**High School Nuts and Bolts**

**Monday, November 24, 2014**

**9:30am – 3pm**

9:30am Welcome (Maria) and Prayer (Sr. Jackie)

9:50am Background to the framework (Maria)

* Who, what, where?

10:00am Mapping of the Curriculum (Maria)

* Review the page diagram of each semester (Freshmen-Juniors)
* One page summaries outline the specific semesters

Textbooks and Guidelines (Sr. Jackie)

* Approved Textbooks (have the textbooks in person)
* Pros and cons of the textbooks
* Expectations on who is to have a textbook and the number of hours they are to be in class

10:30am Using time Wisely in the Classroom (Maria and Sr. Jackie)

* Give out mock class times and various structures
* Vocabulary, review, bell work, etc.

11:00am Using the Textbooks (Maria and Sr. Jackie)

* Looking through the book – what to look for (Summaries, vocabulary, reviews, headings, etc)
* Teach Lesson Planning Essentials
* Each person/parish is given time to plan a lesson

11:35am Get ready for Mass

11:45am Mass

12:30pm Lunch

1:15pm Lesson Planning (Maria and Sr. Jackie)

* Discuss lesson planning
* Expectations of Catechists in regards to lesson planning

2:00pm Available Resources (Maria and Sr. Jackie)

* Online Resources
* Theology of the Body
* Safe Environment
* Confirmation Resources

3:00pm End with Prayer (Sr. Jackie)