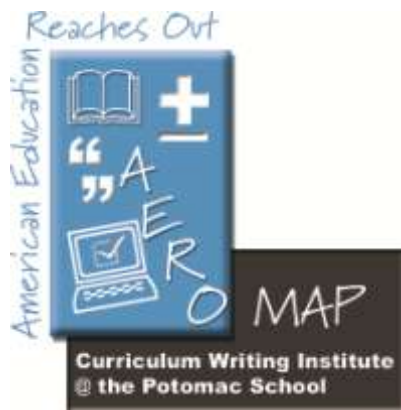
- Review the AERO World Language Standards
- Review the backward design process for unit development
- Revise existing units or write new units
- Explore strategies to strengthen units' essential questions, culminating tasks, and rubrics
- Consider ways to improve teaching for understanding
- Analyze techniques for peer critique of units
- Develop components of curriculum mapping
- Plan with team members for work at respective schools for the next year

Participants may choose to take this course for university credit and apply this credit to the AERO Certificate in Curriculum. Applications will be available in the spring. For course participants earning university credit, the cost is \$500. (For participants who are *not* earning university credit, there is no charge for the workshop.)

The workshop will be limited to 20 participants. Therefore, registration will be accepted on a space-available basis. Preference will be given to two-member school teams, but individuals may apply as well.

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**AERO:SBC (Standards-Based Curriculum)
at the Potomac School
Using MAP, Additional Data and Instructional
Strategies to Improve Learning
www.potomacschool.org/overseas/aero.html
June 20-25, 2010**

The audience for this institute is teachers who would like to gain experience in using MAP, additional data sources and instructional strategies to improve student learning.

This workshop is intended for those using MAP assessments in their schools for at least one year. During the first two days of the workshop, participants will increase their understanding of interpreting MAP reports and learn how to use the data for grouping for instruction. The next three days of the workshop will focus on the use of time efficient data analysis strategies, the use of criteria and error analysis data to inform differentiated instructional strategies, and the development of learning plans for the classroom.

Participants will need to bring classroom and school summary MAP reports. They are strongly encouraged to bring samples of curriculum and/or classroom assessment materials from their schools to assist in developing learning plans for the classroom.

Workshop participants will:

- Review the AERO Standards
- Increase skills in interpreting MAP data at the classroom and at the school level
- Develop an understanding of how the MAP assessment data informs differentiated instruction in the classroom
- Develop basic concepts of differentiated instructional strategies
- Expand data analysis skills to drive instructional planning
- Increase their repertoire of evidence of student learning and assessment techniques
- Create instructional plans for individuals and for classrooms

Participants may choose to take this course for university credit and apply this credit to the AERO Certificate in Curriculum through SUNY Buffalo. Applications will be available in the spring. The cost for university credit is \$500.00. For those not choosing to earn university credit, there is no charge.

The workshop will be limited to 20 participants. Therefore, registration will be accepted on a space-available basis. Interested schools are asked to commit to sending a team of teachers, although individual applications will be considered as well.

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**AERO:SBC (Standards-Based Curriculum)
at the Potomac School
English Language Arts Curriculum Design Institute
www.potomacschool.org/overseas/aero.html
June 20-25, 2010**

The primary audience for this one week institute is teachers who would like to gain experience in standards-based curriculum design, with a focus on backward design in the development of instructional units in English/Language Arts. It is intended for those with a beginning or moderate level of experience in backward design. The institute brings teams of teachers and curriculum coordinators from participating schools together to collaborate in curriculum unit design. Participants will leave the institute with some completed units and the knowledge necessary to train colleagues at their schools in the process unit design.

The professionally validated AERO English language arts standards have been successfully adopted or adapted by many overseas schools. Institute participants are asked to bring with them samples of existing units and curriculum maps they would like to review and revise. An expectation for participation is that completed units will be submitted for collaborative review and for possible posting on the AERO Web site. Although the work will be based on the standards developed by Project AERO, it is not required that schools have adopted the standards.

Workshop participants will:

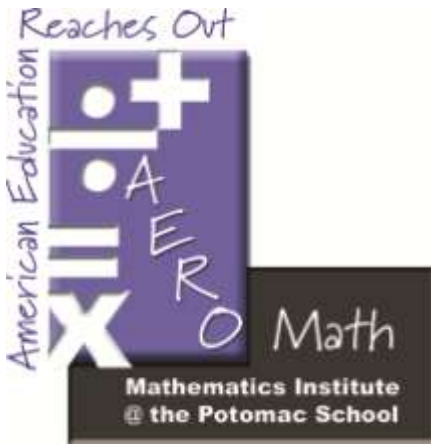
- Review the AERO English standards and benchmarks
- Examine the relationship between standards/benchmarks and curriculum
- Review the backward design process for unit development
- Explore strategies to strengthen units' culminating tasks, rubrics and essential questions
- Revise existing units or write new units, using the backward design principles
- Consider ways to improve teaching for understanding
- Plan with team members for work at respective schools for the next school year

Participants may choose to take this course for university credit and apply this credit to the AERO Certificate in Curriculum through SUNY Buffalo. Applications will be available in the spring. For course participants earning university credit, the cost is \$500. (For participants who are *not* earning university credit, there is no charge for the workshop.)

The workshop will be limited to 20 participants. Therefore, as in previous years, registration will be accepted on a space-available basis. Interested schools are asked to commit to sending a team consisting of either a curriculum coordinator and at least one teacher, or a team of 2-3 teachers.

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**AERO:SBC (Standards-Based Curriculum)
at the Potomac School
Mathematics Institute**
www.potomacschool.org/overseas/aero.html
June 20-June 25, 2010

The Mathematics Institute is designed to increase the capacity of teachers to lead improvements in the teaching of mathematics in their schools. The structure of the Institute emerges from the research related to effective curriculum, instruction, and assessment and is designed to help schools realize the vision of teaching and learning outlined in the recently developed AERO Mathematics Curriculum Framework. The Institute will focus on two areas that research shows are critical to student learning, in mathematics: content and instruction.

A goal of the Institute is to increase the capacity of participants to create a purposeful local community that supports and facilitates conversations about the framework and its components. A major focus will be increasing knowledge of the mathematics content and skills defined in the framework and provide a structured format, the Evidence to Excellence protocol, for analyzing and reflecting on student learning. These tools and protocols will provide opportunities for critical reflection on the rigors and relevance of opportunities for students to learn, the effectiveness of instructional practices, the evidence of student learning, and the use of this information to improve teaching and learning.

Institute participants will:

- Learn the process and research used to articulate critical mathematics content for the Framework
- Identify the relationship between the Framework and national and international standards
- Review the components of a standards-based unit of instruction
- Review the criteria for standards-based instructional units
- Use a series of filters to identify and critique the critical components of a standards-based unit
- Analyze student work to identify patterns of thinking and diagnose student errors
- Develop a unit of instruction based on the Mathematics framework and standards

Participants may choose to take this course for university credit and apply this credit to the AERO Certificate in Curriculum. Applications will be available in the spring. For course participants earning university credit, the cost is \$500. (For participants who are *not* earning university credit, there is no charge for the workshop.)

This workshop will be limited to 20 participants. Preference will be given to schools sending two person teams although individuals will be considered as well.

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**AERO:SBC (Standards-Based Curriculum)
at the Potomac School
Science Institute**

www.potomacschool.org/overseas/aero.html

June 20-June 25, 2010

The AERO Science Summer Institute is designed to increase the capacity of teachers to lead improvements in the teaching of science in their schools. The structure of the Institute emerges from the research related to effective science curriculum, instruction, and assessment and is designed to help schools to realize the vision of science teaching and learning portrayed in the recently released AERO Science Curriculum Framework. The Institute will focus on two of the three areas that research shows are important to improving student learning: Science content and inquiry.

A goal of the Institute is to increase the capacity of participants to create a purposeful local community that supports and facilitates conversations about the Framework, and its components. The Institute will focus on increasing participants' knowledge of the science content and skills defined in the framework and provide participants a structured format, the Evidence To Excellence protocol, for analyzing and reflecting on student learning. These tools and protocols will provide an opportunity for critical reflection on the rigor and relevance of opportunities for students to learn, the effectiveness of instructional practices, the evidence of student learning, and how this information can be used to improve teaching and learning in the classroom.

Participants will:

- Learn the process and research used to articulate science content for various grade levels in the AERO Science Framework
- Identify the relationship of the Framework to national and international standards.
- Examine how using inquiry-based teaching and learning strategies can improve students' understanding of science
- Review the components of a standards-based unit of instruction
- Review the criteria for standards-based instructional units
- Develop a unit of instruction, based on the Science Framework and standards

Participants may choose to take this course for university credit and apply this credit to the AERO Certificate for Curriculum. Applications will be available in the spring. For course participants earning university credit, the cost is \$500. (For participants who are *not* earning university credit, there is no charge for the workshop.)

This workshop will be limited to 20 participants. Preference will be given to schools sending two person teams although individuals will be considered as well.

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**AERO:SBC at The Potomac School
June 20-25, 2010**



**WORKSHOP APPLICATION FORM
For American-Sponsored Overseas Schools**

School: _____

City: _____ Country: _____

Fax #: _____ Telephone #: _____

This application is for the following workshop (one workshop team per application, please):

_____ Math/Evidence 2 Excellence _____ English _____ World Languages
_____ Academic Leaders _____ Science Framework _____ Using MAP and...Data

Individual/Team Members (Please see the invitation letters for participation requirements and print legibly.)

1. Name, subject, title or grade level: _____
Male___ Female___ own e-mail address: _____
2. Name and title or grade level: _____
Male___ Female___ own e-mail address: _____
3. Name and title or grade level: _____
Male___ Female___ own e-mail address: _____

Accommodations

Housing for all participants will be provided in dormitories at Marymount University from Sunday afternoon (3:00 check-in) through check-out on Friday morning. The workshop ends at 12:30 p.m. on Friday. **Please indicate if you would be willing to share a room with a colleague from your school. ___yes ___no**

Participants are expected to arrive by 3:00 p.m. on June 20 and stay for the entire week.

Transportation will be provided to and from The Potomac School each day. For non-workshop hours, there is easy access to Washington attractions by public transportation. Breakfast and dinner will be provided at Marymount. Lunch will be at the Potomac School. **There will be a welcome orientation and dinner Sunday, June 20, beginning at 5:30 p.m.**

Our team plans to stay in Marymount University housing on the following nights:

Sunday, June 20 _____ Wednesday, June 23 _____
Monday, June 21 _____ Thursday, June 24 _____
Tuesday, June 22 _____ (check-out is Friday morning)

Signed (School Director): _____ Date: _____

The application must arrive by March 5, 2010. Please mail or fax the completed form to:

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