

Seminar – Second cycle	Training program for external evaluation of educational institution quality
<p style="text-align: center;">Topics</p>	<p>Introductory topic – a review of the first training cycle and introduction to the second cycle</p> <p>Topics:</p> <ol style="list-style-type: none"> 1. Observations from visited classes – homework analysis 2. Use of class observation information in external evaluation of schools 3. Giving feedback to the teacher after class observation 4. Giving feedback to the school management on the visited classes 5. Preparation for class observation 6. Class observation in 4 chosen schools 7. Reflection and summarizing the results on the quality of observed classes 8. Analysis and the usage of the quantitative data on the observed classes 9. Writing the report on the quality of teaching and learning in school <p>Final training activities Homework for participants Evaluation of the second cycle training</p>

Date:

20th, 21st and 22nd March 2012.

Trainers:

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Република Србија
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ПРОЈЕКАТ
ПРУЖАЊЕ
УНАПРЕЂЕНИХ УСЛУГА
НА ЛОКАЛНОМ НИВОУ



Завод за вредновање квалитета
образовања и васпитања



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Materials

Program for the second cycle

Presentations

Materials for group and individual work for the participants

DVD – filmed class

Program for 20th March 2012.

Expected working time: from 9:30 to 17:30

Time	Topics and objectives
09:30 – 10:00	<p>Introductory topic – a review of the first training cycle and introduction to the second cycle</p> <p><i>Objectives:</i></p> <ul style="list-style-type: none"> – <i>Reminder of the topics and activities from the first cycle</i> – <i>Introduction of all the steps in the second cycle to the participants</i> – <i>Participant motivation</i> – <i>Introduction to understanding the new roles and responsibilities in external evaluation of school quality</i>
10:00 – 11:00	<p>Topic: Observations from visited classes – homework analysis</p> <p><i>Objectives:</i></p> <ul style="list-style-type: none"> – <i>Reflection to experience in using the observation form for class observation</i> – <i>Exchange of experience in team agreement on the assessment of visited classes</i> – <i>Overcoming the obstacles in understanding and using standards and quality indicators</i>
	11:00 – 11:15 Coffee brake
11:15–13:00	<p>Topic: Use of class observation information in external evaluation of schools</p> <p><i>Objectives:</i></p> <ul style="list-style-type: none"> - <i>Understanding the role of the evaluators in listing data and their use in external evaluation</i> - <i>Developing knowledge and skills for using the form for class observation</i>
	13:00 – 13:45 Lunch brake
3:45 – 15:35	<p>Topic: Giving feedback to the teacher after class observation</p> <p><i>Objective: Understanding and the preparation for the use of the concept and framework for school quality which contains standards and indicators. Detailed analysis of the national framework for evaluating school quality</i></p>
	15:35 – 15:50 Coffee brake
15:50– 16:50	<p>Topic: Giving feedback to the school management on the visited classes</p> <p><i>Objective: Developing knowledge and skills for giving quality feedback to school management on the visited classes</i></p>
16:50 – 17:35	<p>Topic: Preparation for class observation</p> <p><i>Objectives:</i></p> <ul style="list-style-type: none"> - <i>Detailed introduction to the program of class observation which will be implemented in school</i> - <i>Division of obligations and responsibilities during class observation</i>

Program for 21st March 2012.

Expected working time: from 8:00 to 15:30

Time	Topics and objectives
08:00 – 15:30	<p>CLASS OBSERVATION IN SCHOOL</p> <p>Every training participant should visit 3 school classes. The total of all visited classes of different subjects and grades will be 18.</p> <p><i>Objective:</i></p> <ul style="list-style-type: none">- <i>Developing knowledge and skills for professional evaluation of teaching and learning quality by using the form from the handbook, in accordance with the Regulations on external evaluation on school quality</i> <p>DISCUSSION ON THE VISITED CLASSES AND GIVING FEEDBACK TO SCHOOL MANAGEMENT</p> <p><i>Objective: using knowledge on quality feedback to the management</i></p>

Program for 22nd March 2012.

Expected working time: from 9:00 to 16:30

Time	Topics and objectives
9:00 – 10:15	<p>Topic: Reflection and summarizing the results on the quality of observed classes</p> <p>Objectives:</p> <ul style="list-style-type: none"> - Analyzing feedback with the aim of better understanding the role of external evaluators - Overcoming possible problems in class observation - Developing knowledge and skill for agreeing on the assessment
	10:15 -10:45 Coffee brake
10:45 – 11:45	<p>Topic: Analysis and the usage of the quantitative data on the observed classes</p> <p>Objective: Introducing the framework for e-data analysis of observed classes and the possibilities of use at different levels of assessment</p>
	11:45 – 12:45 Lunch brake
12:45 – 14:30	<p>Topic: Writing the report on the quality of teaching and learning in school</p> <p>Objectives:</p> <ul style="list-style-type: none"> - Setting rules in writing reports on quality of visited classes - Understanding the tasks and principles in writing the report on quality of observed classes -
	14:30 – 15:00 Coffee brake
15:00 – 16:00	<p>Final training activities</p> <ul style="list-style-type: none"> - Summarizing implemented activities <p>Homework for participants</p> <ul style="list-style-type: none"> - Giving homework as a preparation to the third cycle <p>Evaluation of the second cycle training</p> <ul style="list-style-type: none"> - The assessment of the quality of the training program as well as the work of the trainers in the second cycle