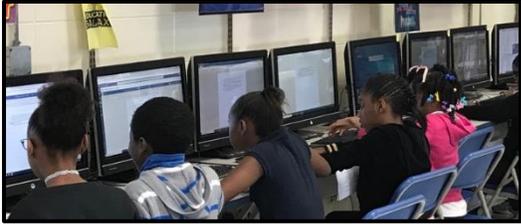


Instructional Technology Coaches' Update – November 2019

Computer Applications Class



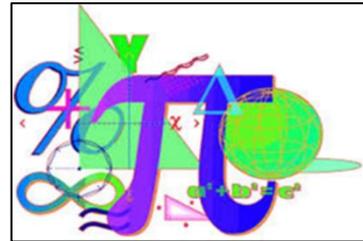
The computer applications classes continued in the month of November at the elementary buildings. Mrs. Butcher has introduced various second grade classes to logging into Microsoft Office 365. Several students were required to create a Microsoft Word online document with a Thanksgiving theme. The students were responsible for typing their name, a title, and inserting an online Thanksgiving themed picture. Students then formatted the document by adding color text and choosing various fonts. During the computer application courses students are introduced to many skills that have a direct impact on their ability to type the district essays and classroom assignments. This month the third-grade students were introduced to a new lesson which required students to type a paragraph with the correct formatting. In order to correctly format the document students had to become familiar with the Tab key to indent each paragraph. In addition to the Tab key, students learned about the usefulness of the increase indent button. Students in fourth grade were also introduced to the next lesson. The students were provided with a template that needed various corrections. While making the necessary corrections students learned how to insert a header, change page margins, change the page orientation, and paper size. For the month of November, fifth-grade students were required to type several paragraphs. Within the paragraphs, students had to use the correct font style and alignment. As students were typing, they were reminded that spelling mistakes are underlined in red and grammatical errors are underlined in blue. The students were responsible for editing all their mistakes. Additionally, students are participating in discussions regarding several digital citizenship topics.

At the junior high, the computer classes continued to work on their Microsoft Word unit. The classes are integrated with English language arts, so the projects center not only around Microsoft Word skills but also reinforce the argumentative writing and research skills that are part of the ELA curriculum for 2nd quarter. In November, sixth grade continued to work on their field trip permission slip assignment which requires the students to select a place related to their topic and create a permission slip for a field trip to that location that will provide key information about the location as well as valid reasons why their class should go there. This activity teaches research skills, letter formatting, persuasive writing, and working with shapes. They will finish up this activity during the next rotation before moving on to Newsletter activity. The seventh-grade students are working on their Venn diagram projects which requires the students to create a Venn diagram in Word using facts/details they researched for their argumentative prompt. This assignment teaches research skills, working with shapes and textboxes, creating lists, and comparing/contrasting. They will finish up their Venn diagrams during the next rotation before moving on to the persuasive letter activity. Eighth grade is currently working on their professional letter activity which requires the students to select a prompt/scenario and write a professional letter to convince the targeted audience of their position. This activity teaches research skills, formal letter formatting, envelop formatting, and persuasive writing skills. Eighth grade will finish

this activity during the next cycle before moving on to the resume activity. As assignments are being completed, they are being graded and the scores are being shared with the ELA teachers so that they can be added to PowerSchool as in-class assignments.

Math Bowl

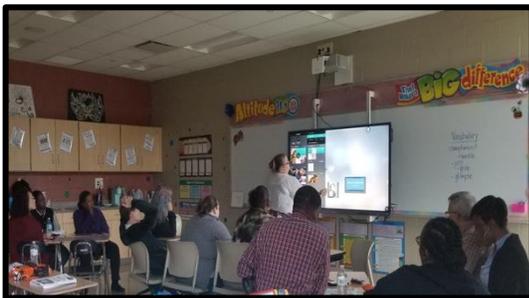
On Friday, November 15, the Math Bowl informational meeting occurred with all the participating surrounding school districts. During the meeting Ms. Adrianzen and Mr. Huffaker presented a review of the rules and structure for the day of the competition. During the meeting there was also the opportunity to discuss any necessary changes needed to the Math Bowl. Mrs. Butcher and Ms. O'Day presented on the new format for each district representative to submit team photos. When submitting the photos in the body of an email each photo must have the students' name and division letter under the picture. The other option given to the representatives was to save each picture with the file name being the students name and division. This process will ensure that students are correctly identified on the Power Point Presentation that is shown on both days of the competition. Representatives were also given the deadline for submitting pictures.



Badging Initiative & Technology Thursdays



Ms. O'Day & Mrs. Butcher continue to encourage teachers to earn badges for learning new skills as a part of the badging initiative that they began last year. Currently all teachers as well as some of the support staff and administrators have badge sheets and are actively earning badges. Badges can be earned by participating in professional development or by inviting a technology coach into their classroom during a technology-infused lesson. As the coaches discover new programs that teachers can use in the classroom, they add new badges to the list on badges teachers can earn. New badges added in November are for the app/programs Teach Your Monster to Read, NewsELA, Gimkit, Google Sheets, and WootMath. Mrs. Butcher and Ms. O'Day also discussed with administration possible incentives teachers could receive for earning a certain number of badges. Ideas such as gift cards, lunches, and a raffle were discussed. The coaches were tasked with coming up with some concrete ideas to present to administration during our next monthly meeting.



Tech Thursday continued at the junior high this month. Tech Thursday is a weekly half-hour mini-pd offered to teachers at the junior high to introduce them to new programs and ways of using technology in the classroom. At the mini-pd's, teachers receive a handout detailing the individual program, ideas for how to use it in their classroom, as well as earn a badge for that program. November 14th's Tech Thursday centered

around YouTube and how it can be utilized in the classroom. Teachers learned how to do advanced searches, subscribe to channels, create playlists, and download videos from YouTube and upload them into Google Drive for safe keeping. Teachers were also introduced to some of the beta features in the TestTube lab. The Tech Thursday mini-pd on November 21st centered around the program FlipGrid and how teachers can readily use it with their students in the classroom. Teachers learned how to create an account, create a grid/topic, share topics/grids with student, film response and comment videos, and use extra features like GridPals, Disco Library, and MixTapes. As a part of the mini-pd, Ms. O'Day created a topic that asked teachers to state who would play them if Prairie Hills was turned into a made-for-tv movie and teachers were given the opportunity to film their responses.

Acellus

On Tuesday, November 26, Mrs. Butcher and Ms. O'Day attended the one-day Acellus Lab training. The technology coaches along with several other teachers received extensive training. Acellus is a blended learning system in which students participate in online lessons and have opportunities to complete paper-based assignments. Acellus is an extensive program that covers information from pre-k to high school including computer coding. During the training the coaches learned the process for creating student accounts, the student and staff login process, how to reposition students within the lessons to ensure student success, and how to connect the robot via Bluetooth to a device. Participants also learned how to utilize the Team Teach feature. This feature allows the teacher to review upcoming lessons beforehand. The Team Teach feature also allows the teacher to play the student videos to an entire class. Then students complete the assignments individually in Acellus. Additionally, training participants were shown how the parent interface allows parents to access the student reports once a parent email is provided. In December, Mrs. Butcher and Ms. O'Day will be attending the Acellus Academy Training Center in Kansas City, MO.

Technology Advisory Committee

On November 21st, the technology coaches participated in the Technology Advisory Committee Meeting. During the meeting the technology coaches participated in the online demonstration of the Aristotle Classroom Device Management System. This program allows teachers to maintain control over the technology in their classroom by providing them real-time screen monitoring for their students; control over browser tabs on student devices; and the ability to lockdown, block, or allow websites on student devices. One nice feature of this program is it gives teachers the ability to create ad hoc classes, so they can adjust as needed during the school day where other programs tend to depend exclusively on rostered classes. At the end of the presentation, it was decided that a few teachers would be given the opportunity to pilot Aristotle and GoGuardian to see how they worked in actual classrooms.

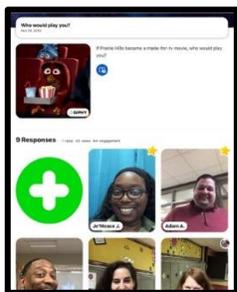
School Board Presentation

In preparation for the November school board meeting Mrs. Butcher assisted the teachers at Fieldcrest with their presentation. The kindergarten, third, and fifth grade teachers needed assistance with agreeing on a cohesive project. Mrs. Butcher was able to guide the teachers by having them focus on technology that is currently being used in their classroom. After much discussion, the teachers decided to focus on how students collaborate in the classroom. The third-grade teacher at Fieldcrest has used the website Edublogs for the past two years. Edublogs is a blogging website that allows the teacher to create a post and then the students post a response by typing or creating a video. Students are also allowed to respond to one another's comments. The kindergarten and fifth grade teacher decided to use the app FlipGrid as a way for students to collaborate. The kindergarten teacher used FlipGrid as a way for the students to create a recording of themselves practicing letter sounds. The fifth-grade students have also been using FlipGrid in their classroom; however, for the school board meeting the fifth graders took on the task of teaching the school board members how to use the app.



Technology Coaching

Teachers were able to book individual appointments with Mrs. Butcher and Ms. O'Day to receive help with program selection, training, signing students up for programs, as well as providing additional assistance when using technology in the classroom. Training in Google apps and FlipGrid were the most common requests this month at both the elementary buildings and the junior high. Google training centered around the Google Docs, Slides, and Classroom. In Classroom teachers were shown how to set up classes; add students; create and post notes, materials, questions, and assignments; and grade/comment on student work. Teachers were also shown how create Docs and Slides templates in Drive and share them with students individually or in classroom. Teachers received help with connecting their textbook apps with Google Classroom and assigning editable PDF's for their students in Google Classroom using DocHub. Teachers also requested help with textbook programming like Discovery Education, Studies Weekly, and Pearson Realize. Another common booking at both the elementary buildings and the junior high involved the app/program FlipGrid. It was the program used for this month's board presentation as well as Tech Thursday at the junior high.



At the junior high this month the most common requests centered around topics taught during the Tech Thursday mini-pd's. Teachers that were unable to attend the YouTube and FlipGrid trainings heard about the sessions from teachers that attended and requested one-on-one sessions so they didn't miss out. Then during these sessions, Ms. O'Day was able to give specific examples for how the teachers could use the programs with their students. For example, a science teacher is going to use it as a part of her Invention Convention project and an ELL teacher is going to use it for her students to practice diction. Ms. O'Day also had a few math teachers that were interested in programs that would help their students with skills practice. She was able to introduce them to the Prodigy and WootMath. Prodigy is a game-based math skills practice program, and WootMath enables teachers to search for and assign activities that target specific

math standards. Ms. O'Day had a CCIII teacher that was interested in a math program that would help her students practice basic math facts, so she recommended Prodigy for them as well and pushed into the classroom to help the students get up and running using the program. Coach O'Day also showed a couple of CCIII teachers how to download and navigate the Snowflake lessons app so they could use the interactives with their students. She also had a teacher request help creating a movie trailer for a novel that they are reading in class. Ms. O'Day investigated potential programs the teacher could use and presented them to the teacher along with strategies for how to run the project in the class. The teacher selected the program Animoto, so Ms. O'Day assisted with creating the student accounts and will push into the class in the future to show the students how to create their movie trailers. Other common requests this month involved Quizziz, NewsELA, Edmentum, and using breakout/escape room activities in the classroom.



At an elementary school Mrs. Butcher has been meeting with teachers that will have students presenting at the upcoming January school board meeting. The fourth-grade students are working on an extensive 3D printing project. The students are reading the book *The Tales of the Fourth Grade Nothing*. After reading the book the students used the program Tinkercad to create a replica of the main character, the school, and the pet turtle named Dribble. Students also learned about symbolism and applied the literary skill to the book. For example, the students created a 3D replica of a locket that symbolized independence and privacy. Once the students finish using Tinkercad to create the 3D replicas the files will be exported to the MakerBot printer. Soon students will be learning how to setup and use the 3D printer. Another teacher that is new to administering the IAR test also requested assistance in finding websites that are similar to the IAR test. Mrs. Butcher recommended that she first start with the program Edulastic. Edulastic allows the teacher to create online test that contain various question types like that of the IAR test. Mrs. Butcher assisted the teacher in creating an Edulastic test and then reviewed the various question types with the students. During a follow up session with the teacher and students Ms. Butcher introduced the students to the practice IAR website for even more practice. In addition, several teachers were interested in using advanced features of district provided programs. Mrs. Butcher assisted teachers in assigning the Defined STEM project to students via Google Classroom. The students were able to view the task and assignments through Google Classroom. Another teacher also needed assistance connecting her Google Classroom account with her Studies Weekly account. Mrs. Butcher has also been assisting a first-grade class create an eBook about the importance of exercising. Students have been using the iPad app Pages to create the eBook. Each student is responsible for formatting the pages and inserting the necessary pictures.