



THE SCHOOL DISTRICT OF  
**PHILADELPHIA**

# New Hire Orientation


Office of Teaching & Learning

Please sign in with the true time in blue or black ink.  
Remember to sign out at the end of the session with true time, too!



# **Navigating Zimbra, Gmail and the Employee Portal**

# Objectives

- Navigate the various components of Zimbra IOT best utilize its features
  - Switch between Zimbra and Gmail
  - Access sections of the Employee Portal IOT obtain information on pay, announcements, and PD opportunities
- 

# Agenda

## Collaboration Center / Zimbra

- **e-mail**
  - Viewing Options
  - Delay send
  - Contact Lists
- **Calendar**
  - meetings
  - organization
  - Computer Lab/Cart Schedules
- **Briefcase**
  - document sharing
- **Signatures**

## GMail / Google Drive

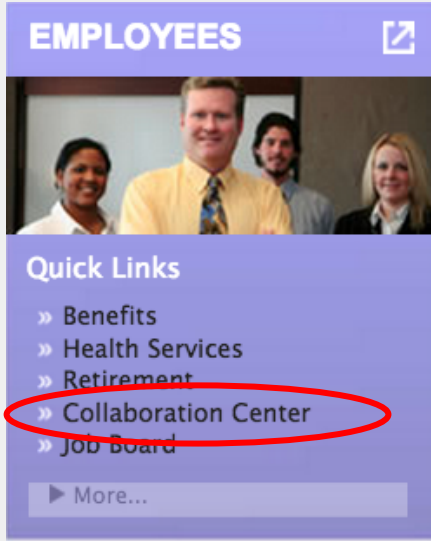
- Switching between Zimbra and Gmail
- Logging On to Google

## Navigating SDP website

- Logging On to Google

'Zimbra User Help and Videos' available in shared Technology folder (Google Drive).

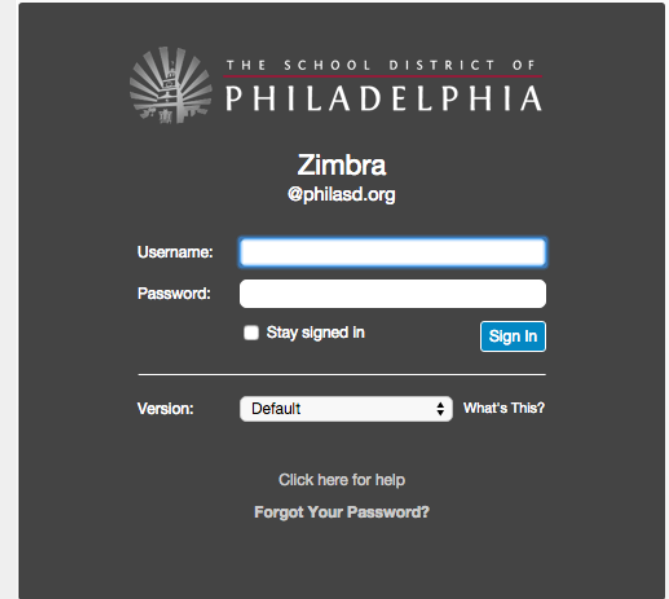
## Collaboration Center / Zimbra



- [Zimbra.philasd.org](https://zimbra.philasd.org)

- [cc.philasd.org](https://cc.philasd.org)

- Linked from  
Employee Log In  
Page



Password Reset - 215.400.5555

# E-mail

THE SCHOOL DISTRICT OF PHILADELPHIA

Search [ ] Vengels, David

Mail | Contacts | Calendar | Tasks | Briefcase | Preferences

New Message | Reply | Reply to All | Forward | Archive | Delete | Spam | Actions | 100+ conversations | Read More | View

Mail Folders

- Inbox
- Sent
- Drafts (3)
- Junk
- Trash
- apple academy

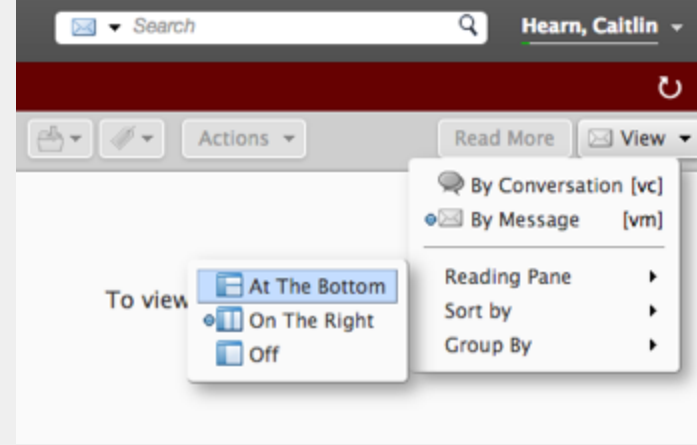
	From	Subject	Size	Received
<input type="checkbox"/>	kmoore, David Vengels			
<input type="checkbox"/>	David Vengels, jtong			
<input type="checkbox"/>	jtong			
<input type="checkbox"/>	lbilger, Mesi, Lisa			
<input type="checkbox"/>	donotreply@philasd.org			
<input type="checkbox"/>	Plover, Christina			
<input type="checkbox"/>	donotreply@philasd.org			
<input type="checkbox"/>	donotreply@philasd.org			

To view a conversation, click on it.

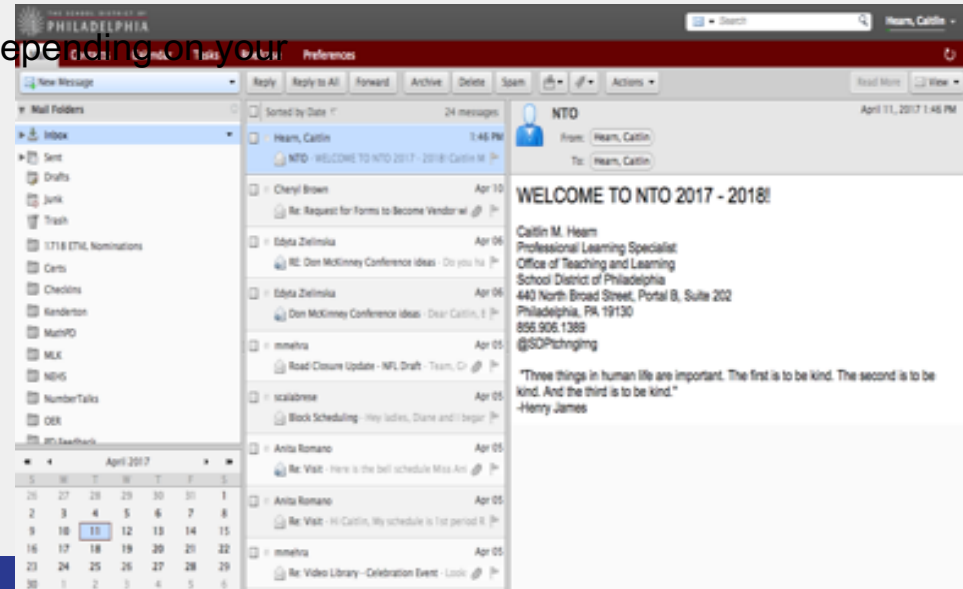
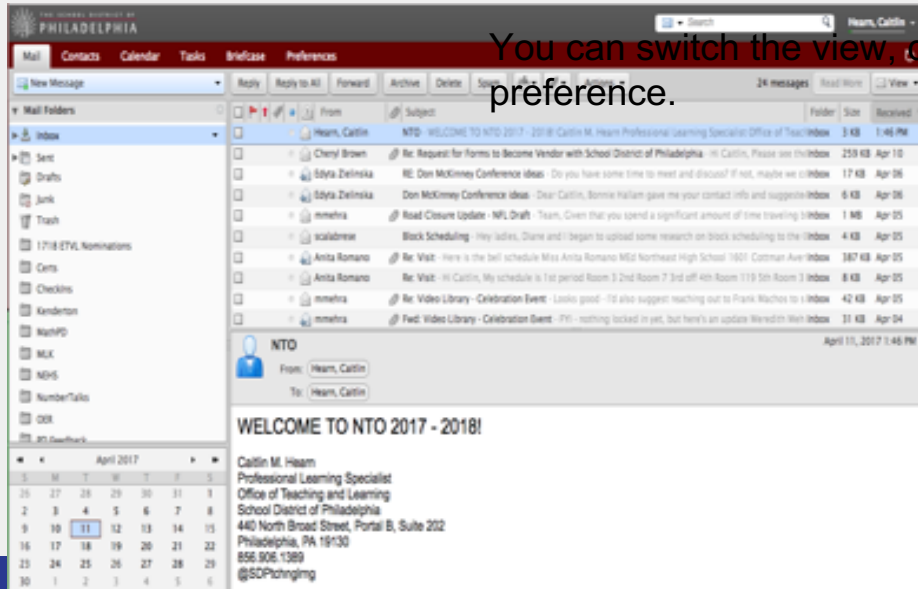
August 2015

S	M	T	W	T	F	S
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

# Viewing Options



You can switch the view, depending on your preference.

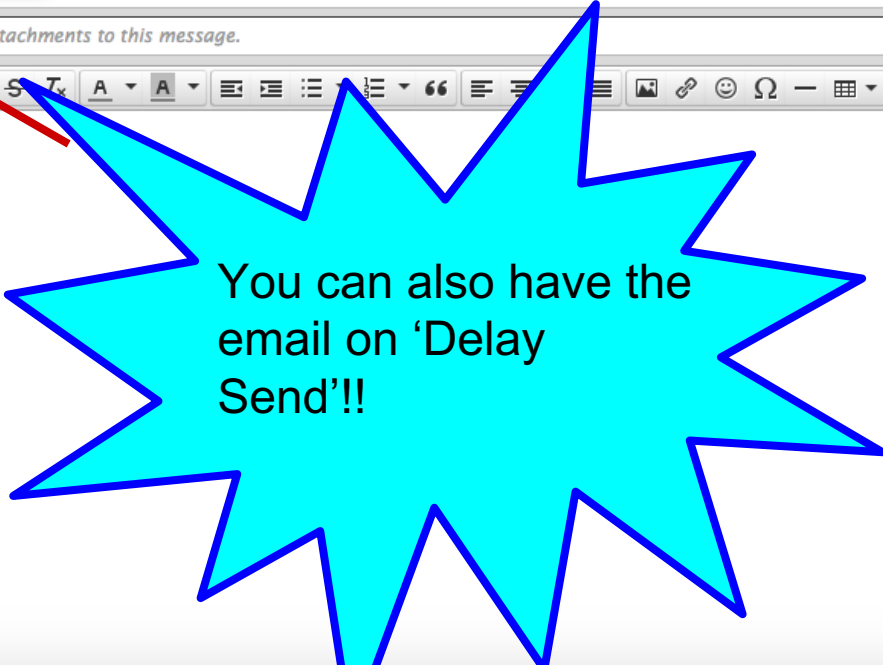


Send Cancel Save Draft Abc Options

To: jton|  
Cc: "Jtong" <jtong@philasd.org> Forget  
"Tonkinson, Jules" <jtonkinson@philasd.org>  
Subject:  
Attach Tip: drag and drop files from your desktop to add attachments to this message.

Garamond 14pt Paragraph B I U S T A A [Rich Text Editor Icons]

David Vengels  
*Technology Program Specialist*  
The School District of Philadelphia  
Office of Educational Technology  
440 N. Broad Street, Suite 402  
Philadelphia, PA 19130  
(e)dvengels@philasd.org  
(p)215.400.5818  
(f)(215)400-4421





# Contacts

cc.philasd.org

GAFE | Kyle B. Pace | edtech server | ISTE | Citize...al Age Poster | Collaboration Center | I.T. HelpDesk | MyPhilaSD Login | Fabric

THE SCHOOL DISTRICT OF PHILADELPHIA

Search Vengels, David

Mail | **Contacts** | Calendar | Tasks | Briefcase | Preferences

New Contact Edit Delete Actions 2 contacts

▼ Contact Lists

- Contacts
- Emailed Contacts
- Trash

Searches

Tags

▼ Zimlets

- Archive
- Emoticons

All 123 A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

edtechcentral Location: Contacts

PTS-2014-2015

August 2015

S	M	T	W	T	F	S
26	27	28	29	30	31	1
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30	31	1	2	3	4	5

# Calendar

THE SCHOOL DISTRICT OF PHILADELPHIA

Search  Vengels, D

Mail Contacts **Calendar** Tasks Briefcase Preferences

New Appointment Delete    Today

Aug 2015 Day Work Week Week Month List Free/Busy

### August 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
7/26	27 8:00 AM Code.org 8:00 AM DSF 9:00 AM School Base Su 10:00 AM KPI Presentat	28 8:00 AM Schoolnet DCT 9:00 AM MacBook Air 9:00 AM GAFE Training 10:00 AM Pathfinder Sc 11:30 AM BL Meeting 1:00 PM Partnerships Ct	29 9:00 AM School Base SL 10:00 AM Pathfinder Sc 10:00 AM Computer Tr 1:00 PM Power Corp	30 8:00 AM SMART Trainin 8:00 AM DSF 9:00 AM GAFE Training 10:00 AM PD Planner M	31 8:00 AM SMART Trainin 9:00 AM GEAR UP ACE f 10:00 AM GEAR UP Surr 10:00 AM GEAR UP Surr 10:00 AM Meeting with 1:00 PM Aug 4 Presenta	
2	3 8:00 AM SMART Trainin 8:00 AM SMART Trainin	4 8:00 AM Principal Convr 9:00 AM GAFE Training 10:00 AM Pathfinder Sc 10:00 AM Computer Tr 12:30 PM Compass Trai	5 8:00 AM SMART Trainin 8:00 AM SMART Trainin 8:00 AM Zimbra Intro 8:45 AM Getting most c 10:00 AM Pathfinder Sc 10:00 AM Computer Tr 1:00 PM Discuss PD req	6 8:00 AM Vacation 8:30 AM Archibus Train 9:00 AM GAFE Training 10:00 AM Pathfinder Sc 10:00 AM PD Planner M	7 8:00 AM Vacation 9:00 AM GEAR UP ACE f 10:00 AM GEAR UP Surr 10:00 AM GEAR UP Surr	
9	10 1:00 PM Review Principi	11 9:00 AM Student testin 9:30 AM GAFE Drive 10:00 AM Computer Tr 1:00 PM Briefcase/Goog 3:00 PM NEPRIS Video C	12 9:00 AM Student testin 9:00 AM Paula Blended 10:00 AM Computer Tr 10:45 AM Blended Lear	13 8:00 AM Vacation 8:30 AM Work Sampling 9:00 AM Student testin 9:00 AM Child Abuse Ti 12:00 PM Purchasing Ec	14 « Vacation 1:00 PM PowerCorpsPH	
16	17 7:30 AM Code.Org Prep 9:00 AM Relay Walkthro 9:00 AM Kensington He	18 9:00 AM Child Abuse Tr 9:00 AM CTE Data Com 9:45 AM Central Office 10:00 AM X SIS 1:00 PM Gafe Training 1:00 PM Gafe Training 1:00 PM GAFE	19 8:30 AM VPDS Videocor 9:00 AM College Board 9:00 AM SMART Trainin 9:00 AM COPA Applicat 10:30 AM UTP Orientati	20 8:30 AM Work Sampling 8:30 AM Compass 10:00 AM PD Planner M 1:00 PM Gafe Training 1:00 PM GAFE	21 8:00 AM The LINC Scho 8:30 AM CSS interviews 8:45 AM Efforts to Outc	
23	24 8:30 AM OSS Interventic 11:00 AM Compass Lea 12:00 PM BL: Meeting R	25 8:00 AM MTSS/Rtll Train 8:30 AM CTE New Teact 8:30 AM INTERVENTION 8:30 AM OSS Interventic 8:30 AM New Teacher C	26 8:00 AM MTSS/Rtll Trai 8:30 AM INTERVENTION 8:30 AM New Teacher C 9:00 AM COPA Applicat 9:30 AM Google Drive T 10:30 AM New teacher 2:00 PM Greenfield Pen	27 8:00 AM MTSS/Rtll Trai 8:30 AM INTERVENTION 8:30 AM New Teacher C 8:30 AM CTE New Teact 9:00 AM Elect DECO Tr 9:00 AM PD Planner 10:00 AM PD Planner M 12:00 PM INTERVENTIO	28 8:30 AM Compass Lear 9:00 AM Elect DECO Tr 10:00 AM Designing & I	
30	31 8:00 AM Gradebook Sir 8:00 AM HOLD: New CS 8:00 AM Gradebook Sir	8:00 AM Gradebook Sir 8:00 AM Gradebook Sir	9/1 Staff Only - Academic Year f 9th Grade Orientation Ope 8:30 AM Welcome Back 8:30 AM Welcome Back	2 Staff Only - Professional De 8:00 AM Google Admin 8:00 AM Google Admin 8:30 AM GAFE Admin/T	3 9th Grade Orientation Clos 8:30 AM Ed Tech Traini 8:30 AM Ed Tech Traini	4

« ‹ August 2015 › »

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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

Apple Chrome File Edit View History Bookmarks People Window Help Thu 12:42 PM Caitlin

https://cc.philasd.org/zimbra/#51

Mail Contacts Calendar Tasks Briefcase Preferences

New Appointment Delete Today 8/7 - 8/11 Day Work Week Week Month List Free/Busy view

Calendars

- Calendar
- ETVL Filming
- Trash
- Mehra, Meredith's Calendar
  - Video Library Schedule
  - Mehra, Meredith's Video Library Schedule
  - ~Academic Calendar
  - ~ProfDev Calendar

Searches

Tags

Zimlets

August 2017

S	M	T	W	T	F	S
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2
3	4	5	6	7	8	9

**QuickAdd Appointment**

\*Subject:

Location:

Suggest a location

Display:  Mark as:

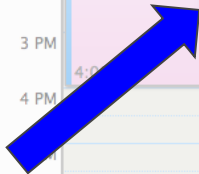
Calendar:

Start Time:  @

End Time:  @

Repeat:

Reminder:  [Configure](#)





Save & Close Cancel Options

Subject: |

Attendees: Show Optional

Suggest a time

Location: Show Equipment

Suggest a location

Start: 8/10/2017 7:30 AM All day

Repeat: None

End: 8/10/2017 8:00 AM

Reminder: 15 minutes before Configure

Display: Busy Calendar Private

Scheduler Show

Empty appointment details area

# Briefcase

The screenshot shows the Briefcase application interface. At the top, there is a navigation bar with tabs for Mail, Contacts, Calendar, Tasks, Briefcase (selected), and Preferences. Below this is a toolbar with buttons for New Document, Upload File, Download, Edit, Delete, and Actions. The main area is divided into three sections:

- Briefcase Folders:** A sidebar showing a tree view of folders. The 'CT SHARES' folder is selected, and it contains sub-folders for 'Induction Fall '14' and 'Induction Spring '15'.
- File List:** A central pane displaying a list of files sorted by name. The files include PDFs like 'StupendousStoryElements.pdf', 'supporting\_a\_position.pdf', 'TextPrepStrategiesPostersfrommyguic', 'TextandSpellWordWorkiPhones.pdf', 'TextDependentAnalysis.pdf', 'TopTenTestTakingTips.doc', and 'VerbsActivities.pdf'. The file 'TWEETSABOUTTODAYSLESSONAFunExitPassToCheckStude' is highlighted.
- Tweet Preview:** A large preview of a tweet on the right side. The tweet text is 'TWEETSABOUTTODAYSLESSONAFunExitPassToCheckStude' and it was posted on May 5, 2015 at 10:35 AM by dvengels@philasd.org. The preview includes a large blue graphic with the text 'TWEET About Today's LESSON' and a Twitter bird icon with the text 'Updates A Our Learn'.

At the bottom left, there is a calendar for August 2015. The date 25 is highlighted in blue.

S	M	T	W	T	F	S
26	27	28	29	30	31	1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

# Preferences

Mail Contacts Calendar Tasks Briefcase Preferences

Save Cancel

Undo Changes

## Preferences

General

Accounts

Mail

Filters

Signatures

Out of Office

Trusted Addresses

Contacts

Calendar

Sharing

Notifications

Mobile Devices

Import / Export

Shortcuts

August 2015

S	M	T	W	T	F	S
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

## Sign in

Default Client:  Advanced (Ajax)  
 Standard (HTML)

## Appearance

Font: Standard

Display Font Size: Normal

Print Font Size: 12pt

## Time Zone and Language

Time Zone: GMT -05:00 US/Canada Eastern

Language: English (United States)

Compose Direction: Left to Right  Show direction buttons in compose toolbar

## Search

Search Folders:  Include Spam Folder in Searches

Include Trash Folder in Searches

# Signatures

Save Cancel Undo Changes

- Preferences
- General
- Accounts
- Mail
- Filters
- Signatures
- Out of Office
- Trusted Addresses
- Contacts
- Calendar
- Sharing
- Notifications
- Mobile Devices
- Import / Export
- Shortcuts

May 2017

S	M	T	W	T	F	S
30	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3
4	5	6	7	8	9	10

### Signatures

Name:

Format As HTML

PLS

Sans Serif 12pt Paragraph B I U S Ix A A [List Icons]

Caitlin M. Hearn  
Professional Learning Specialist  
Office of Teaching and Learning  
School District of Philadelphia  
440 North Broad Street, Portal B, Suite 202  
Philadelphia, PA 19130  
856.906.1389

New Signature Delete Attach Contact as vCard:  Browse... Clear

### Using Signatures

New Messages Replies & Forwards

Primary Account:

Signature Placement:  Above included messages  Below included messages

# HELP!!!



THE SCHOOL DISTRICT OF  
PHILADELPHIA

Zimbra  
@philasd.org

Username:

Password:

Stay signed in

[Sign In](#)

Version:

Default

[What's This?](#)

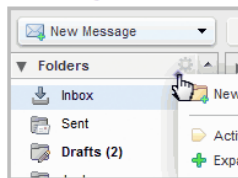
[Click here for help](#)

[Forgot Your Password?](#)

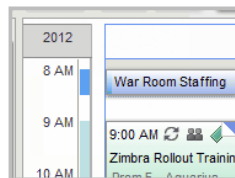
## Video Tutorials

### Zimbra Collaboration 8.x

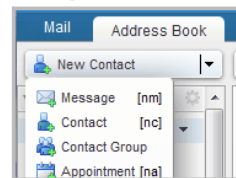
[Manage Your Inbox](#)



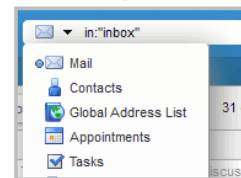
[Calendar Overview](#)



[Manage Your Address Book](#)



[Searching in Zimbra](#)



[See more Zimbra Collaboration 8.x Tutorials](#)

[View Zimbra Collaboration 7.x Tutorials](#)

[View Zimbra Collaboration 6.x Tutorials](#)

## Popular Help Articles

### Email

[Reading Email](#)  
[Composing Email](#)  
[Organizing Your Mailbox](#)

### Calendar

[Using Your Calendar](#)  
[Creating Calendars](#)  
[Seeing Free/Busy Times](#)

### Address Book

[Using Address Books](#)  
[Viewing Contacts](#)  
[Adding a New Contact](#)  
[Importing an Address Book](#)

### Appointments & Meetings

[Creating an Appointment](#)  
[Changing an Appointment](#)

### Your Account

[Logging In & Out](#)  
[Using Filters](#)  
[Away Message](#)  
[Searching Your Account](#)  
[Sharing Your Items](#)  
[Email Signatures](#)  
[Changing Your password](#)



# Prefer Google?

SRC Leadership Team Newsroom About Us FAQs Contact Us Sitemap Search

Calendar Directory Schools Employment Login

THE SCHOOL DISTRICT OF PHILADELPHIA

STUDENTS PARENTS EDUCATORS EMPLOYEES

*School District of Philadelphia*

**PARENTS**

Username:

Password:

Login

[Forgot Your Password?](#)  
[Register for an Account](#)

**STUDENTS**

Student ID:

Password:

Login

[Forgot Your Password?](#)  
[Register for an Account](#)

**EMPLOYEES**

Username:

Password:

Login

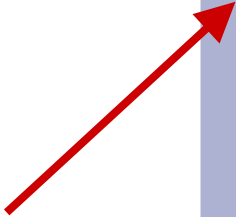
[Forgot Your Password?](#)  
[Help?](#)

Employee Portal for Caitlin Marie Hearn (Teaching And Learning)  
Employee ID: 00000-74449

<b>AntiVirus Download</b>  ?	<b>Clearance Tracking</b>  ?	<b>Compass/XSIS</b>  ?	<b>Contact Info Update</b>  ?
<b>Employee Mutual Match (Closed)</b>  ?	<b>Employee Payroll Information</b>  ?	<b>Information Technology Help Desk</b>  ?	<b>Instructional Management System</b>  ?
<b>Internet Filtering Exception Request</b>  ?	<b>Location Request</b>  ?	<b>Site Selection</b>  ?	<b>Student Information System</b>  ?

Click Account

- HOME
- Change Password
- Security Questions
- Email Settings
- Logout



Email Settings

### Change Your Password

To set or change your password, please complete form below. You must enter your current password, then enter and retype your new password. The password meter will tell how you secure your password is. In order to be valid, your password:

- must have a minimum of **8 characters**
- must have at least **one upper case character**
- must have at least **one lower case character**
- must have at least **one number**
- may contain any of the special characters: ~!#\$%^&\*()
- cannot repeat any character more than 3 times in a row
- cannot contain your own first name, last name or email address
- cannot contain common words, like 'password' or 'admin'
- cannot be a password commonly known to hackers
- cannot be a password you have used before

#### Change Password

Username chearn

Current Password \*

New Password \*  Weak

Confirm New Password \*

Home Sys Info Help Account Logout

Tue - Apr 11, 2017 - 01:14PM You are logged in as: chearn

HOME

Change Password

Security Questions

Email Settings

Logout

### Email Settings

Use this page to choose where you would like to receive your School District of Philadelphia e-mail. You may choose for your e-mail to be delivered to either your Zimbra or your Google Gmail mailbox. Changing this setting will only affect future incoming e-mail, your existing e-mail messages will not be moved between mailboxes. You may only change this setting once per day.

You last changed your email delivery on 7/8/2016

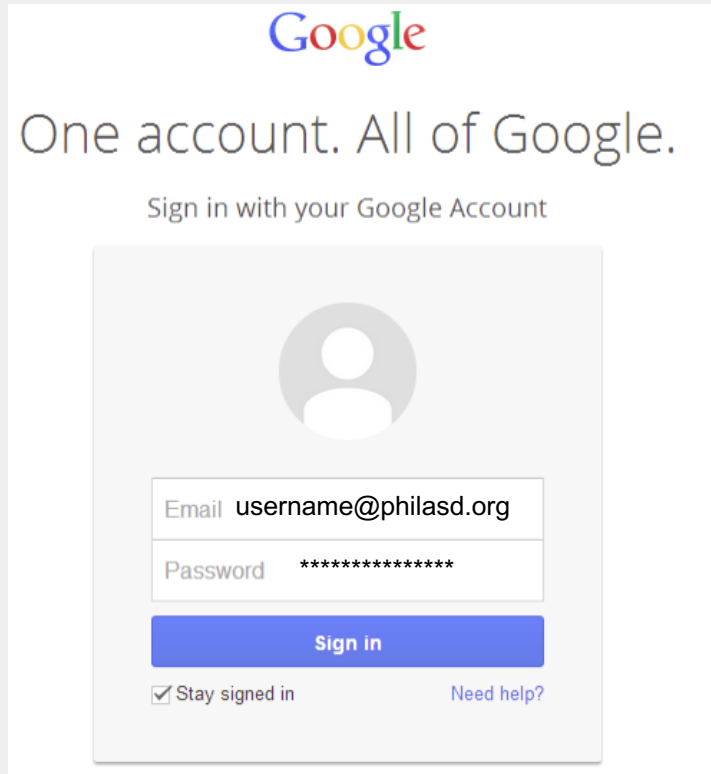
I would like my e-mail delivered to my:  Gmail Mailbox (<https://gmail.google.com>)  
 Zimbra Mailbox (<https://mail.philasd.org>)

Save



Choose One

# Accessing GMail / Google Drive



The image shows a screenshot of the Google sign-in page. At the top is the Google logo. Below it is the text "One account. All of Google." and "Sign in with your Google Account". In the center is a large grey circle representing a profile picture. Below that is a form with two input fields: "Email" containing "username@philasd.org" and "Password" containing "\*\*\*\*\*". A blue "Sign in" button is below the password field. At the bottom left is a checked checkbox for "Stay signed in" and a blue link for "Need help?".

- Access your drive at [drive.google.com](https://drive.google.com)
- Sign in with your full district email address (including @philasd.org) and password

# Accessing your Employee Portal



Enter your Username and Password

**Username:**

**Password:**

[Forgot Your Password?](#)

**LOGIN**

CLEAR

Access to the myPhilaSD Portal is governed by the School District of Philadelphia (<http://www.philasd.org/aup>). Unauthorized use of this system is strictly prohibited.

For security reasons, please quit your web browser when you are finished.

To find login help, [click here](#).

To register for a Parent Portal account, [click here](#).

<p>Advantage Reports</p>  <p>?</p>	<p>AntiVirus Download</p>  <p>?</p>	<p>Clearance Tracking</p>  <p>?</p>	<p>Compass/XSIS</p> 
<p>Contact Info Updates</p> 	<p>Employee Payroll Information</p>  <p>?</p>	<p>Employee Selections</p>  <p>?</p>	<p>Information Technology Help Desk</p>  <p>?</p>
<p>Instructional Management System</p>  <p>?</p>	<p>Internet Filtering Exception Request</p>  <p>?</p>	<p>Job Requisition</p>  <p>?</p>	<p>Location Request</p>  <p>?</p>
<p>Principal Information Board</p>  <p>?</p>	<p>SRC Resolution System</p> 	<p>Site Selection</p>  <p>?</p>	<p>Staffing Management System (SMS)</p>  <p>?</p>
<p>Student Information System</p> 	<p>Summer Program</p>  <p>?</p>	<p>Teacher Information Board</p>  <p>?</p>	<p>Technology Access Request</p>  <p>?</p>

# Information Management Systems

THE SCHOOL DISTRICT OF  
**PHILADELPHIA**

0 Welcome, PAUL! | [Sign Out](#) | [My Account](#) | [Help](#)



**Outreach**  
Collaboration

**School & District Data**  
Reports & Indicators

**Classrooms**  
Rosters, Reports, Planners

**Interventions**  
Plans & Reports

**Educator Development**  
Goals, Performance, PD

Welcome back, PAUL.

**What's New**  
in Schoolnet



# Curriculum Engine

## Learning Links

An online directory of community partners offering timely and relevant resources and opportunities for teachers and students. New entries are added every day. Check back often!

[The Academy of Natural Sciences of Drexel University](#)

[BalletX](#)

[Eastern State Penitentiary](#)

[Fairmount Water Works – Understanding the Urban Watershed](#)

[Historical Society of Pennsylvania](#)

[History Making Productions](#)

[Independence National Historical Park](#)

[Literacy Through the Arts K-8](#)

[Morris Arboretum of the University of Pennsylvania](#)

[National Constitution Center: Founding Freedoms Essay & Playwriting Contest](#)

[National History Day – Philadelphia](#)

## Scope and Sequence

### Curriculum Engine: PA Common Core Scope & Sequence and Resources

PreK-8 Homerooms	PreK	Gr. K	Gr. 1	Gr. 2	Gr. 3	Gr. 4	Gr. 5	Gr. 6	Gr.7	Gr.8
High School	English			Health Education						
	ESL			Internet Safety						
	Mathematics			Library Science						
	Science			Music						
	Social Studies			Physical Education						
	World Languages			TechLiteracy/Computer Science						
				Visual Arts						

## My Classroom

Institution

x.CLOSED SITES

Consulting Teachers 1

Teacher

# Teaching Resources

## CK-12 Foundation



For assistance, contact the CK-12 Helpdesk noon to 8PM EST M-F except U.S. holidays at (650) 353-4619 or support@ck12.org. For self-service support please visit ck12support.zendesk.com. Please see IMS Tutorials for stepper.

[CK-12 Foundation](#)

## IMS, EDS and Gradeboo...

[IMS Tutorials](#) ?

[EDS Tutorials](#)

[Gradebook & Scheduler Tutorials](#)

- [HS Report Card FAQ](#)
  - [Final Grades Quick Guide](#)
  - [K-8 Report Card Mark Change Request Form](#)
  - [Gradebook Video Tutorials](#)
  - [Printing Report Cards](#)
  - [For Gradebook, allow pop-ups! Instructions](#)
- [Report Card & Academic Calendar](#)

## ESOL Language Proficiency Standards

[Language Proficiency Standards for English Language Learners](#) ?

Follow the links below and click the pdf link to access Language Proficiency Standards:

- [Overview/Introduction](#)
- [Language Art Proficiency Standards](#)
- [Mathematics Proficiency Standards](#)
- [Social and Instructional Proficiency Standards](#)

## StudentNet Resources

StudentNet is the District's new online portal for students to view their own academic record and to access high quality resources for planning their paths to graduation and beyond. Central office, regional, and school staff can access all of the tools and resources in the portal by clicking here. ?

Parents/guardians have access as well through a link provided in FamilyNet.

## Sublime Learning



THE SCHOOL DISTRICT OF  
PHILADELPHIA



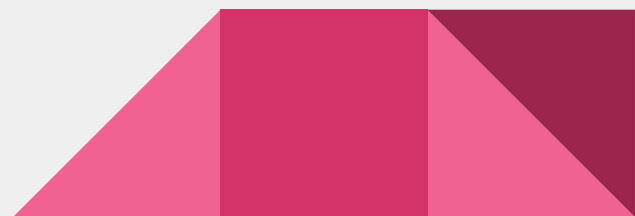
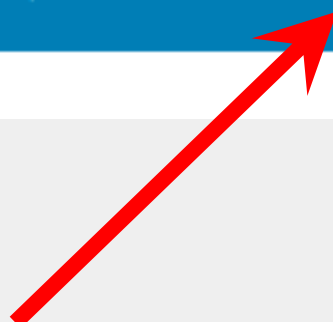
Outreach  
Collaboration

School & District Data  
Reports & Indicators

Classrooms  
Rosters, Reports, Planners

Educator Development  
Goals, Performance, PD

Hover over this section



# All observations, MMs, and PDs are nested here

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-  Outreach  
Collaboration
-  School & District Data  
Reports & Indicators
-  Classrooms  
Rosters, Reports, Planners
-  Educator Development  
Goals, Performance, PD

## Educator D

### My Upcoming Activities

8/30/2016

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### Goals and Latest Observ



### Dashboard

A holistic overview of your professional development

[My Profile](#)



### Tools & Reports

Teacher effectiveness data and analysis

[My Observation](#)

[My Growth planning](#)

[My Multiple Measures Summary](#)

[Self-Reflection](#)

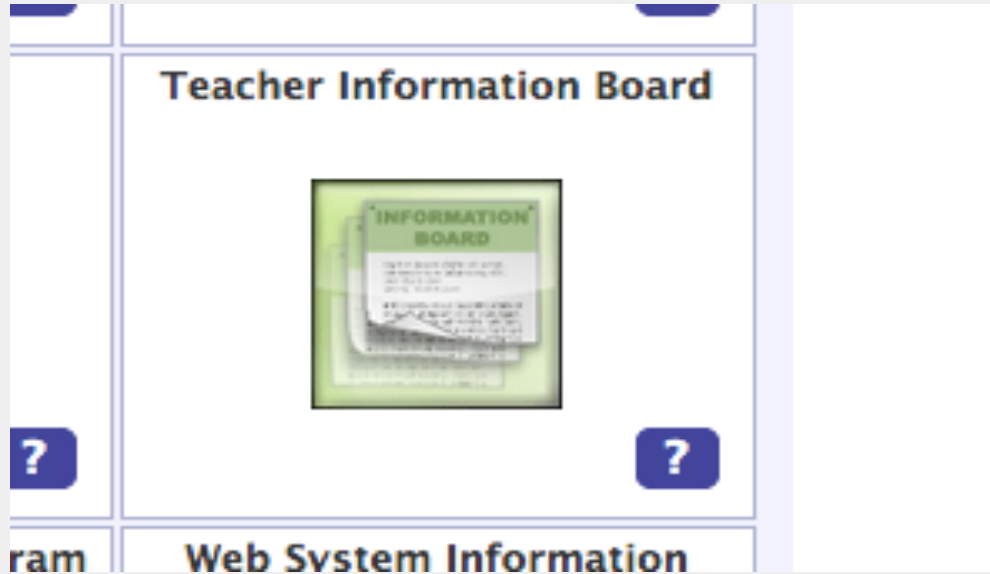


### PD Search

Activities, resources, and calendar



# Teacher Information Board



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04/28/2017

**Important Information for Schools about Netflix's "13 Reasons Why"**

There may be a challenging situation related to suicide prevention with a recent release from Netflix of 13 Reasons Why. This 13-episode series exposes a captivating story to a wide audience about a high school student who ended her own life, leaving behind 13 cassette tapes implicating 13 individuals in her death. The danger of this series, especially for youth, is that this story may get distorted into a sense that suicide is a natural way to end life's struggles. It is nearly certain that many of our students will be talking about this series in school. It is important that schools are armed with appropriate and positive messages to help students struggling with their own emotional response to this series to put the dramatized content into realistic perspective. Dr. Matthew Wintersteen, Co-Chair of Pennsylvania Youth Suicide Prevention Initiative, has provided talking points to help address issues that might arise from 13 Reasons Why. These talking points have been shared with your school counselors and they were asked to share a copy with you. Additional key resources for all include: National Suicide Prevention Lifeline (1-800-273-TALK), Crisis Text Line (text 2HOME2 to 741-741) and youthsuidewarningsigns.org (accurate, up-to-date, empirically-informed warning signs for youth suicide and how you can respond to someone in crisis).

**File Attachment:** [13 Reasons Why Talking Points.pdf](#)

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04/21/2017

**Nominate an All-Pro Teacher**

The Philadelphia Eagles and Axalta Coating Systems are recognizing outstanding (Grades 6-12) teachers in the tri-state area for their contribution to their students, school, and community. The nomination period for 2017 is now open. To nominate a teacher today, visit the link provided.

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04/20/2017

**NUMBER TALKS BOOT CAMP - PD opportunity for K-12 teachers. Dates: 5/6, 5/20 and 6/3.**

This course will prepare you to confidently embed the game-changing mathematical practice known as Number Talks. Whether you are already using Number Talks or have never heard of it, this course will move your practice forward. Pay and Act 48 credits for each hour attended! Contact Diane Messer - dmesser@philasd.org for questions

**File Attachment:** [number talks boot camp flyer Cycle 4.docx](#)

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**Thank You!!!**

**Help Desk & Password Reset**

**215 - 400 - 5555**

**Good Luck!!!**