

Greetings!

Thank you for your interest in having 2 TEACH, LLC conduct staff development with your school, district or state in various areas, to include inclusion, co-teaching, differentiation, and collaboration. We have worked with a variety of educational groups, of all sizes and with a variety of needs. Every 2 TEACH, LLC instructor uses materials and presentations that are research-based and field-tested to ensure consistency, high standards, and above all, a positive teacher/administrator response.

For any staff development opportunities, we would appreciate your school or district taking care of travel and lodging costs, as well as providing the instructor with a per diem for food, tips, and other minor expenses. If you are interested in having us come out to do a full day Co-Teaching (or other topic) workshop, those usually go from 8:30am-3:30pm, approximately. Other days can be added to enable the instructors to provide participants with more in-depth information and time for application. In addition to the workshop honorarium, the district would need to purchase the corresponding materials for each participant (Secondary or Elementary versions are available). The books frequently used include: *Collaborative Teaching in Secondary/Elementary Schools: Making the Co-Teaching Marriage Work!*; *Co-Teaching in Inclusive Classrooms*; *Collaborate, Communicate & Differentiate*; *Leading the Co-teaching Dance*; *What Really Works in Elementary/Secondary Education*. Our AV needs typically involve simply a screen, LCD projector for PowerPoint, a few tables for materials, an extension cord, and a wireless (lavaliere or handheld) microphone. It is always our preference to present to general and special educators together, as well as administrators, but it is certainly the district's choice as to who attends.

Should you be interested in further consulting services, in addition to the Co-Teaching workshop, please contact us with your needs and we can certainly discuss how we can assist your district. If we are told ahead of time your specific needs, we can work with you on determining which of our services may be of particular value. For example, many districts now have us coming in to observe co-teachers in action in order to provide feedback. We also have presenters who are experts in Differentiation and Universal Design for Learning (UDL), Positive Behavior Support (PBS), Response to Intervention (RTI), Autism, Including Students with Severe Disabilities, Common Core and Writing, and many other cutting edge topics in education.

Again, we thank you for your interest and hope that you will contact us again to discuss the possibility of our collaboration. If you have any questions or concerns, we encourage you to let us know so that we can work them out.

Sincerely,

*Wendy Murawski*

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