***Rigor is NOT a Four-Letter Word* Staff Development Guide**

(Note: As the leader, you should read pp. 163–168 for ideas for facilitating discussion and application of *Rigor* for school improvement and staff development.)

1. Choose one of the following plans for staff development using *Rigor is NOT a Four-Letter Word.*
2. Submit the continuing education approval form (page 2 of this document) to the AACS office.
3. When the approval form is returned to your school, copy it on the back of each teacher's attendance voucher (form is available on the AACS website). Keep a copy in the teacher's personnel file. Submit each teacher's attendance voucher/approval form to the AACS office <u>when submitting the teacher's certification application</u>.

Option 1

1) During in-service week: Introduce the book and complete chapters 1 and 2. Assign teachers to read the chapters and complete the IYT/FI sections. Divide into groups to discuss the IYT/FI. Groups may be by department or grade level or subject areas, or a grouping of new and veteran teachers. Have each group present its findings to the entire faculty.

2) Make one assignment due for staff meeting the second week of school. Example: Report on your application of Ciardiellos Four Techniques of Questioning (p. 23) in your classroom. Give real examples of questions you actually used from each of the four types. State the class and date.

3) Throughout the school year: (This format would probably require 30 minutes during staff meetings devoted to staff development/*Rigor.*)

   A. Assign weekly staff development assignments. Before the meeting each teacher should read and complete a rough draft of the IYT for one strategy weekly. (Example: Week 1 – Chapter 3/Valuing Depth; Week 2 – Ch. 3/Increasing Text Difficulty Week 3 – Ch. 3/Creating Connections). At the weekly meeting, share in groups or departments results.

   B. At the end of each chapter, assign that each teacher implement one of the 5 strategies and report on its implementation (how, when, results). In order to implement the strategy, the teacher will most likely need to expand on the rough draft work done when the strategy was read and discussed during the weekly session. Allow, encourage, and/or require teachers to report on implementation.

   C. When Chapters 3–7 are completed, continue with Chapters 8 and 9, leading your school for implementation as desired.

Option 2

Throughout the year assign a complete chapter every month and have a once-a-month one- to two-hour staff development workshop for discussion and for groups to work on application/plans for that chapter.

Option 3

Schedule half-day staff development workshops, covering one to three chapters each time.

Option 4

Choose just one or two chapters that your school would most benefit from and establish a plan for study of the strategies and implementation and evaluation until those strategies are consistently and effectively applied school-wide.

American Association of Christian Schools
Application for *Rigor is NOT a Four-Letter Word* Staff Development

All of the following must be met. (Check all that apply.)

☐ Every teacher is required to read the chapter(s).
☐ Group discussion of the chapter(s) including IYT/FI.
☐ Application assignments made and completed.

Our school will follow this option (check one):

☐ Option 1
☐ Option 2
☐ Option 3
☐ Option 4

Date(s) and times of activities:

Chapter	Date	Discussion Start/End Times	Total Number of Minutes for Session*
☐ 1			
☐ 2			
☐ 3			
☐ 4			
☐ 5			
☐ 6			
☐ 7			
☐ 8			
☐ 9			
		Total Number of Minutes:	

*The minutes counted for continuing education credit for *Rigor* staff development must be directly related to the study, discussion, and implementation of *Rigor.* Do not count the time used for regular school meetings, such as time spent for announcements. Reading and homework time do not apply.

One hour of instruction is equal to one contact hour. The continuing education credit allowed for *Rigor* is 10 contact hours.

School Name _____ E-mail _____

City _____ State _____ Phone _____

Administrator's Signature_____ Date Request Filed _____

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☐ Continuing education credit granted
☐ Continuing education credit denied   Explanation of denial:

Number of contact hours allowed for activity: _____

Conditions or limitations:

Signature of AACS official_____ Date of Reply_____