

PROFESSIONAL DEVELOPMENT for Educators

Free
Professional
Development for
**New Mexico
Educators**

The Official
AP[®] and Pre-AP[®]
2008–2009 Catalog

Regional Information

SAVE THE DATE!

2009 Southwestern Regional Forum

February 4–6, 2009
Renaissance Oklahoma City
Convention Center and Hotel
Oklahoma City, OK

Workshop Agenda: 1-Day Events

8:00 a.m. - 8:30 a.m.	Registration
8:30 a.m. - 12:00 noon	In Session
12:00 noon - 1:00 p.m.	Lunch (included)
1:00 p.m. - 3:30 p.m.	In Session

Workshop Agenda: 2-Day Events

Day 1: 12:00 noon - 12:30 p.m.	Registration
	Continental Breakfast
Day 1: 12:30 p.m. - 4:45 p.m.	In Session
Day 2: 7:30 a.m. - 8:30 a.m.	Continental Breakfast
Day 2: 8:30 a.m. - 11:30 a.m.	In Session
Day 2: 11:30 a.m. - 12:30 p.m.	Lunch (included)
Day 2: 12:30 p.m. - 3:15 p.m.	In Session

Important Contact Information

The College Board

Southwestern Regional Office
4330 Gaines Ranch Loop
Suite 200
Austin, TX 78735-6735

Registration Information

Phone: 800 787-7477, ext. 2
Fax: 866 549-6810

Regional Information

Phone: 512 721-1800
Fax: 512 721-1841

To arrange private workshops for your school or district, please contact your College Board regional office.

New Mexico Offerings At a Glance

Workshops for Administrators

Pre-AP® Instructional Leadership Strategies — Promoting Excellence and Equity

This workshop is designed for administrators, counselors, and teachers interested in examining issues related to the development of instructional programs that reflect excellence and equity. The activities and discussions in this workshop are designed to help participants identify excellence and equity concepts that apply to all subject areas and further prepare students for AP® courses. At the end of the workshop, participants will understand how to create high-achievement classrooms accessible to all students and make curricular decisions to increase student achievement and access to AP courses.

Subject Code: ILEE

State	City	Date	Location	Registration Deadline
NM	Albuquerque	1/14/2009	Hyatt Regency Albuquerque Hotel	12/31/2008

Pre-AP Instructional Leadership Strategies — Using Data to Improve Student Preparation

This workshop is designed for administrators, counselors, and teachers interested in collecting, organizing, analyzing, and using data for continuing school improvement and creating access to AP courses for all students. At the end of the workshop, participants will understand how to use data effectively to make placement and curricular decisions. Topics addressed include: destroying achievement myths, using data to close achievement gaps, disaggregating data, and assessing policies and practices.

Subject Code: ILUD

State	City	Date	Location	Registration Deadline
NM	Albuquerque	1/14/2009	Hyatt Regency Albuquerque Hotel	12/31/2008

Pre-AP Instructional Leadership Through AP Vertical Teams®

This workshop is designed for secondary instructional leaders: school board members, superintendents, principals, central office staff, and counselors. Participants learn how Pre-AP® professional development, specifically AP Vertical Teams®, can be used to create a system that challenges all students to perform at rigorous academic levels. Participants will be able to include Pre-AP professional development and AP Vertical Teams in school development plans; organize and develop support systems for AP Vertical Teams; and evaluate the impact of AP Vertical Teams on school improvement.

Subject Code: ILVT

State	City	Date	Location	Registration Deadline
NM	Albuquerque	1/14/2009	Hyatt Regency Albuquerque Hotel	12/31/2008

Workshop for Counselors

ABCs of College Counseling

Counselor workshops from the College Board touch on a variety of topics related to College Board programs and services, college and financial aid advising, and legal and ethical issues in the counseling profession. Workshop participants learn techniques and best practices for counseling and engage in discussion with peers.

Subject Code: CNABC

State	City	Date	Location	Registration Deadline
NM	Albuquerque	1/14/2009	Hyatt Regency Albuquerque Hotel	12/31/2008

1 All 1-Day events run from 8:00 a.m. until approximately 3:30 p.m.

2 All 2-Day events begin on Day 1 with registration from 12:00 noon until 12:30 p.m.
Please review the agenda located on page 2 for the full schedule.

Workshops for Coordinators

Organizing Your AP Exam Administration

AP Coordinator workshops have been expanded to a full-day format. These free workshops are designed to help new and less experienced Coordinators learn how to effectively and successfully manage their school's AP program.

This workshop provides participants the chance to exchange best practices and learn new ways to handle an AP Coordinator's responsibilities. Participants are encouraged to bring and share templates or other materials they use to help organize their programs.

Participants will learn how to:

- Order AP Exams
- Conduct preadministration sessions
- Train proctors
- Arrange off-site testing
- Administer exams to students with disabilities
- Navigate the AP Course Audit
- Administer exams that require audio or visual equipment
- Maintain exam security
- Arrange late testing
- Handle irregularities and disruptions
- Return AP Exams and generate an invoice.

Subject Code: ADMINC				
State	City	Date	Location	Registration Deadline
NM	Albuquerque	1/14/2009	Hyatt Regency Albuquerque Hotel	12/31/2008
	Las Cruces	2/11/2009	Hotel Encanto de Las Cruces	1/28/2009

Workshops for Teachers

AP Course Audit Workshops

As part of the AP Course Audit, each AP teacher submits an electronic copy of his or her syllabus outlining the course of study to be followed for the academic year. All courses labeled "AP" should include or exceed the topics, skills, materials, and instructional practices colleges and universities have identified as essential to the corresponding college course. These essential elements provide consistency to AP courses and appear as the "Curricular Requirements" on each subject-specific AP Course Audit form. This one-day workshop will review syllabus preparation guidelines, curricular requirements, and resource requirements. The workshop will also address AP course descriptions, examine the framework of content-specific skills and strategies, and begin the first draft of the AP course syllabus.

Subject Code: AUDIT				
State	City	Date	Location	Registration Deadline
NM	Albuquerque	11/12/2008	Hyatt Regency Albuquerque Hotel	10/29/2008
	Las Cruces	2/18/2009	Hotel Encanto de Las Cruces	2/4/2009

New Mexico Offerings At a Glance

AP[®] Assessment

This workshop will be led by an experienced Reader, Question Leader, or Chief Reader. Workshops will offer beginning and experienced AP teachers the opportunity to work closely with a Reader to create AP-level multiple-choice questions, free-response questions, and assessment rubrics. In addition, participants will apply the most recent AP Exam rubrics to actual student free-response samples.

Biology

Subject Code: BIOL				
State	City	Date	Location	Registration Deadline
NM	Albuquerque	3/4/2009	Hyatt Regency Albuquerque Hotel	2/18/2009

Calculus AB

Subject Code: CALCAB				
State	City	Date	Location	Registration Deadline
NM	Albuquerque	3/4/2009	Hyatt Regency Albuquerque Hotel	2/18/2009
	Las Cruces	3/11/2009	Hotel Encanto de Las Cruces	2/25/2009

English Language and Composition

Subject Code: ENGLLN				
State	City	Date	Location	Registration Deadline
NM	Albuquerque	3/4/2009	Hyatt Regency Albuquerque Hotel	2/18/2009
	Las Cruces	3/11/2009	Hotel Encanto de Las Cruces	2/25/2009

English Literature and Composition

Subject Code: ENGLLI				
State	City	Date	Location	Registration Deadline
NM	Albuquerque	3/4/2009	Hyatt Regency Albuquerque Hotel	2/18/2009
	Las Cruces	3/11/2009	Hotel Encanto de Las Cruces	2/25/2009

Government & Politics – United States

Subject Code: GOVTUS				
State	City	Date	Location	Registration Deadline
NM	Albuquerque	3/4/2009	Hyatt Regency Albuquerque Hotel	2/18/2009

History – United States

Subject Code: HISTUS				
State	City	Date	Location	Registration Deadline
NM	Las Cruces	3/11/2009	Hotel Encanto de Las Cruces	2/25/2009

Spanish Language

Subject Code: SPANLN				
State	City	Date	Location	Registration Deadline
NM	Las Cruces	3/11/2009	Hotel Encanto de Las Cruces	2/25/2009

- 1 All 1-Day events run from 8:00 a.m. until approximately 3:30 p.m.
- 2 All 2-Day events begin on Day 1 with registration from 12:00 noon until 12:30 p.m.
Please review the agenda located on page 2 for the full schedule.

Two-day Conference Style Events

The New Mexico two-day AP/Pre-AP conferences will feature engaging presenters who are familiar with Pre-AP strategies, AP curriculum development and instruction, and the scoring of the free-response section of the exams.

AP sessions offer AP teachers the opportunity to explore content-related topics in great depth and to participate in a professional exchange of ideas and practices. Each conference offers concurrent sessions on a variety of topics, including presentations on beginning an AP course, developing a syllabus, scoring free-response questions, and specific ideas and lessons that can be included in the classroom. Pre-AP strategy sessions are designed to equip middle and high school teachers with the strategies and tools they need to engage their students in active, high-level learning, thereby ensuring that all students develop the skills, habits of mind, and concepts they need to succeed in college.

The strategies and techniques that will be shared during the two days were developed and tested in classrooms by endorsed consultants leading the sessions. Participants will leave with lessons that can immediately be implemented in professional practice and a clear understanding of curriculum development in the specialty covered in the workshop...

Mathematics & Science Conference				
State	City	Date	Location	Registration Deadline
NM	Albuquerque	2/13/2009	Hyatt Regency Albuquerque Hotel	1/30/2009
Subjects Offered			Subject Code for the Registration Form	
AP Biology			BIOL	
AP Calculus AB			CALCAB	
AP Chemistry			CHEM	
AP Physics			PHYS	
Pre-AP: Strategies for High School Biology			BIOL-H	
Pre-AP: Strategies for High School Chemistry			CHEM-H	
Pre-AP: Strategies for High School Mathematics			MATH-H	
Pre-AP: Strategies for Middle School Mathematics			MATH-M	
Pre-AP: Strategies for Middle School Science			SCI-M	

Humanities Conference				
State	City	Date	Location	Registration Deadline
NM	Albuquerque	11/14/2008	Hyatt Regency Albuquerque Hotel	10/31/2008
Subjects Offered			Subject Code for the Registration Form	
AP English Language			ENGLLN	
AP English Literature			ENGLLI	
AP Government & Politics – United States			GOVTUS	
AP History – United States			HISTUS	
AP History – World			HISTW	
AP Spanish Language			SPANLN	
Pre-AP: Strategies for High School English			ENGL-H	
Pre-AP: Strategies for Middle School English			ENGL-M	
Pre-AP: Strategies for Middle School United States History			HISTUS-M	

Registration Information

Tips for Ensuring Your Space in the Workshop

- Fill out your registration form completely.
- Register early—sessions fill up quickly, space is limited, and registrations are on a first-come, first-served basis.
- Need to change your registration? No problem. Simply fax your written changes 14 days prior to the workshop to 866 549-6810.
- If participant does not register by the registration deadline, space and materials may not be available.

When we receive your registration, we'll e-mail you a confirmation notice. Please bring it with you. If you don't receive this notice within two weeks of the session date, please call 800 787-7477, ext. 2.

Two Easy Ways to Register

To participate in a College Board workshop, you must register by the registration deadline for the workshop you plan to attend (see pages 6–9).

All registrations will be acknowledged via e-mail. This correspondence will include a confirmation letter and directions to the meeting. The confirmation should be brought to the workshop. If you do not receive a confirmation two weeks before the conference, please call 800 787-7477, ext. 2. All changes in registration must be made in writing via e-mail or fax to the College Board.

Complete all the requested information on the registration form. Fill in the appropriate subject code for the event you would like to attend.

1. By Mail—simply mail your registration form with payment to:

The College Board- New Mexico Workshops
P.O. Box 234093
Ansonia Station
New York, NY 10023-9424

2. By Fax—fax your registration form to 866 549-6810.

We regret that we're unable to accept registrations on the day of the event.

Cancellation Policy

If you must cancel, please provide in writing via e-mail (workshopreg@collegeboard.org) or fax 866 549-6810 at least five business days prior to the event. If you do not cancel, your school/district will be contacted by the New Mexico State Department of Education.

The College Board reserves the right to cancel sessions with fewer than 15 registrants or substitute session topics and presenters without notice. In the event a session must be canceled, we will notify you by e-mail or phone. In the event of cancellation, the College Board is not responsible for refunds of travel arrangements.



Registration Form **Professional Development for Educators**

Complete the following information, and fill in the subject code for the session you wish to attend. **For additional registrants, please duplicate this form and ask each registrant to fill out a separate form.** No on-site registrations will be accepted. Be sure to retain a copy for your records. **Questions: Call 800 787-7477, ext. 2, or e-mail workshopreg@collegeboard.org.** **Mail:** The College Board - New Mexico Workshops, P.O. Box 234093, Ansonia Station, New York, NY 10023-9424, **Fax:** 866 549-6810.

Mr. Ms. Mrs. Dr. First: _____ Last: _____

Title: _____ School: _____

Institution Address: _____ City: _____ State: _____ Zip: _____

Home Address: _____ City: _____ State: _____ Zip: _____

School Telephone: () _____ Home Telephone: () _____ Fax: () _____

Preferred E-mail Address: _____

**Check workshop listings on pages 6–9 for subject codes.
Enter the subject code in the appropriate column below.**

	State	City	Workshop Location	Subject Code	Start Date	Reg. Deadline
Example 1	NM	Sample City	Sample Location	BIOL-E	11/11/2008	10/28/2008
	NM	Albuquerque	Hyatt Regency Albuquerque Hotel		11/12/2008	10/29/2008
					11/14/2008	10/31/2008
					1/14/2009	12/31/2008
					2/13/2009	1/30/2009
					3/4/2009	2/18/2009
		Las Cruces	Hotel Encanto de Las Cruces		2/11/2009	1/28/2009
					2/18/2009	2/4/2009
					3/11/2009	2/25/2009

The College Board frequently records images from its meetings, conferences and forums, and related events. By registering, you grant us the right to photograph and/or tape-record (audio and/or video) your image and make use of it in our publications, materials, and Web site.

Do not send me information and news regarding College Board services, products, and other offers via e-mail.