



December 3, 2008

To: Secondary Principals  
From: Linda Hayes, Assistant Executive Director, MSSAA

### TeLLS Training – Preparing for Public Release of School and District Data

The Teaching, Learning and Leading Survey (TeLLS) school and district results will be made public during the third week in January 2009. It is essential that school and district teacher-leaders and administrators review their data, discuss the findings at the school site, and be prepared to answer questions from parents, the community, and the press.

To help you prepare for this public release, the TeLLS Coalition is providing regional 3-hour training sessions for district labor-management teams. Training is no-cost to you, funding is provided by the Department of Elementary and Secondary Education.

- Start time is 4:00 PM.
- End time is 7:00 PM.
- Pizza and soft drinks will be provided.

The training is provided by TeLLS facilitators who have been working with district teams over the past summer and this school year. The 3-hour session will focus on three key areas:

1. Understanding how to read the TeLLS data.
2. Reviewing professional conversation protocols to discuss the data at the school and district level.
3. Developing a messaging strategy to discuss the data with the public and the press.

District teams should consist of no more than six members and must include representatives of the teachers association/union, central office, and school leadership and teachers. Only those districts with a 40 percent or greater TeLLS response rate should attend. To find out your rate, please go to [www.masstells.org/reports](http://www.masstells.org/reports).

The following school districts have provided training sites: Auburn, Barnstable, Boston, Braintree, Brockton, Holyoke, Leominster, Lowell, Northboro-Southboro, Pittsfield, and Reading.

Training sessions will be available during the weeks of December 8 and 15 and January 5 and 12. See website below for specific dates. Space will be limited to 40 participants at each site on each date. You will be provided with site information, driving directions, and parking instructions upon successful registration.

## Online Registration Only

You may register your team by going to  
[www.massteacher.org/tellstraining](http://www.massteacher.org/tellstraining).

Participants will be provided with documentation of their attendance at this training session.

If you have any questions prior to registering, please contact Beverly Eisenman at [beisenman@massteacher.org](mailto:beisenman@massteacher.org).