

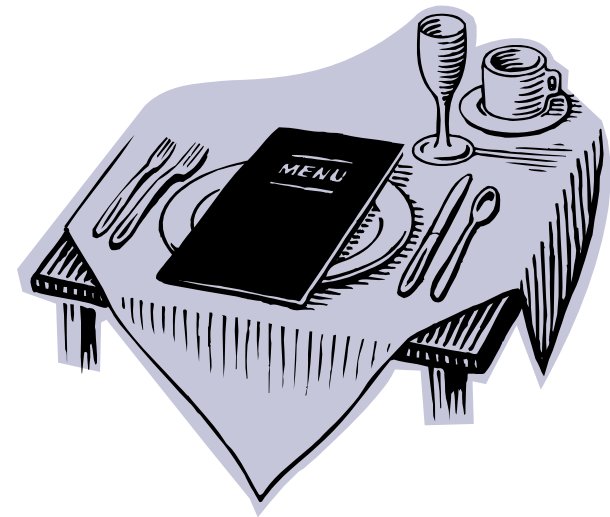
- Side Dishes (choose 2)
 - Co-Teach with a TRT
 - Kidspiration/Inspiration Lesson
 - Atomic Learning Lesson
 - Orchard Lesson
 - Create a Flipchart
 - DE Streaming Builder Tools Lesson
 - ActiVotes lesson
 - Document camera training
 - ActivSlate training
 - Other: _____
- Dessert:
 - Webinar: _____
 - Online EdTech Discussion
 - Intro to ActivInspire course
 - 21 Things for Teachers
 - Technology Integration workshop: _____
 - Other: _____
- Drive Thru:
 - Promethean Level 2 Course
 - PBS Teacherline Technology Course
 - DE Streaming Training

Teacher Signature & Date

TRT Signature & Date

INSTRUCTIONAL TECHNOLOGY
INTERACTIVE CLASSROOM
PROFESSIONAL DEVELOPMENT MENU

Options for the Teacher in the Interactive Classroom



Teachers with MCPS/Promethean equipment have a responsibility to acquire 15+ hours of instructional technology professional development each year for two consecutive years. We realize that some teachers in the school division need suggestions on how to fulfill this requirement.

The purpose of the Instructional Technology Professional Development menu is to assist teachers by helping them to self-select professional development options which complete their requirement.

Learning to make your classroom truly interactive requires carefully thought out steps in your professional development plan. Like a good meal, you'll need an appetizer, main course, side items, and dessert. As you decide what options are right for you, keep in mind that your TRT is available to consult with you so that you do not bite off more than you can chew. When you have completed your requirements, simply hand the checklist to your TRT with copies of any evidence required.

The menu is designed to allow teachers to choose a "balanced meal" of technology professional development.

Appetizer	<ul style="list-style-type: none"> • Beginning of the year • Introduction to new technology
Entrée	<ul style="list-style-type: none"> • Concentrated learning activity on use of Instructional Technology
Side Dishes (2)	<ul style="list-style-type: none"> • Practical application • Practice using the technology
Dessert	<ul style="list-style-type: none"> • Activities which extend learning and encourage the teacher to join a community of learners

Check-off List

Teacher Name: _____

Appetizer:

- Promethean Jumpstart
 - MCPS Orientation
 - PBS Teacherline Orientation Class
 - Migration or Intro to ActivInspire
 - Other (write in topic/title)
- _____

Entrée (furnish certificates):

- Promethean/MCPS Users Group
- DE Day of Discovery
- Promethean ActivVirginia Conference
- OITMS Sponsored Class or Academy
- ActivInspire Level 1 Advanced course
- 21 Things for Teachers
- Technology Integration Workshops:

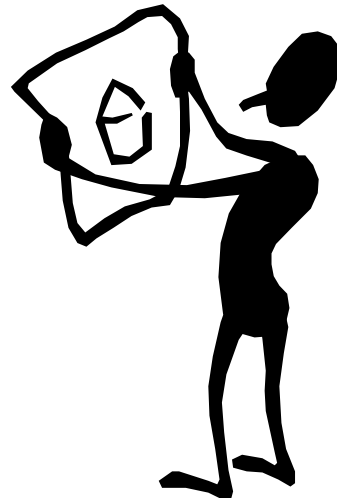
- _____
- _____
- _____
- _____

Other: _____

NOTES ABOUT PLANNING—CONT'D

Each teacher must choose an option to complete this requirement. Options include:

1. A “Full Meal” of activities consisting of an appetizer, main dish, 2 side dishes, and dessert.
2. Drive Thru—Choose one of the online class options.
3. Delivery—work with your TRT to complete an individualized plan of professional development activities which includes documentation of:
 - 15 hours of professional development
 - Participation in a discussion on technology integration
 - 2 resources you created to teach technology integrated lessons and accompanying lesson plans
 - A reflective essay (minimum of 5 paragraphs) on your efforts to teach with technology.



APPETIZERS (2-4 HOURS)

*Appetizers are “a small portion of a food or drink served before or at the beginning of a meal to stimulate the desire to eat”... For your professional development meal, the appetizer should consist of **introductory activities to “jumpstart” a year of technology integration professional development.** Professional development options that you can choose to from include:*

- Promethean Jumpstart
- MCPS Orientation
- Introduction to ActivInspire course (free online)
- Migration to ActivInspire course (free online)
- PBS Teacherline Orientation Course
- 1 Tech Tuesday Session
- OITMS Open House

ENTRÉE (8-10 HOURS)



An entrée is “a dish served as the main course of a meal”... for your professional development meal, the entrée is **a considerable professional development activity in which you acquire new skills.** Professional development options that you can choose from include:

- TEACH Academy
- Promethean/MCPS Users Group (building or division level) – participating at least 8 hours in the group
- Several Tech Tuesday sessions (at least 4)
- ActivInspire Level 1 “Advanced” Skills Course (online)
- Discovery Education Day of Discovery
- PPS 21 Things for Teachers (online)**
- Virginia's Community of Anytime Knowledge 10 hour classes (online—various technology topics)
- Complete i-SAFE internet safety training through i-Learn (online)
- Promethean ActivVirginia Conference

** If a teacher completes the 21Things it will cover both the Entrée and Dessert portions and can be done completely online at your own pace.

NOTES ABOUT PLANNING YOUR MEAL

The purpose of the Professional Development Menu is to provide a unique and simplified format to introduce the array of opportunities for teachers to meet the MCPS/Promethean multi-year training commitment. The Menu format streamlines the professional development and usage tracking process begun in Phase I of the MCPS/Promethean Project (2006-2007).



Multimedia classrooms are awarded to teachers through an application process. That process includes principal confirmation that the school will subscribe to the requirements of the project or risk limitation of future placements. The application and corresponding communiqués outline that any teacher in a Promethean or MCPS multimedia classroom (placed or awarded) agrees to professional development and best-practice use of the resources. That professional development must include training in the use of the equipment and technology integration.

Proficiency with the equipment and exemplary integration in the classroom requires learning and application.

Example:

Teacher A placed in an MCPS classroom in 2006-07: Committed to 2 years of Technology Integration Professional Development

Teacher A is awarded an upgrade to a Promethean Board in 2007-08: The 2-year professional development term begins again because this is brand new technology.

(FAQ)

What is “active participation” in a user group?

You are considered an “active participant” when you attend six or more user group sessions at your school and complete suggested extension activities (ie. bring a flipchart to the next meeting).

I’ve never taken an online class. What if I need help?

Your TRT would be happy to help you learn to navigate through a class you decide to take for completion of this requirement.

Do the classes have prerequisites?

Some do. For example, the Promethean ActivInspire Level 1 Advanced requires completion of Introduction to ActivInspire. ActivInspire Curriculum Developer requires completion of ActivInspire Level 1 Advanced.

I don’t think I should have to do this. What happens if I don’t?

When the equipment was installed, the applicant and administrator agreed that the teacher in the room would participate in training in order to increase the skill set of the user. If you choose not to participate, you will be asked to sign a statement to that effect. The participation rate of your school will be decreased accordingly and will be factored in when new award decisions are made.

This is my third year in the same MCPS room. Do I have a professional development requirement?

You are more than welcome to participate because we appreciate and share your love for technology. However, if you have already completed two years of IT professional development as required, your continued participation is optional.

This is my third year in an interactive classroom. I was in an MCPS room and then was upgraded. What are my requirements?

You should have completed a year of professional development for your original room. You’ll need to complete an additional two years for the upgrade.

SIDE DISH (~ 2 HOURS)

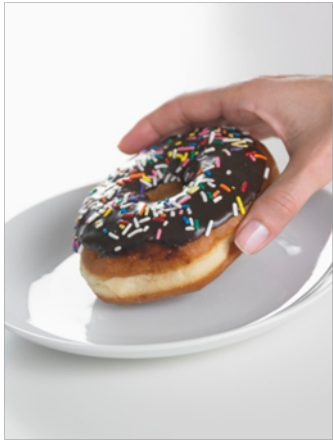


A side dish is “A dish served as an accompaniment to the main course.”... For your professional development meal, a side dish is **an activity in which you practice the new skill(s) you’ve acquired.** Remember that you’ll need 2. Professional development options that you can choose from include:

- Co-teach with a TRT
- Create a Flipchart (either from scratch or by modifying one)
- Teach a lesson using a Kidspiration/Inspiration template
- Use Orchard for front of the room instruction
- Teach a lesson using an Atomic Learning lesson accelerator
- Teach a lesson using a DE Streaming builder tool
- Attend ActivSlate or Document camera training
- Teach a lesson using ActiVotes, Slate, Document Camera, Graphing calculator, QX-3, Digital Voice Recorder, Edugame, Quia, Flip Camera, Podcasting, Still Cameras, Wordle, or Edmodo.

Remember you’ll need two of these

DESSERT (2 HOURS)



An dessert is “A usually sweet course or dish, as of fruit, ice cream, or pastry, served at the end of a meal”... for your professional development meal, the dessert is ***an activity which extends your learning about the new technology a little bit.*** Professional development options that you can choose from include:

- Webinar hosted by DE Streaming or Teacher’s First or Edutopia
- Technology integration workshop/Tech Tuesday session
- Participate in an online conversation (at least 5 posts/responses) such as on the PPS Learning community or other teacher community.
- PPS 21 Things for Teachers (online)**
- Introduction to ActivInspire course (free & online)
- Migration to ActivInspire course (free & online)

** If a teacher completes the 21Things it will cover both the Entrée and Dessert portions and can be done completely online at your own pace.

DRIVE THRU (15+ HOURS)



A drive through meal is “designed to accommodate” ... For your professional development, a drive thru meal is ***an extensive instructional technology professional development activity that a teacher can complete with little or no assistance from the TRT.***

Professional development options that you can choose from instead of a “full meal” include:

- PBS Teacherline technology integration course
- DE Streaming Interactive Training (all 4 lessons are online and self-paced)
- Promethean Level 2 Course (online)

DELIVERY



You may elect to work with your TRT to complete an individualized plan of professional development activities which includes documentation of:

- 15 hours of professional development
- Participation in a discussion on technology integration
- 2 resources you created to teach technology integrated lessons and accompanying lesson plans
- A reflective essay (minimum of 5 paragraphs) on your efforts to teach with technology.