

Technology Professional Learning Plan – Technology 05-06

In September we conducted an online staff technology skills self assessment to help inform us of our technology professional learning needs for the 05-06 year. We have done short surveys yearly, but this was the first time since 2001 that we did a really comprehensive survey. The complete survey results are up on the web site. Trey Bachner and Sue Palfrey met to outline a professional development plan. The plan is as follows:

Teacher use of Spreadsheets:

1. Using the survey data, Nate Barnes will put together a list of specific teachers who have requested spreadsheet training as a priority.
2. Nate will look at requests and location of teachers and develop a schedule for working with those teachers individually or in small groups.
3. Special ed spreadsheet requests may be referred to AllTech depending on specific needs.

Teacher use of the web for differentiated instruction and communication with parents and students:

1. Sue Palfrey will put together a list of specific teachers wanting to focus on this. (include Knight and Zema, Joan Guerrette)
2. Nate will offer a high school workshop on using the Alan November web site for blogs and Anne Macdonald can do the same at the middle school.
3. Anne Macdonald can also train Middle School teachers on a Mozilla blog site where she can set up as many as accounts for teachers as needed on University of Maine server space.
4. Nate, Anne, Brian Favreau, Dianne Rossi, Beth Donovan and her students, and Sue Palfrey are resources for individual support for teachers using Dreamweaver to create sites. Nate will make sure each of these teachers is connected to a support person.
5. Sue Palfrey will offer her 3 session after school workshop designed to give teachers an overview of what is possible with using technology to differentiate instruction. Use of NWEA data and lexile.com are a natural connection to this.

Nate Barnes will work directly with secretaries on improving skills in using:

- a. Excel
- b. Word – document formatting, tables, forms
- c. Saving documents to Adobe Acrobat
- d. Updating web pages

District technology staff will offer workshop training on PowerPoint including hyperlinking of online resources. Nate Barnes will develop a schedule.

The librarians in all three buildings are available to introduce and teach the use of the Maine State Databases, Minerva, Solar, and, in the case of the MS, eLibrary.

High School based technology staff and Suzan Nelson will continue work with students on use of the website turnitin.com. Sue Palfrey will monitor use of turnitin.com and gather feedback from teachers. TW, Bruce Carver, Peter Vose

Technology staff will offer “open” support opportunities for staff before and after school at each building. Trey Bachner will schedule and communicate these opportunities to staff. Patrick O’Donoghue is also available for help at the high school.

Trey Bachner will develop a training plan for building based support staff to expand their technology knowledge.

AllTech, using the survey data and working with Sue Palfrey and Polly Crowell, will develop and implement a professional learning plan for special education staff on assistive technology.