



Certificate of Distinction II Training Opportunities

To set goals and develop both professionally and personally

This program is an opportunity to set goals for your professional/personal development and choose classes to help you grow. All classes can be taken through Pinellas County Schools, college courses, or training through professional organizations. You may use training provided by other sources (e.g. Skill Path, PTC etc.), provided they align to your professional/personal goals. If a course is taken outside of the district, a certificate with your name, completion date, training title and the number of hours will be accepted as long as it aligns to your goals.

The first class is located in Professional Learning Network by using the search word cod and meets from 8:00 to 4:00 → **COD II Trio**

You **do not** have to have the COD II Trio class first but it is helpful. COD II courses will apply only after the completion date of COD I.

Leadership Strand:

- Courses to develop excellence that align to your goals
- Advanced courses

Communication Strand

- Diversity training
- Courses to develop communication that align to your goals
- Advanced courses

Technology Strand

- Office 365
- Microsoft online Outlook, Excel, Power point, Word, One Note, etc
- Digital Storytelling
- Education.microsoft.com
- PTC- Clearwater campus has evening Microsoft sessions all school year
- Advanced or college courses – each college hour counts 6 hours for COD
- Specialized equipment courses
- An online course **does not** equal a course for Technology Strand

Most classes available to you will fall under Leadership or Communication. For example, **Bullying** is a class that you could choose under either Leadership or Communication. Limit the use of online CCW classes to 10 or less for COD II.

Let me know if I can help you in any way. We have over 3800 support staff employees who have completed the program so far so chances are you have some valuable resources right at your school or site! Good Luck!

Thank you for your interest in the Certificate of Distinction program. Please read the **Chalk Talk newsletter** that is emailed out to all PCS employees each month for lots of available training opportunities.

Note: Course, time and location are noted PLN. Complete the training assessment survey after you attend to complete the class. Please be on time to all training.

To withdraw yourself from a class prior to: Login to PLN, click on the course tab and look at your courses. Next to the course is a drop down – click on it and choose withdraw

Program Essentials

- COD II Trio 8 points
- Choice of Leadership Class 3 points
- Choice of Technology Class 3 points

Electives that align to your goals

- Leadership Strand 36 points
- Communication Strand 36 points
- Technology Strand 36 points

Volunteering/Outreach

- Connected to PCS 30 hours

152 hours total