Professional Development Proposal

Connection to Student Learning:

The professional development activities will focus on how to work the functions of the document camera or ELMO, the projector, and the Promethean Board and make sure students understand because these will really be of benefit to them. I will show the teachers how to set up an account, download lessons from www.prometheanplanet.com in all subject areas, use the program, ActivInspire, and how to allow the students the hands-on practice using these lessons. Teachers can use this as a center for at least 2 students to work on during classroom time while he or she is working with a group.

Hands-On Technology Use:

Professional Development:

After conducting another assessment, but formally this time, the Professional development will be conducted to three teachers from my grade level team and one resource teacher. I am able to assess through the results of the "Needs Assessment for Technology Survey" that the four teachers filled out what appropriate level they are at and how much instruction they need. Through the use of the Promethean Board and the connection of the Internet, I will conduct the professional development in teachers' classroom, and for the resource teacher, in my classroom since she does not have her own board and is usually assisting in other classes. This way I am able to individualize the instruction according to their level. I will instruct the teachers to set up their accounts and show them how to download lessons depending on what they are teaching or going to teach.

Classroom:

Since the classrooms are each equipped with the Promethean Boards, I will have students come up and use the board interactively using the ActivInspire software. The teachers will be able to see the evidence of learning while students are manipulating the board and they can assess their students at the same time.

Variety of Learning Experiences:

Professional Development:

The goals and/or objectives will be given at the beginning of the professional development session. These goals will be identified for both teacher and student. Teachers and students will be exposed to a different variety of technologies and programs such as ActivInsprire through the use of the Promethean Board, www.prometheanplanet.com through Internet access, the projector and the document camera. They will learn how to download lessons from the site, organize and access lessons in folders on the computer desktop according to subject areas, pick tools from the Promethean "tool store,'' and how to quickly clear up technological issues that may arise such as the board freezing in which they will learn how to "calibrate" it. I will be a call away in case more support is needed and I will follow up to make sure they are using the program effectively with the students.

Classroom:

Teachers and their students will implement what they have learned during the professional development session in the classroom. They will practice working with lessons interactively. The

goal is for students and the teacher to be using the board daily. They lessons will motivate the students and simplify teaching as a result. Teachers will see that differentiating instruction for the many different levels of students will become easier.

Curriculum-Specific Applications:

Professional Development:
The professional development session will focus on interactive lessons that the teacher can use through the Promethean that will enhance their instruction. My goal is to show the teachers that the use of the Promethean Board should not add to their load but will be more of a support to their teaching. My hopes is for them to see that the time it takes to download the appropriate lessons in different subjects in math, social studies, language arts, or science, will be save them time of teaching the actual lessons. Many of the lessons are doing the teaching. Not only will students be able to understand, but learning will be more fun. The visuals help students understand and learn the concepts being taught. Modeling a few of these lessons and sharing lessons I have already downloaded will help the teachers see this.

New Roles for Teachers:

Professional Development Exercise:
Teachers would practice using the board just as their students will be doing. The teachers will be struggling a bit to find the right tools but I will be there assisting in order for them learn to trouble shoot later.

Student-Centered Instruction:
Students will come up to use the board and work on lessons in relation to the topics they are learning about in class. Teachers will see how easy it is for students to work the board and will see that they can work independently or in pairs during class time.

Teacher Collaboration:
Teachers will learn how to download lessons into a shared folder that they can all access from their classrooms. They will see that there are different folders used to organize different subject areas and how there are already a variety of different flipcharts and resources. They will see that they do not have to create flipcharts from scratch as there are already ready lessons available and for free. They will be able to share ideas of how they are using the board through emailing or when they are meeting as a grade level team.

Collegial Learning:

In order to promote collegial learning from the professional development, I will encourage teachers to share how they are using the Promethean Board in their classroom. Since every classroom is equipped with the technology, I will ask teachers to share how it used in their classrooms and to share their most effective lessons or what works well in their classroom.

Active Participation of Teachers:

To increase active participation of teachers, I will ask the teachers to practice working the document camera and manipulate flipcharts using the Promethean Board. After setting up the accounts, I will ask each teacher to download a lesson in any subject area and use the board after I model how

simple it is to use it. I will model using both the functions on the document camera and the Promethean Board. It is my hope that they will see it is easy enough and they will use it daily. Since the principal is pushing the use of the technology in the classroom, they will see the importance of implementing it consistently. plan on asking the principal for time next semester or as soon as she can offer a staff meeting session so that I can conduct a professional development to all the staff. It should not be assumed that every teacher has been trained to use the Promethean Board. Although she is not tech savvy, she definitely is supportive of her staff learning. Usually once the principal provides time for all the staff, there may be more interest in participating.

Ongoing Process:

Since this is my first year in the building, I know that this will be an ongoing process of implementation. Although the district has been offering tutorials, it is always hard for teachers to make the time to participate. I plan on making time one-on-one to show teachers how easy it is to create accounts and integrate Promethean lessons into the curriculum. I will just let them know that they can email me and I will provide the time and support if and when they need it.

Sufficient Time:

Before the professional development is offered, the teachers are given a survey to find out how they would like to use the Promethean Board in their classroom. I need to make sure that enough time is set aside to work with the teacher first and then with the teacher and the students at the same time. The teacher needs to create the account first to download interactive lessons first. After an informal survey, three of the teachers are interested in the training conducted before school and the classroom instruction would be conducted during a 30 minute session which is my prep and instructional time for the teacher. I would go back and support as needed. For the resource teacher, she will come during my classroom time while I am instructing so that she will see full instruction with the Promethean Board being used by the students and she will get practice as well.

Technical Assistance and Support:

Support is offered through the district. Our district webmaster offers one-on-one technical support for those who request it. Also, I have already given teachers my schedule so they know when to reach me for support or questions. I will offer continuous support throughout the year daily before and after school.

Administrative Support:

Although there are many other initiatives going on, our administrator supports the use of technology in the classroom although it seems she is not up to speed with much of it. I believe our principal will support future professional developments during either staff meetings or late arrivals in which the students come to school an hour later and we meet to attend trainings.

Adequate Resources:

Each classroom is fortunate enough to have all the resources needed to log into the Internet and work on a Promethean Board. Only our resource teachers do not have that daily access except for our

classrooms and maybe that is why some of them do not know how to use the board effectively because they do not have that practice.

Continuous Funding:

Since every classroom is equipped with a Promethean Board, document camera, and projector, funding is not needed for conducting this professional development. For the one resource teacher, I will conduct the session in my classroom.

Built-In Evaluation:

After the professional development is conducted, I would ask the teachers to fill out a survey I can use to reflect on for future professional developments I plan on doing.

Preformative Evaluation:

This is before the professional development is conducted. The attached competency needs assessment was given to the teachers that are interested in the professional development.

Formative Evaluation:

During the professional development session, the attached *short* evaluation is conducted in order to see if teacher understands and is comfortable using the Promethean Board or if I need to adjust or tweak the session as I go so I do not waste any time. This assessment will indicate if I need to model more or allow the teacher to continue working on the board and using the document camera. If the teacher is not confident, then I can provide more support.

Summative Evaluation:

After the professional development, the staff will be surveyed using the attached evaluation.

Tentative Schedule
1. Tuesday, October 23, 2012 (Before School-no students-30 minutes-1 Teacher)
   ➢ Topic: Introduction of the Promethean Board
       1. Create an Account
       2. Download Flipchart Lessons
       3. Organize into Folders
       4. Features/Functions of Promethean Board
       5. Understand Tool Store for Options
       6. Calibrate Board
       7. Features/Functions of the Document Camera

2. Tuesday, October 23, 2012 (During School Instruction-with students-30 minutes-1st Teacher)
   ➢ Topic: Working Interactively on the Promethean Board
       1. Accessing Flipcharts/Lessons
       2. Teacher/Students Practice Using the Promethean Board
           • Sharing Questions/Concerns

3. Wednesday, October 24, 2012 (Before School-no students-30 minutes-3 Teachers)
   ➢ Topic: Introduction of the Promethean Board
       8. Create an Account

9. Download Flipchart Lessons
10. Organize into Folders
11. Features/Functions of Promethean Board
12. Understand Tool Store for Options
13. Calibrate Board
14. Features/Functions of the Document Camera

4. Wednesday, October 24, 2012 (During School Instruction-with students-30 min-2nd Teacher)
  ➢ Topic: Working Interactively on the Promethean Board
     1. Accessing Flipcharts/Lessons
     2. Teacher/Students Practice Using the Promethean Board
        • Sharing Questions/Concerns

5. Tuesday, October 30, 2012 (During School Instruction-with students-30 min-3rd Teacher)
  ➢ Topic: Working Interactively on the Promethean Board
     1. Accessing Flipcharts/Lessons
     2. Teacher/Students Practice Using the Promethean Board
        • Sharing Questions/Concerns

6. Tuesday, October 30, 2012 (During School Instruction-with students-30 min-4th Teacher)
  ➢ Topic: Working Interactively on the Promethean Board
     1. Accessing Flipcharts/Lessons
     2. Teacher/Students Practice Using the Promethean Board
        • Sharing Questions/Concerns

TEACHER'S LEVEL OF TECHNOLOGY COMPETENCY
Preformative Evaluation
Promethean Board

Dear 3rd Grade Team: According to the results from the needs assessment and a informal discussion, you are most interested in learning about using the Promethean Board currently with your students. Please fill out the short assessment so that I can better assess your current skills and offer an effective professional development. Thank you.

Wallayah Alheyasi, 3rd Grade Teacher

1. I have my students participate in using the Promethean Board: Yes   No
   - If yes, how often? _____

2. I have seen or used a Promethean Board before: Yes   No

3. I have an account with Promethean Planet: Yes   No

4. I have downloaded lessons from www.prometheanplanet.com: Yes   No

5. I have used the document camera: Yes   No

6. My students use the document camera: Yes   No
   - If yes, how often? _____

7. What do you hope to learn from this professional development activity on using the Promethean Board?

_____
_____
_____
_____
_____

Formative Evaluation

1. Is this useful and beneficial to you so far or shall I model other uses for you?   Yes or No

_____
_____
_____
_____
_____
_____

2. How would you like to see your students use the document camera?

_____
_____
_____
_____

3. Which subjects are you most interested in seeing modeled?

_____
_____
_____
_____

4. Are you ready to work on the document camera and Promethean Board on your own? Yes or No

_____
_____
_____
_____

5. Do you have any questions, concerns, or comments?

_____
_____
_____
_____

Summative Evaluation

1. Were the activities meaningful to your teaching?   Circle: Yes or   No

2. What do you think I should change or add when I conduct the next professional development for the next teacher?

_____

_____

3. Would you benefit from another professional development on the use of the Promethean Board?

Circle: Yes   or   No

When are you available? Circle: Before, during, or after school

4. Do you believe your time was well spent today?   Circle: Yes   or   No

5. Please share any comments or concerns about today's professional development that might help it be more effective next time

_____

_____

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