

**The Connecticut Principals' Center  
presents a New Series for Administrators:  
DEALING WITH YOUR DATA!!!**

**Directions to CAS:**

**From Danbury and Points West**

Take I-84 East to Exit 27 (Route I-691).

Take Exit 3 (Route 10) off Route 691.

At end of ramp, turn right onto Route 10 south. After approximately 1 1/2 miles, turn left onto Realty Drive at the blinking light.

**From Hartford and Points East**

Take I-84 West to Exit 27 (Route I-691).

Take Exit 3 (Route 10) off Route 691.

At end of ramp, turn right onto Route 10 South. After approximately 1 1/2 miles, turn left onto Realty Drive at the blinking light.

**From I-91 South or North**

Take I-691 in Meriden West to Exit 3 (Route 10). At end of ramp, turn left onto Route 10 south. After approximately 1 1/2 miles, turn left onto Realty Drive at the blinking light.

**Principals' Center's Technology Committee**

Robert Hale, Chair, Westbrook High School  
Alan Capasso, Greenwich High School  
Sarah Collins, Kennedy Middle School, Enfield  
William Collins, Newington High School  
Brian Czapla, Glastonbury Public Schools  
Stephen Donnell, Ellis RVT School, Killingly  
Harry Gagliardi, Anna LoPresti School, Seymour  
Gary Gula, Canton High School  
Mary Hourdequin, King Philip Middle School, West Hartford  
Marijke Kehrhahn, University of Connecticut, Educational Leadership  
Brian Levesque, Rockville High School  
Kathleen Peters-Durrigan, Ridge Road School, North Haven  
Thomas Russo, Smith Middle School, Glastonbury  
Craig Powers, Great Neck School, Waterford

**The Technology Committee of**



*Accessing Your Data* (May 9, 2006 – 2:00-5:00 p.m.) This workshop will familiarize you with all aspects of ctreports.com including log in, navigation, downloading data, saving data in excel, and extracting key data informers.

*Analyzing Your Data* (May 16, 2006 – 2:00-5:00 p.m.) This workshop will help you to figure out what your data means, who needs to be informed and involved, and how it links to your school improvement plan.

*Presenting Your Data* (May 23, 2006 – 2:00-5:00 p.m.) This workshop - utilizing Excel, Word and Power Point - will help you in preparing your CMT/CAPT reports for your faculty, parents, and board of education.



**Program**

The program is designed to help school administrators use data more efficiently in order to plan school improvement and raise student achievement.

**May 9, 2006 - Accessing Your Data**

- 1:45 p.m. Registration/Refreshments  
2:00 p.m. First Session
- Sources of Data
  - Overview of ctreports.com
  - Navigating the Site
  - Identifying Key Indicators
  - Downloading/Saving in Excel

**May 16, 2006 – Analyzing Your Data**

- 1:45 p.m. Registration/Refreshments  
2:00 p.m. Second Session
- Over-view of Data Decision Making
  - Data Teams
  - Sub-Group Performance
  - Connecting to School Improvement
  - Next Steps

**May 23, 2005 – Presenting Your Data**

- 1:45 p.m. Registration/Refreshments  
2:00 p.m. Third Session
- Presenting to your Faculty
  - Presenting to your Parents
  - Presenting to your Board of Education

**Presenters:**

**Alan Capasso, Headmaster, Greenwich High School**  
**Brian Czapla, Director of Technology, Glastonbury Public Schools**  
**Harry Gagliardi, Principal, LoPresti Elementary School, Seymour**  
**Robert Hale, Principal, Westbrook High School**

Register below or on-line at [www.casciac.org](http://www.casciac.org)

Name \_\_\_\_\_

School \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_

**Deadline to Register: April 28, 2006**

**Cost: One Program           \$50.00**  
**Two Programs           \$75.00**  
**Three Programs       \$100.00**

**Please check which days you are registering for:**

**May 9th \_\_\_\_\_ May 16th \_\_\_\_\_ May 23rd \_\_\_\_\_**

**Please mail registration and payment (or P.O. #) to:**

**Mike Buckley, CAS, 30 Realty Drive, Cheshire, CT 06410**  
**Phone – 203-250-1111, Fax – 203-250-1345**  
**Email – [mbuckley@casciac.org](mailto:mbuckley@casciac.org)**

**.3 CEUs will be awarded upon completion of each day of the program.**

