The TRIG Classroom Readiness Professional Development activity is now accepting applications (due Feb 21) for participation during the 2014-2015 school year. The vision of Classroom Readiness Professional Development activity is to build capacity of Michigan educators to effectively plan and implement online assessments and "Any Time, Any Place, Any Way, Any Pace" learning through increasing technology proficiency.

Important steps to successfully complete the application process:
1. Visit TRIG Website - Classroom Readiness page for complete details. Below is a summary of some of the important components of the activity.
   - Benefits of Participation
     - Free and sustainable technology readiness professional development for all staff.
     - Classroom technology integration based on learning standards and focused on next generation online assessments and 21st century technology skills.
     - Train-the-trainer model designed to build local leadership and understanding of technology integration into curriculum along with data collection and analysis.
     - Membership in a regional learning network to build expanded communication around technology integration.
   - Site Selection Information
     - Data collected and reviewed will include: MTRAx technology readiness survey, Top-to-Bottom ranking, grade levels, populations, and demographics/needs.
     - Regional Coordinator will consult with Steering Committee members to approve sites.
     - Application will focus on: expressed needs for technology integration training, capacity to lead training initiatives, and commitment to ensure whole-staff participation.
     - All districts are encouraged to participate in the Classroom Readiness Professional Development activity. Buildings that participated during the 2013-2014 school year are not eligible for the 2014-2015 school year, but other buildings within the district are eligible.
   - Site Responsibilities
     - Agreement to fully participate in TRIG Classroom Readiness Professional Development and T3 - 30 hour course) with all certified staff. (It is strongly recommended that this becomes the building professional development plan for the participating building/district.)
     - Selection of site coach as a leader and facilitator of the T3 course (1 coach up to 30 staff members).
     - Support for the coach based on time to facilitate the T3 course and for staff to complete the T3 course.
     - Work with the Regional Coordinator on planning and budget agreements.

- ○ Coach Responsibilities
  - ■ Carry out the duties of Coach (as an extra-duty assignment) from June 2014 - June 2015. Go to http://22itrig.org/activities/activity-three/2014-15-participation-info/ to download the duties.
  - ■ Attend three (3) days of Coach training prior to the start of the 2014-15 year
  - ■ Collaborate regularly with Regional Coordinator and communicate relevant updates to teachers.
  - ■ Plan and deliver training for local district teachers.
  - ■ Provide ongoing support to teachers throughout duration of project.
    - ● Funds are available to offset substitute costs if needed
- ● Share details and discuss district involvement in the Classroom Readiness Professional Development activity with the district administrative team.
- ● Complete TRIG Classroom Readiness: 2014-2015 Application by **February 21, 2014**.
  - ○ Collect the following information that will be needed to complete the Application
    - ■ Administration and district designee contact information
    - ■ Number of certified staff
    - ■ Top-to-bottom ranking from the Mi School Data Portal
    - ■ Number of students in your building
    - ■ Grade level(s)
    - ■ MTRAx Data per building
  - ○ Share the presentation with staff and **conduct a vote to commit** to participate in the Classroom Readiness Project and that your staff is willing to go through the T3 Course mentored by coaches in their building and/or district.
- ● Grant awardees will be decided on March 7, 2014.
- ● Grant awardees will be notified on March 10, 2014.

For any further questions, contact your consortium Classroom Readiness advisory member or Melissa White, Classroom Readiness Project Manager.