



www.pittsburg.k12.ca.us

A Tour of Tools and Resources

NEW TEACHER ORIENTATION

AUGUST 15, 2014

www.pittsburg.k12.ca.us

SITE MANAGER MY ACCOUNT MYVIEW MY PASSKEYS Select a School Translate this page

HOME DISTRICT PORTALS EVENTS EMAIL

PITTSBURG UNIFIED SCHOOL DISTRICT

Congratulations to the over 175+ middle graders who completed the Summer Math Institute at Los Medanos Community College!



HOME OUR DISTRICT ADMINISTRATION DEPARTMENTS EMPLOYMENT PROGRAMS & SERVICES COMMUNITY FOR STAFF

QUICK LINKS

- ▶ Student Registration
- ▶ School Directory
- ▶ Board Meetings
- ▶ Board Policies
- ▶ Home Connection
- ▶ How do I volunteer?
- ▶ Work Permits
- ▶ Student Records
- ▶ Job Opportunities
- ▶ Facility Rentals
- ▶ Meal Application
- ▶ Technology Helpdesk

[FOLLOW](#)

2014 FREE SUMMER MEAL LOCATIONS

FREE SUMMER MEAL LOCATIONS

COMMUNITY INPUT

LCAP/LCFF

PUSD LATEST NEWS

After School Program Registration
Registration is limited and programs will close. Please come early – first there – first in!

PRESS RELEASE Appointment of New Superintendent
The Pittsburg Unified School District Board of Trustees is delighted to announce that a finalist for the position of Superintendent of Pittsburg Unified School District has been identified...

NEW for 2014 – 2015 School Year
Staff Meeting days will now be on Wednesdays for all schools. What that means to parents is that shortened days are now on Wednesdays.

Climate Survey 2014
As an employee, parent/guardian, or student in Pittsburg Unified, you are being asked to complete a short survey to be used as an indicator of the current climate across the district. The climate is available for parents in either English or Spanish.

Contra Costa County announces Teachers of the Year finalists
Liz Lanfrank from MLK/DHS announced as one of four educators that have been named finalists for 2014-2015 County Teacher of the Year.

ANNOUNCEMENTS



UPCOMING EVENTS

Aug 12	9:00 AM - 6:00 PM After School Program Registration
Aug 13	3:00 PM - 6:30 PM After School Program Registration
Aug 13	7:30 PM - 10:00 PM School Board Meeting
Aug 14	8:30 AM - 11:30 AM Mathematical Practices & Frameworks for Grades TK-2
Aug 14	8:30 AM - 11:30 AM Opinion Writing K-5 August Workshop
Aug 14	1:00 PM - 4:00 PM Mathematical Practices & Frameworks for Grades 3-5
Aug 14	1:00 PM - 4:00 PM Opinion Writing K-5 August Workshop
Aug 15	7:30 AM - 2:30 PM New Teacher Orientation
Aug 18	Teachers Report to Work
Aug 19	Mandatory Staff Development Day

[View Calendar](#)

Overview

- ▶ New Teacher Orientation
- ▶ Calendars
- ▶ Portals
- ▶ Outlook Web Access
- ▶ PUSD Spam & Virus Filter
- ▶ Teacher Resources
- ▶ Teacher Share
- ▶ Instructional Resources
- ▶ Pittsburg Learning Model
- ▶ Behavioral Learning Model
- ▶ Frequently Asked Questions

Friendly Names

Friendly Names are added right after the web address and begin with a “/” so you can go directly to a page.

For example: www.pittsburg.k12.ca.us/nto

- ▶ New Teacher Orientation - /nto
- ▶ Calendars - /districtcalendar
- ▶ Portals - /portals
- ▶ Outlook Web Access - /owa

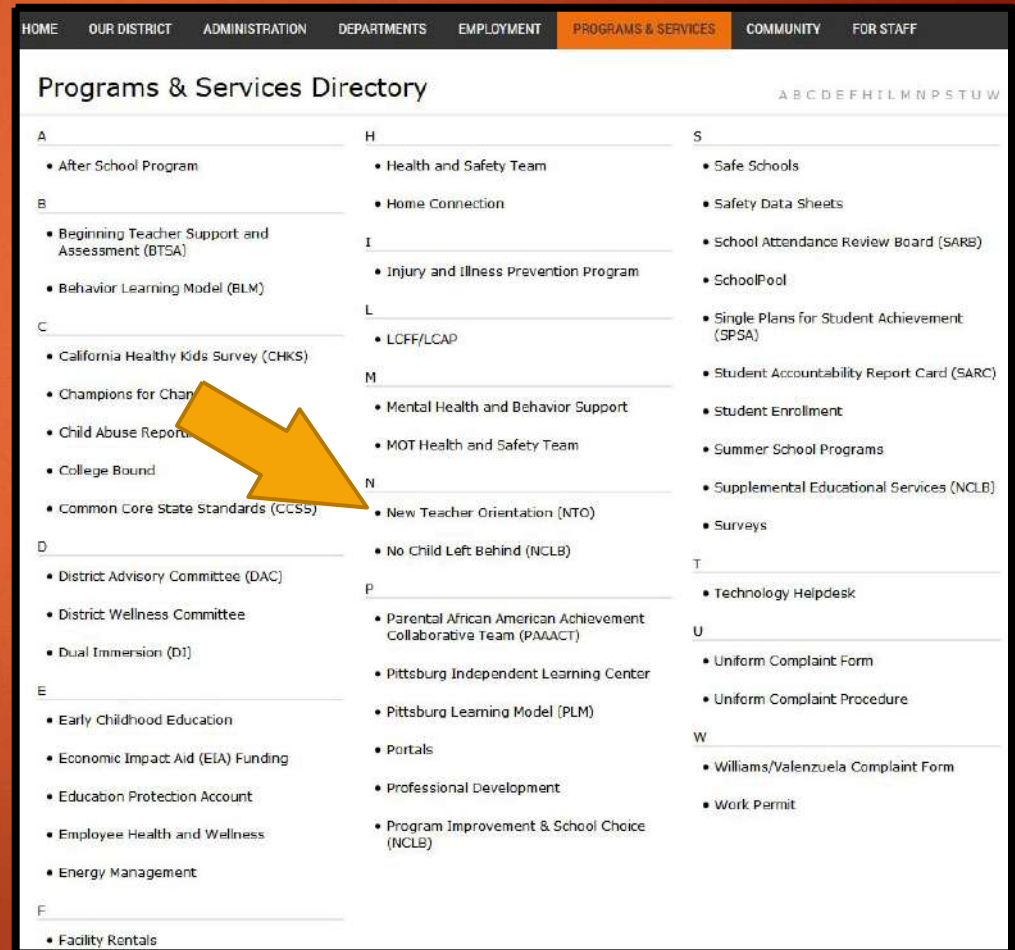
Friendly Names

- ▶ Teacher Resources - /teacherresources
- ▶ Teacher Share - /teachershare
- ▶ Instructional Resources - /instructionalresources
- ▶ Pittsburg Learning Model - /plm
- ▶ Behavioral Learning Model - /blm

New Teacher Orientation /nto

NTO is meant to supplement your hard work today.

Found under
“Programs & Services”



The screenshot shows a website navigation menu with the following items: HOME, OUR DISTRICT, ADMINISTRATION, DEPARTMENTS, EMPLOYMENT, PROGRAMS & SERVICES (highlighted in orange), COMMUNITY, and FOR STAFF. Below the menu is the 'Programs & Services Directory' page, which is organized alphabetically from A to W. A yellow arrow points to the 'New Teacher Orientation (NTO)' link under the 'N' section.

A	H	S
<ul style="list-style-type: none">• After School Program	<ul style="list-style-type: none">• Health and Safety Team	<ul style="list-style-type: none">• Safe Schools
B	<ul style="list-style-type: none">• Home Connection	<ul style="list-style-type: none">• Safety Data Sheets
<ul style="list-style-type: none">• Beginning Teacher Support and Assessment (BTSA)• Behavior Learning Model (BLM)	I	<ul style="list-style-type: none">• School Attendance Review Board (SARB)
C	<ul style="list-style-type: none">• Injury and Illness Prevention Program	<ul style="list-style-type: none">• SchoolPool
<ul style="list-style-type: none">• California Healthy Kids Survey (CHKS)	L	<ul style="list-style-type: none">• Single Plans for Student Achievement (SPSA)
<ul style="list-style-type: none">• Champions for Change	<ul style="list-style-type: none">• LCFF/LCAP	<ul style="list-style-type: none">• Student Accountability Report Card (SARC)
<ul style="list-style-type: none">• Child Abuse Reporting	M	<ul style="list-style-type: none">• Student Enrollment
<ul style="list-style-type: none">• College Bound	<ul style="list-style-type: none">• Mental Health and Behavior Support	<ul style="list-style-type: none">• Summer School Programs
<ul style="list-style-type: none">• Common Core State Standards (CCSS)	<ul style="list-style-type: none">• MOT Health and Safety Team	<ul style="list-style-type: none">• Supplemental Educational Services (NCLB)
D	N	<ul style="list-style-type: none">• Surveys
<ul style="list-style-type: none">• District Advisory Committee (DAC)	<ul style="list-style-type: none">• New Teacher Orientation (NTO)	T
<ul style="list-style-type: none">• District Wellness Committee	<ul style="list-style-type: none">• No Child Left Behind (NCLB)	<ul style="list-style-type: none">• Technology Helpdesk
<ul style="list-style-type: none">• Dual Immersion (DI)	P	U
E	<ul style="list-style-type: none">• Parental African American Achievement Collaborative Team (PAAACT)	<ul style="list-style-type: none">• Uniform Complaint Form
<ul style="list-style-type: none">• Early Childhood Education	<ul style="list-style-type: none">• Pittsburg Independent Learning Center	<ul style="list-style-type: none">• Uniform Complaint Procedure
<ul style="list-style-type: none">• Economic Impact Aid (EIA) Funding	<ul style="list-style-type: none">• Pittsburg Learning Model (PLM)	W
<ul style="list-style-type: none">• Education Protection Account	Portals	<ul style="list-style-type: none">• Williams/Valenzuela Complaint Form
<ul style="list-style-type: none">• Employee Health and Wellness	<ul style="list-style-type: none">• Professional Development	<ul style="list-style-type: none">• Work Permit
<ul style="list-style-type: none">• Energy Management	<ul style="list-style-type: none">• Program Improvement & School Choice (NCLB)	
F		
<ul style="list-style-type: none">• Facility Rentals		

New Teacher Orientation

/nto

Contains information from this event for your reference

Plus, contact numbers, links and presentations from today

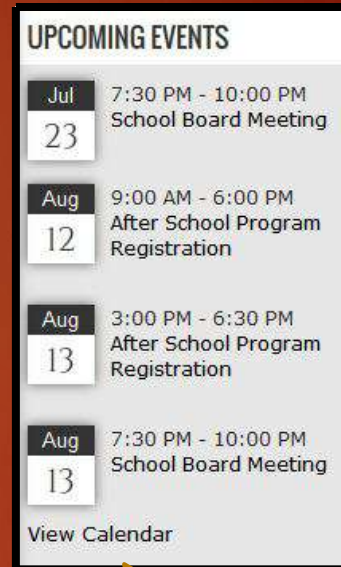
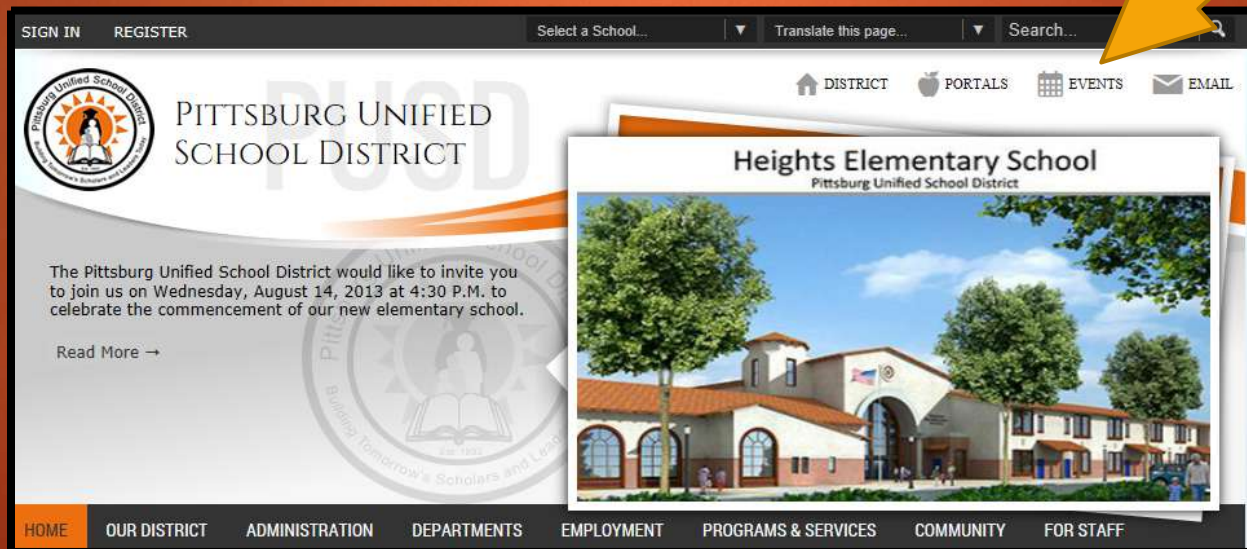


Calendars

/districtcalendar

The two easiest and most convenient methods to access the webpage are:

1. Click on "EVENTS" to access your sites main calendar
2. Click on "View Calendar" at the bottom of any "UPCOMING EVENTS"

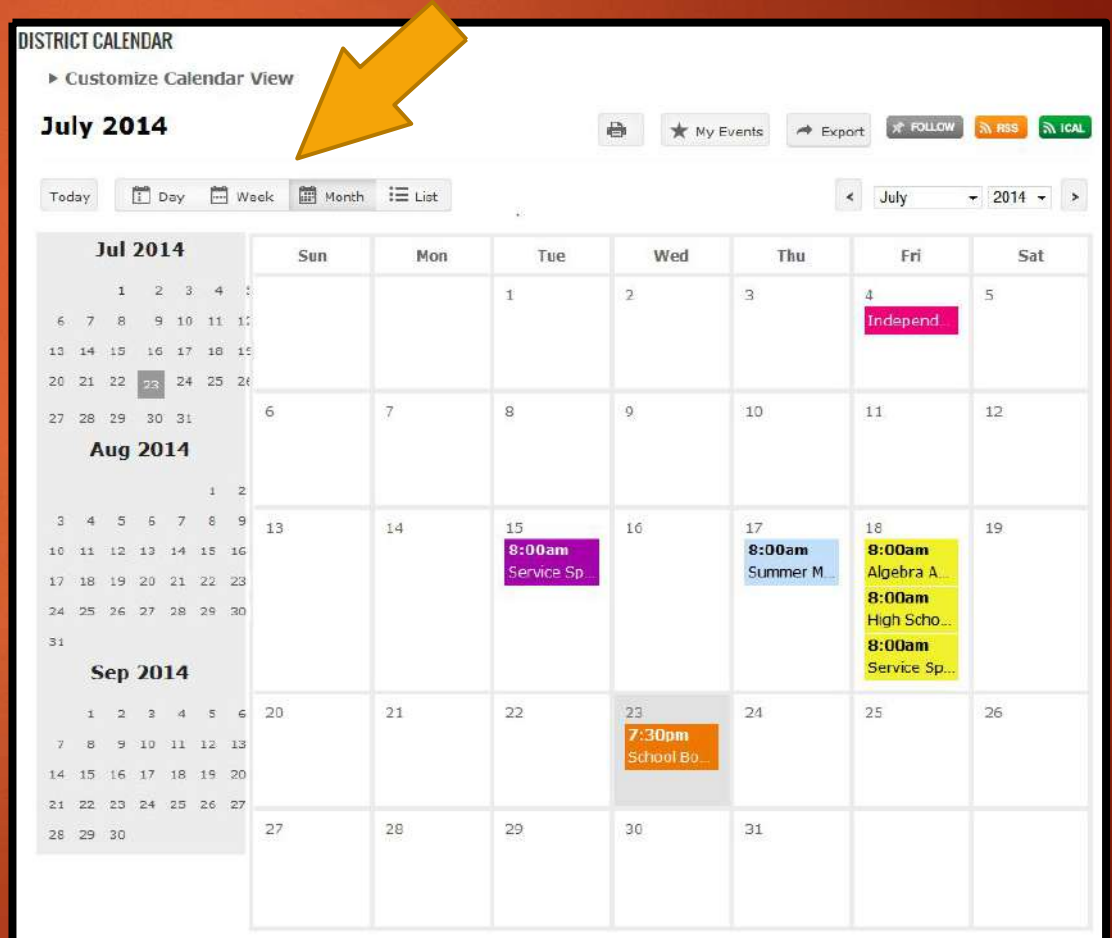


Calendars

/districtcalendar

The “Calendar” has multiple views similar to your email’s calendar:

- ▶ Day
- ▶ Week
- ▶ Month
- ▶ List



DISTRICT CALENDAR

▶ Customize Calendar View

July 2014

Today Day Week **Month** List

July 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4 Independ...	5
6	7	8	9	10	11	12
13	14	15 8:00am Service Sp	16	17 8:00am Summer M...	18 8:00am Algebra A... 8:00am High Scho... 8:00am Service Sp...	19
20	21	22	23 7:30pm School B0...	24	25	26
27	28	29	30	31		

Aug 2014

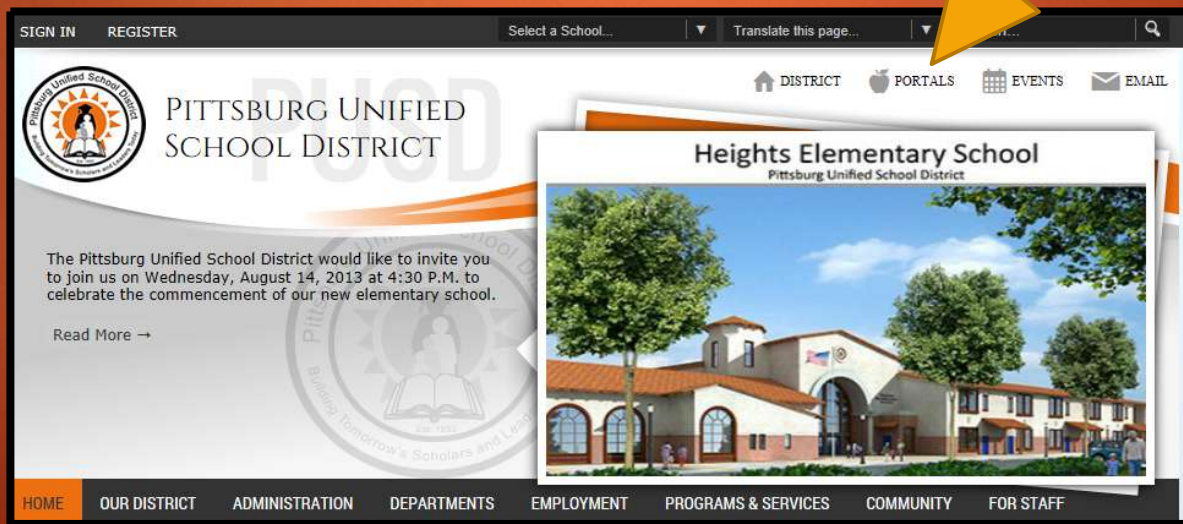
Sep 2014

My Events Export FOLLOW RSS iCAL

Portals

/portals

Portals are in the cloud or internal websites that are used by Pittsburg Unified School District to access tools and Resources.



Portals

/portals



Internet Resources

It is separated into Parent and Employee pages.

A few of the Employee resources are listed below:

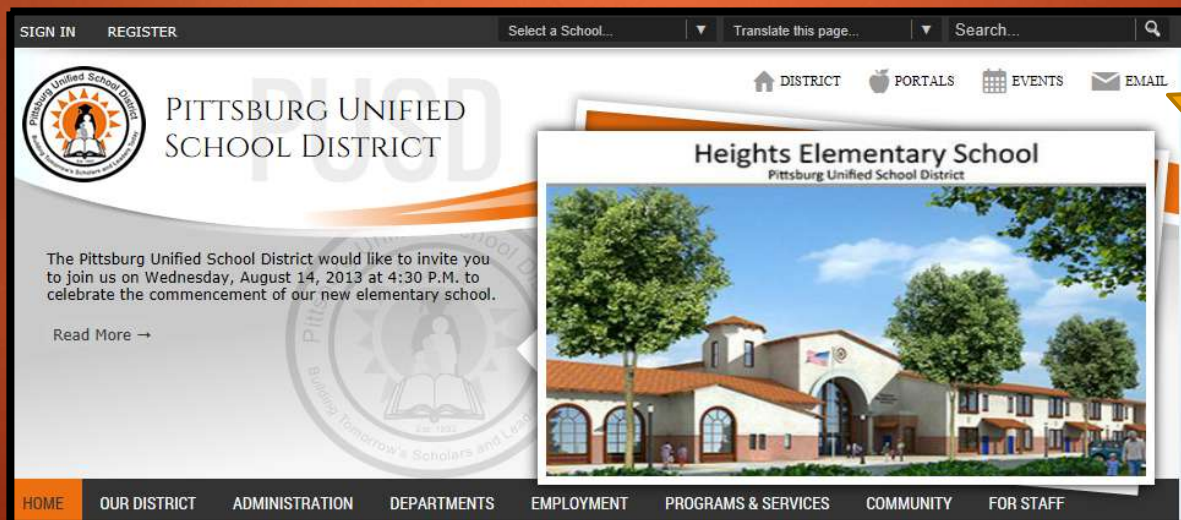
- ▶ Outlook Web Access
- ▶ Aeries Gradebook
- ▶ Aeries Browser Interface
- ▶ Technology Helpdesk

Outlook Web Access

/owa

The two easiest and most convenient methods to access the webpage are:

1. Go straight to the website URL:
<https://mail.pittsburg.k12.ca.us/owa>
2. Click on the “Email” icon in the upper right hand corner of any school or district home page



Outlook Web Access

/owa

That will bring you to the Office Outlook Web Access home page.

Log in using your network user account and password.

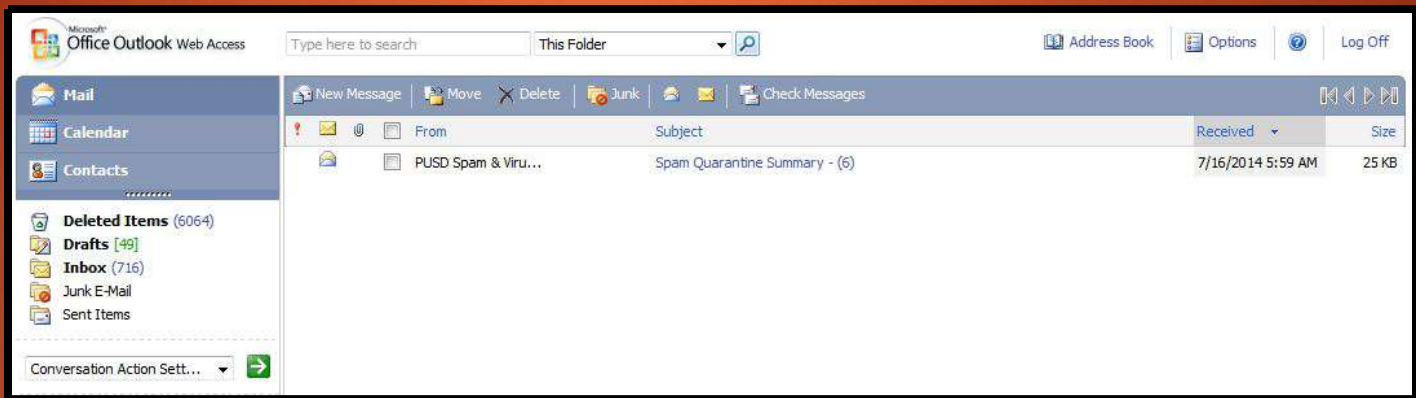


The screenshot shows the Microsoft Office Outlook Web Access login interface. At the top, the Microsoft logo and the text "Office Outlook Web Access" are displayed. Below this, there is a "Security" section with a link to "show explanation". It contains three radio button options: "This is a public or shared computer" (selected), "This is a private computer", and "Use Outlook Web Access Light" (checked). Below the security options are two input fields: "User name:" containing the text "cstuart" and "Password:" containing a series of dots. A "Log On" button is positioned to the right of the password field. At the bottom, there is a status bar indicating "Connected to Microsoft Exchange" and "© 2007 Microsoft Corporation. All rights reserved."

Outlook Web Access

/owa

This opens your PUSD mailbox



► Limits:

- Can send attachments up to 50 MB in size
- 2.0 GB mailbox maximum size

PUSD Spam & Virus Filter

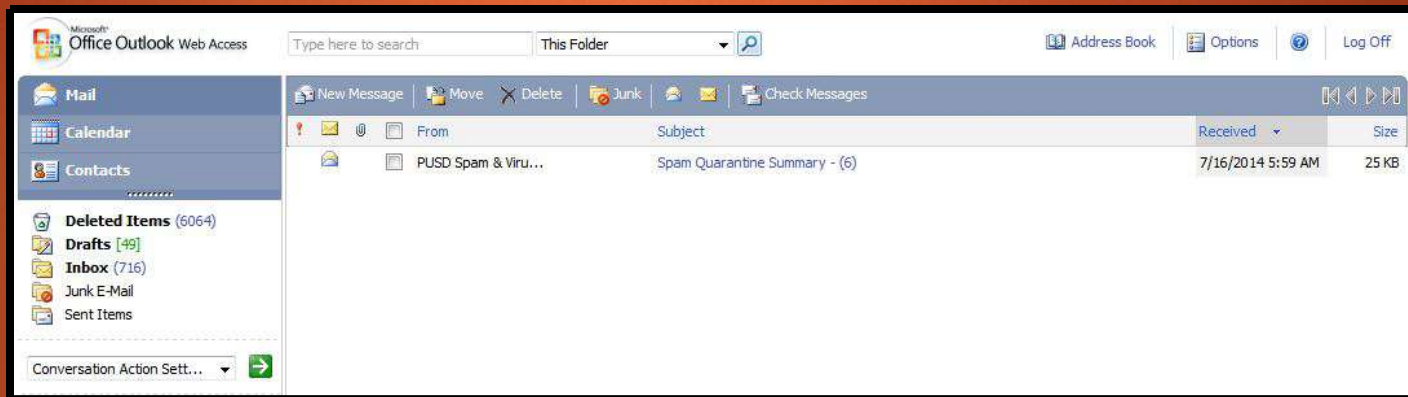


PUSD Spam filter:

- ▶ Provided by *Barracuda*
- ▶ Average emails received and processed per day - **27,000**
- ▶ Percentage of email that is blocked – **95%**

PUSD Spam & Virus Filter

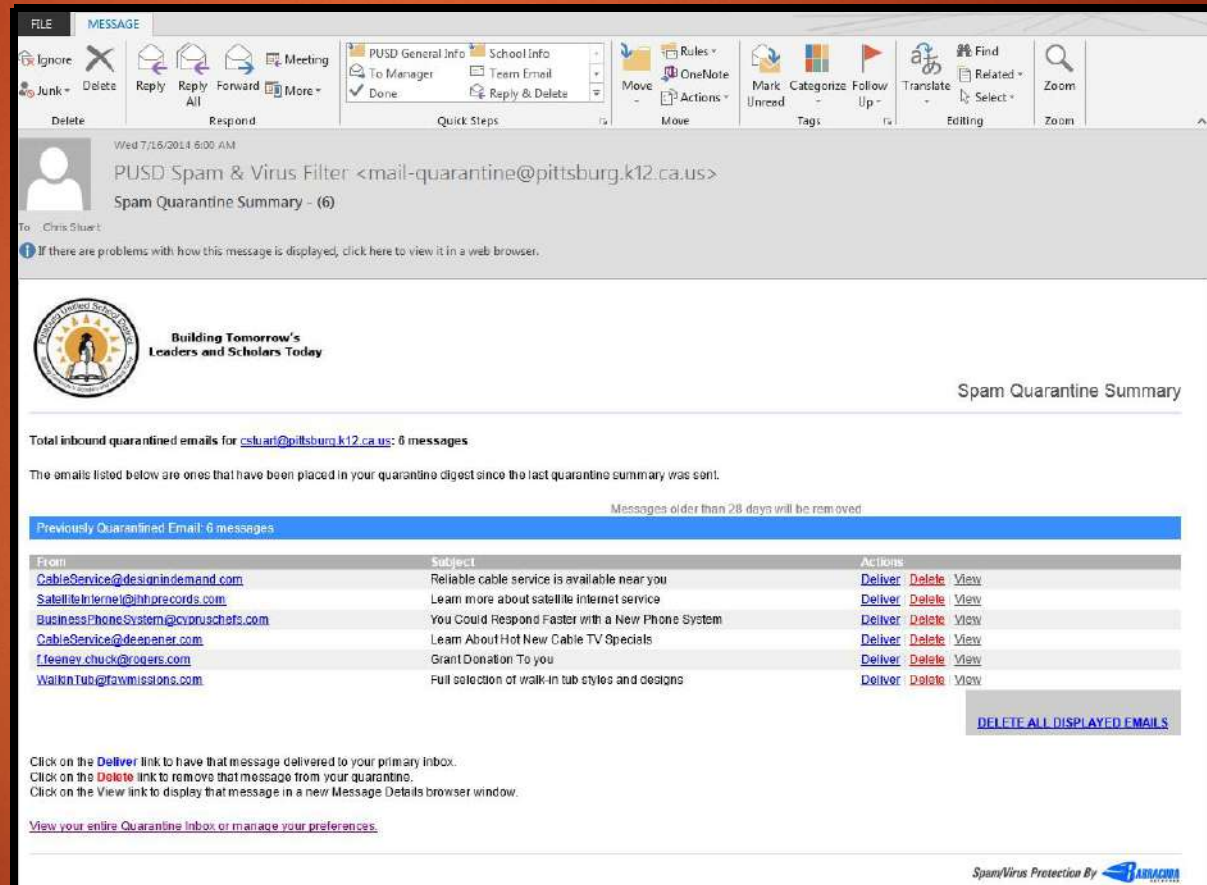
- ▶ Spam Quarantine Summary's are set to deliver on a daily basis



- ▶ If you don't receive one then you did not receive an email that requires a check

PUSD Spam & Virus Filter

Example:



The screenshot shows an Outlook window with a message titled "PUSD Spam & Virus Filter <mail-quarantine@pittsburg.k12.ca.us>". The subject is "Spam Quarantine Summary - (6)". The sender is "Chris Skuett". A note indicates that if there are problems with the message display, the user can view it in a web browser.

The main content of the email is a "Spam Quarantine Summary" from PUSD. It includes the PUSD logo and the tagline "Building Tomorrow's Leaders and Scholars Today". The summary states that there are 6 inbound quarantined emails for the user's account. It lists the following previously quarantined emails:

From	Subject	Actions
CableService@designindemand.com	Reliable cable service is available near you	Deliver Delete View
SatelliteInternet@hprecs.com	Learn more about satellite internet service	Deliver Delete View
BusinessPhoneSystem@cvpuschefs.com	You Could Respond Faster with a New Phone System	Deliver Delete View
CableService@deapaner.com	Learn About Hot New Cable TV Specials	Deliver Delete View
f.feanev.chuck@rogers.com	Grant Donation To you	Deliver Delete View
WalkInTub@fawmestons.com	Full selection of walk-in tub styles and designs	Deliver Delete View

At the bottom right of the table area, there is a button labeled "DELETE ALL DISPLAYED EMAILS".

Below the table, there are instructions: "Click on the [Deliver](#) link to have that message delivered to your primary inbox. Click on the [Delete](#) link to remove that message from your quarantine. Click on the [View](#) link to display that message in a new Message Details browser window." There is also a link to "View your entire Quarantine Inbox or manage your preferences."

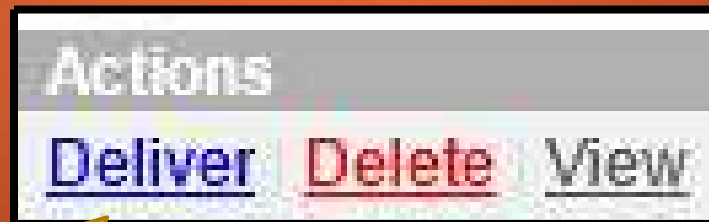
The footer of the email includes "Spam/Virus Protection By" followed by the Avast logo.

PUSD Spam & Virus Filter



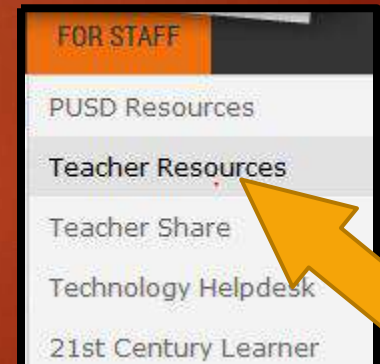
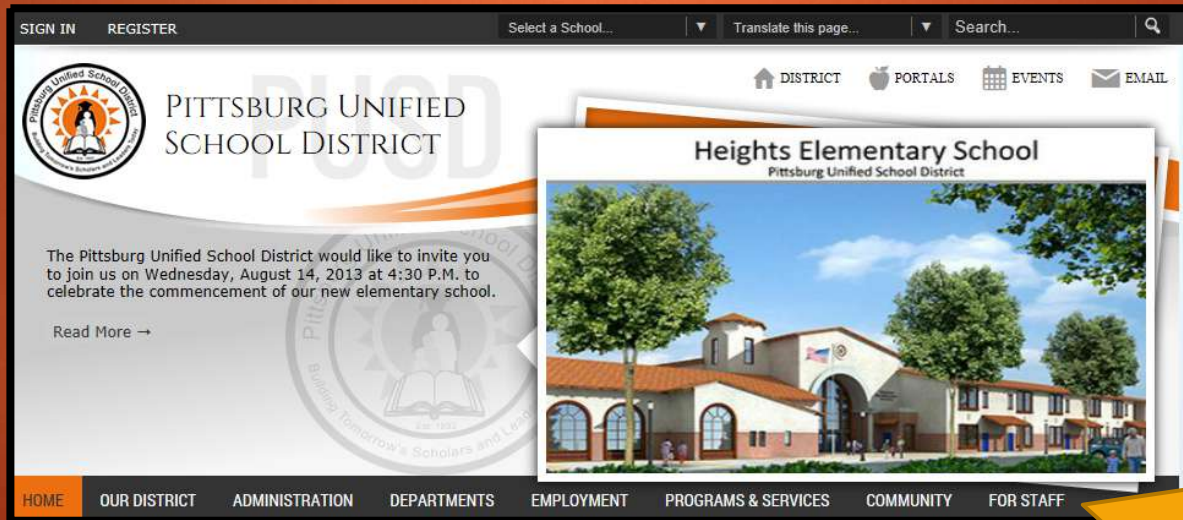
If email is mistakenly blocked click on "[Deliver](#)" to have it sent to your mailbox

From	Subject	Actions
CableService@designindemand.com	Reliable cable service is available near you	Deliver Delete View



Teacher Resources /teacherresources

Teacher Resources can be found under “FOR STAFF”. The page is similar to the “Portals” page but is oriented towards teachers.



Teacher Resources

/teacherresources

A few of the resources are listed below:

- ▶ Instructional Resources
- ▶ Sight Word PowerPoints
- ▶ CCSS Sites
- ▶ Ed1stop
- ▶ California Department of Education
- ▶ Illuminate

The screenshot shows the 'Teacher Resources' page on a website. The navigation bar at the top includes links for HOME, OUR DISTRICT, ADMINISTRATION, DEPARTMENTS, EMPLOYMENT, PROGRAMS & SERVICES, COMMUNITY, and FOR STAFF. The main content area is titled 'TEACHER RESOURCES' and features a sidebar on the left with a list of links: Teacher Resources Home, Instructional Resources, Video Tutorials (including How To Print a Report Card in Illuminate and Aeries.net Video Tutorials), Common Core State Standards (CCSS) (including Common Core Search), Aeries Browser Interface (ABI), External Aeries Browser Interface (XABI), SmartFindExpress, ed1stop, Skype in the classroom, California Educator Credentialing Examinations, Illuminate, Intel-Assess, Home Network Security Recommendations, Brokers of Expertise, and FREE SAT Test Prep (KHANAcademy and CollegeBoard). The main content area displays a 'PUSD INSTRUCTIONAL RESOURCES' button and a list of sight word resources for grades 1 through 5, each with a circular icon and a link to 'Sight Words (Power Point Presentations)'. At the bottom, there is a 'COMMON CORE CALIFORNIA' logo and the text 'Easy one stop shop for your Common Core State Standards needs.'

Teacher Share /teachershare

A shared location for resources being used in classrooms. It is found under “FOR STAFF”

The screenshot shows the Pittsburg Unified School District website. At the top, there are navigation links for SIGN IN, REGISTER, and a search bar. Below the district logo, there are links for DISTRICT, PORTALS, EVENTS, and EMAIL. The main content area features a news item about the commencement of a new elementary school, with a 'Read More' link. A large image of Heights Elementary School is displayed. At the bottom, a navigation bar includes links for HOME, OUR DISTRICT, ADMINISTRATION, DEPARTMENTS, EMPLOYMENT, PROGRAMS & SERVICES, COMMUNITY, and FOR STAFF. A yellow arrow points to the 'FOR STAFF' link in the navigation bar.

A close-up of the 'FOR STAFF' menu. The menu items are: FOR STAFF, PUSD Resources, Teacher Resources, Teacher Share, Technology Helpdes, and 21st Century Learner. A yellow arrow points to the 'Teacher Share' link.

Teacher Share /teachershare

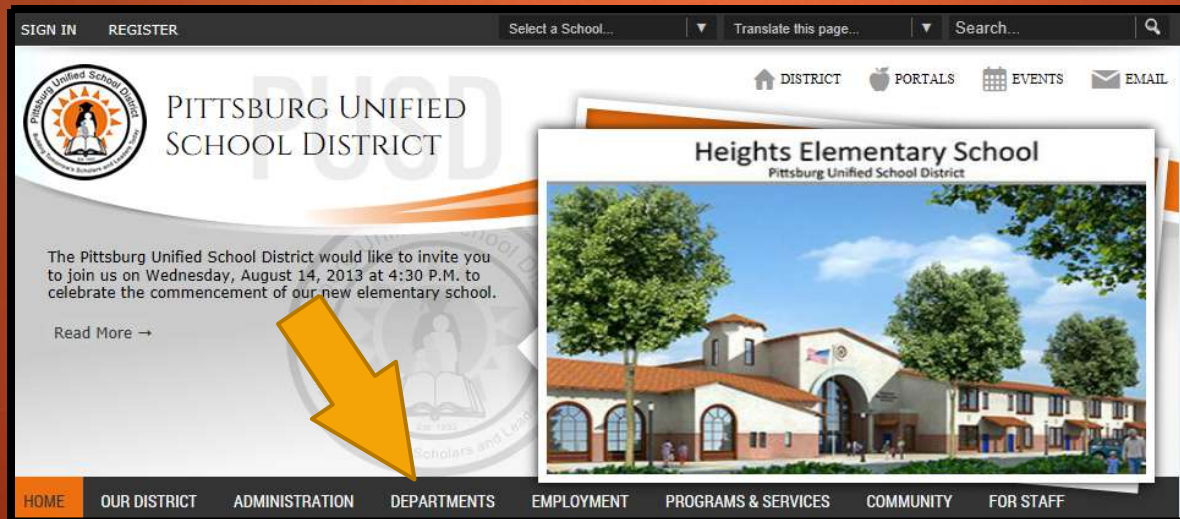
Contains:

- ▶ Lesson plans
- ▶ Pictures of anchor charts
- ▶ Activity ideas
- ▶ Website links
- ▶ Chants and Songs
- ▶ Teaching strategies

The screenshot shows the 'Teacher Share' website interface. At the top, there is a navigation menu with links for HOME, OUR DISTRICT, ADMINISTRATION, DEPARTMENTS, EMPLOYMENT, PROGRAMS & SERVICES, COMMUNITY, and FOR STAFF. The main content area is titled 'TEACHER SHARE' and includes a sidebar with a tree view of categories: Teacher Share (with a sub-item Teacher Share Calendar), Math (with sub-items All Grades - General Resources, Math Tools - Blackline Masters, and a list of grades from K to Algebra I), ELA, DI/SLA, Social Studies/History, Science, and Physical Education. The main content area features a 'TEACHER SHARE OVERVIEW' section with a welcome message and instructions on how to share resources. Below this is a 'MATH' section with a grid of circular buttons for different grade levels (GRADE K, GRADE TK, GRADE 1, GRADE 2, GRADE 3, GRADE 4, GRADE 5). To the right, there is a 'TEACHER SHARE UPCOMING EVENTS' section with a calendar view showing events for August 14th and 28th, and a 'WEB LINKS' section with a 'USEFUL WEBSITES' button.

Instructional Resources /instructionalresources

Instructional Resources can be found under “DEPARTMENTS” then click on “CURRICULUM & INSTRUCTION”

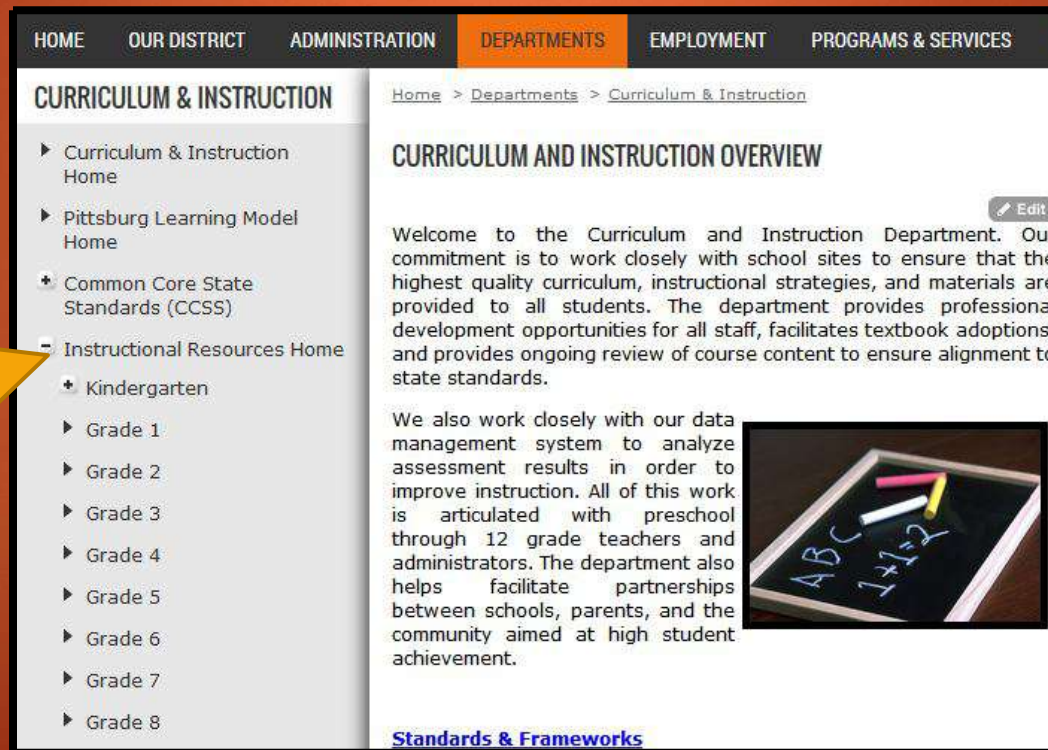


- DEPARTMENTS
- EMPLO
- Athletics
- Business Services
- Child Nutrition Services
- Curriculum & Instruction
- Facilities Planning & Management
- Human Resources
- Maintenance
- Special Education
- Student Services
- Transportation

Instructional Resources

/instructionalresources

Then click on “Instructional Resources Home” in the left hand column



The screenshot displays a website interface with a dark navigation bar at the top containing the following menu items: HOME, OUR DISTRICT, ADMINISTRATION, DEPARTMENTS (highlighted in orange), EMPLOYMENT, and PROGRAMS & SERVICES. Below the navigation bar, the left sidebar is titled "CURRICULUM & INSTRUCTION" and lists several options: Curriculum & Instruction Home, Pittsburg Learning Model Home, Common Core State Standards (CCSS), Instructional Resources Home (highlighted with a yellow arrow), Kindergarten, and a list of grades from 1 to 8. The main content area is titled "CURRICULUM AND INSTRUCTION OVERVIEW" and includes a breadcrumb trail: Home > Departments > Curriculum & Instruction. The text on the page reads: "Welcome to the Curriculum and Instruction Department. Our commitment is to work closely with school sites to ensure that the highest quality curriculum, instructional strategies, and materials are provided to all students. The department provides professional development opportunities for all staff, facilitates textbook adoptions, and provides ongoing review of course content to ensure alignment to state standards." Below this text is a paragraph: "We also work closely with our data management system to analyze assessment results in order to improve instruction. All of this work is articulated with preschool through 12 grade teachers and administrators. The department also helps facilitate partnerships between schools, parents, and the community aimed at high student achievement." To the right of this paragraph is a photograph of a chalkboard with "ABC" and "1+1=2" written on it. At the bottom of the page, there is a link for "Standards & Frameworks".

Instructional Resources

/instructionalresources

Home > Departments > Curriculum & Instruction

INSTRUCTIONAL RESOURCES OVERVIEW

[Edit](#)

These resources include print, graphic, and electronic materials that provide models of authentic language use, including academic language, in authentic contexts. And these instructional resources expand parents' ability to communicate with teachers, to actively engage in their children's schooling, and to participate meaningfully in educational decision making.

The base of this instruction are our Pacing Guides, Standards, and Standards Based Report Cards.

[Edit](#)

KINDERGARTEN

GRADE 1

GRADE 2

GRADE 3

GRADE 4

GRADE 5

GRADE 6

GRADE 7

GRADE 8

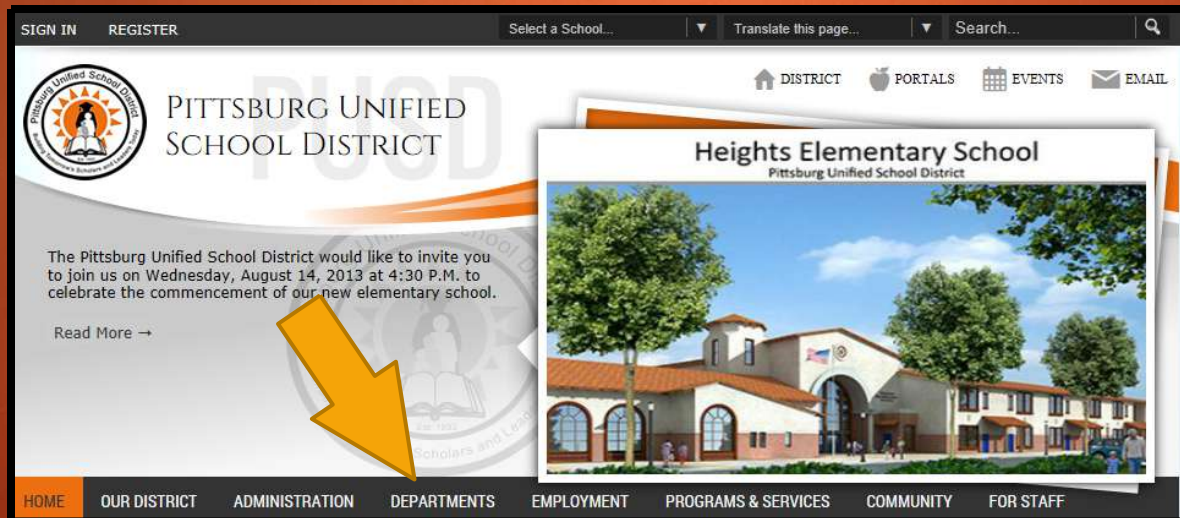
Organized by grade and contains:

- ▶ Pacing Guides
- ▶ Standards
- ▶ Standards Based Report Cards
- ▶ Survival Kits

Pittsburg Learning Model

/plm

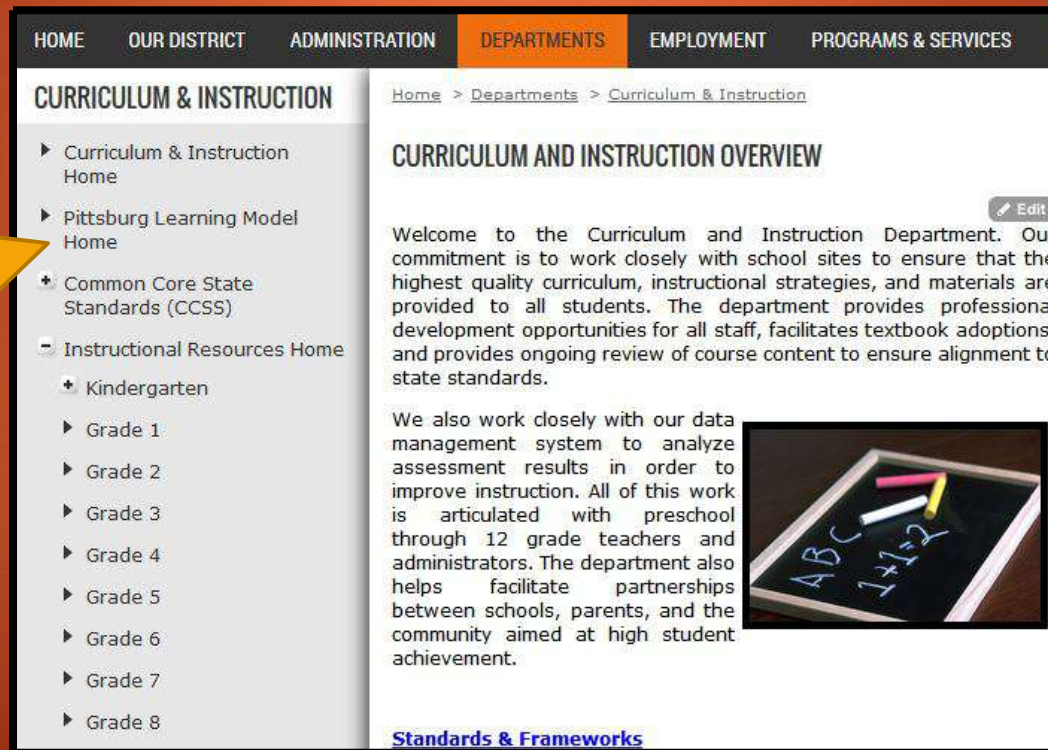
Instructional Resources can be found under “DEPARTMENTS” then click on “CURRICULUM & INSTRUCTION”.



Pittsburg Learning Model

/plm

Then click on “Pittsburg Learning Model” in the left hand column.



The screenshot shows the website's navigation menu on the left and the main content area on the right. A yellow arrow points to the 'Pittsburg Learning Model Home' link in the menu.

Navigation Menu:

- HOME
- OUR DISTRICT
- ADMINISTRATION
- DEPARTMENTS**
- EMPLOYMENT
- PROGRAMS & SERVICES

CURRICULUM & INSTRUCTION

- ▶ Curriculum & Instruction Home
- ▶ **Pittsburg Learning Model Home**
- * Common Core State Standards (CCSS)
- ▢ Instructional Resources Home
 - + Kindergarten
 - ▶ Grade 1
 - ▶ Grade 2
 - ▶ Grade 3
 - ▶ Grade 4
 - ▶ Grade 5
 - ▶ Grade 6
 - ▶ Grade 7
 - ▶ Grade 8


Main Content Area:

Home > Departments > Curriculum & Instruction

CURRICULUM AND INSTRUCTION OVERVIEW

Welcome to the Curriculum and Instruction Department. Our commitment is to work closely with school sites to ensure that the highest quality curriculum, instructional strategies, and materials are provided to all students. The department provides professional development opportunities for all staff, facilitates textbook adoptions, and provides ongoing review of course content to ensure alignment to state standards.

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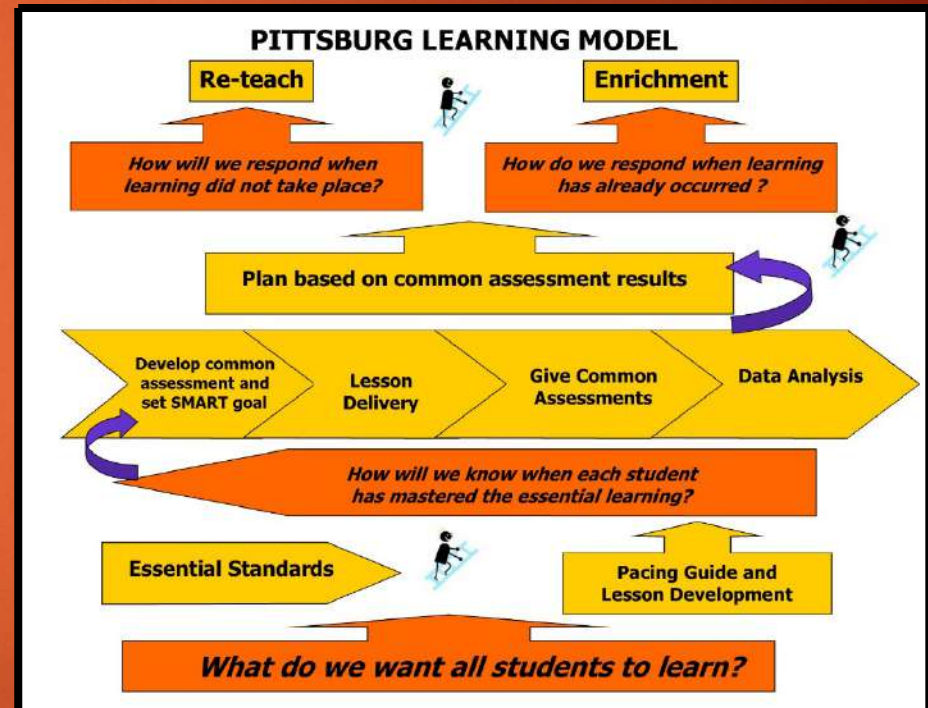
[Standards & Frameworks](#)

Pittsburg Learning Model

/plm

Critical Elements of the Four Questions

- ▶ What do we want all students to learn?
- ▶ How will we know when our students have mastered the essential learning?
- ▶ How will we respond when learning did not take place?
- ▶ How will we respond when learning has already occurred?



Behavioral Learning Model

/blm

Found under
“Programs &
Services”

The screenshot shows a website navigation menu with the following items: HOME, OUR DISTRICT, ADMINISTRATION, DEPARTMENTS, EMPLOYMENT, PROGRAMS & SERVICES (highlighted in orange), COMMUNITY, and FOR STAFF. Below the menu is the 'Programs & Services Directory' page, which features an alphabetical index (A-Z) and a list of programs. A yellow arrow points to the 'Behavior Learning Model (BLM)' entry under the 'B' section.

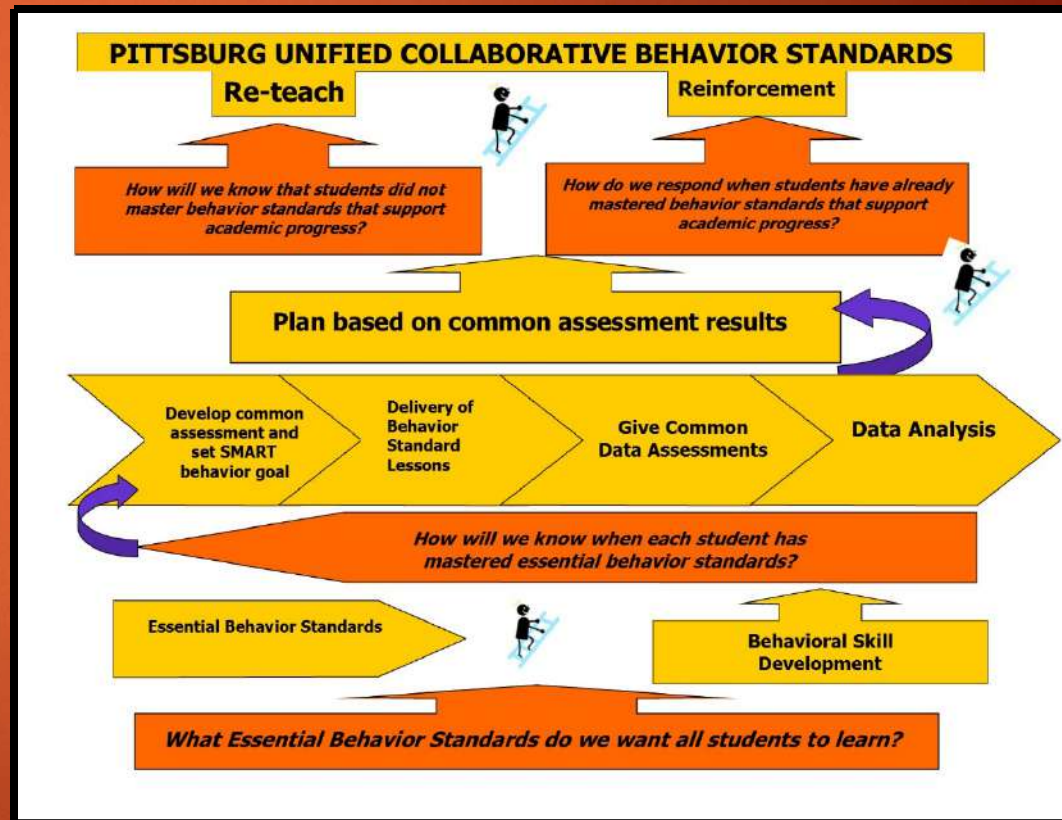
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z		
	<ul style="list-style-type: none">• After School Program• Beginning Teacher Support and Assessment (BTSA)• Behavior Learning Model (BLM)	<ul style="list-style-type: none">• California Healthy Kids Survey (CHKS)• Champions for Change• Child Abuse Reporting• College Bound• Common Core State Standards (CCSS)	<ul style="list-style-type: none">• District Advisory Committee (DAC)• District Wellness Committee• Dual Immersion (DI)	<ul style="list-style-type: none">• Early Childhood Education• Economic Impact Aid (EIA) Funding• Education Protection Account• Employee Health and Wellness• Energy Management			<ul style="list-style-type: none">• Health and Safety Team• Home Connection	<ul style="list-style-type: none">• Injury and Illness Prevention Program			<ul style="list-style-type: none">• LCFF/LCAP	<ul style="list-style-type: none">• Mental Health and Behavior Support• MOT Health and Safety Team		<ul style="list-style-type: none">• New Teacher Orientation (NTO)• No Child Left Behind (NCLB)		<ul style="list-style-type: none">• Parental African American Achievement Collaborative Team (PAAACT)• Pittsburg Independent Learning Center• Pittsburg Learning Model (PLM)• Portals• Professional Development• Program Improvement & School Choice (NCLB)			<ul style="list-style-type: none">• Safe Schools• Safety Data Sheets• School Attendance Review Board (SARB)• SchoolPool• Single Plans for Student Achievement (SPSA)• Student Accountability Report Card (SARC)• Student Enrollment• Summer School Programs• Supplemental Educational Services (NCLB)• Surveys	<ul style="list-style-type: none">• Technology Helpdesk	<ul style="list-style-type: none">• Uniform Complaint Form• Uniform Complaint Procedure		<ul style="list-style-type: none">• Williams/Valenzuela Complaint Form• Work Permit				

Behavioral Learning Model


/blm

3Be's

- ▶ Be Safe
- ▶ Be Respectful
- ▶ Be Responsible



Questions???



P U S D

Thank you

Have a great year!!!