

TO: Credit Participants in the 2011 School Leaders Advancing Technology in Education (SLATE)

FR: AWSA & Viterbo University

Dear Credit Participant:

We are pleased you are choosing to pursue this extension of your professional learning and development to further your leadership capacity. We ask that you actively engage in professional learning opportunities at the 2011 SLATE convention, reflect on your learning, develop a mini-action research project based on your learning, and create a multimedia project demonstrating the following:

1. What you learned at the 2011 SLATE convention
2. How you implemented your learning into your educational situation
3. What effect your learning had on your intended participants (students and/or staff)

There are many methods that could be used to highlight your mini-action research project and demonstrate your learning and its effects on your intended participants. Some ideas include digital video, digital audio combined with a slideshow, documentation of learning and modifications in practice as part of a PLC, or integration of other multimedia tools. With the multitude of Web 2.0 and digital resources available today, the intent is to leave the format for the final project up to each individual educator as to not suppress creativity.

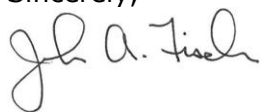
Include the following information in your multimedia project:

1. What you learned at the 2011 SLATE convention
 - a. Which sessions did you attend?
 - b. What did you learn that you didn't know prior to the session? From which sessions did you gain this new information? This can include knowledge, skills, and/or dispositions.
2. How you implemented your learning into your educational situation (Mini-Action Research)
 - a. What was your plan for integration/implementation?
 - b. Who were your intended participants? (Other staff, students, teachers, administrators, etc)
 - c. What were your goals?
 - i. How does this plan directly relate to something new learned at SLATE 2011?
3. What effect your learning had on your intended participants (students and/or staff)
 - a. How will you know if your new, engaged practice was successful? (In other words, how will you assess whether or not this new practice had an impact on students?)

The final submission date that work will be accepted is February 8, 2012. If your multimedia project can be sent via email (or if you need to send a link to where the project can be viewed online), you may email it to John Fischer at johnfischer@awsa.org. If you need to snail mail, send to 4793 Hayes Road, Suite 103, Madison, WI 53704, with attention to John Fischer.

Thank you for taking the time to share what you have learned and how you have and will continue to put it into practice.

Sincerely,



John A. Fischer, Ph. D
Director of Administration & Research
Association of Wisconsin School Administrators

INSTRUCTIONS FOR THE COURSE 2011 SCHOOL LEADERS ADVANCING TECHNOLOGY in EDUCATION

If you would like to receive 1 graduate credit for this course, you need to do the following:

1. Fill out completely the enrollment form in the packet and return it to Viterbo on Monday, December 5 between 3:00 p.m. and 6:00 p.m. or on Tuesday, December 6, 2011 between 7:00 a.m. and 12:00 pm. After these hours, please return to the SLATE registration counter. Credit is optional and this is the only way to register to receive the credit(s) and a grade. Payment can be made by check, credit card, cash or we (Viterbo) will bill your district. Cost of the course is \$220 for one credit. If paying by check, please make the check payable to Viterbo University. If you need a receipt, please note that on your registration form and we (VITERBO) will mail you a receipt.
AWSA does not process invoices or receipts.
2. This conference is only available for one credit. A syllabus is attached to this enrollment package discussing the course. You can complete the one credit option by attending the conference for two days and completing the required multimedia project described on the first page of this packet by February 8, 2012. *Integrate details of your mini-action research project into the multimedia project.*
3. Enclosed in this packet is the syllabus with the grading criteria and percentage of participation that will be expected for the letter grade.
4. All registration materials and assignments pertaining to either the 1 credit course at the conference must be received no later than February 8, 2012. After that date, the course will be considered closed to enrollment and assignment receipt and grades will be awarded to credit participants.

ASSIGNMENTS WILL NOT BE ACCEPTED PAST THE NOTED DEADLINE FOR EACH CREDIT SEGMENT AND CREDIT WILL NOT BE AWARDED WITHOUT ASSIGNMENTS BEING COMPLETED BY THE DEADLINE(s) articulated throughout.

A copy of a transcript request form is enclosed in this packet. A grade sheet will be returned by the end of March, 2012.

Once you have received the grade sheet, you will be able to order an official transcript of this grade from Viterbo University by using the form and attaching a \$5 per copy fee. You can have the transcript forwarded to your district or to you personally.

Should you have any questions or concerns in regard to this course, please contact Chris Valenti at Viterbo University, (800) 234-8721.

COURSE SYLLABUS

TITLE: 2011 SCHOOL LEADERS ADVANCING TECHNOLOGY in EDUCATION (SLATE)

CREDITS: 1 credit

COURSE DATES: TUESDAY, DECEMBER 6, 2011 8:00 AM TO 4:15 PM

WEDNESDAY, DECEMBER 7, 2011 8:15 AM TO 11:40 AM

INSTRUCTOR: John A. Fischer, Ph.D
AWSA Director of Administration & Research
4797 Hayes Road, Suite 103
Madison, WI 53704
Phone: (608) 241-0300

APPROVED INSTRUCTOR: Yes

DESCRIPTION: Over the course of this two-day conference, teams of educators will reflect on their learning and apply to their current role within their building/district and potential impact on students and staff being served. Development of a mini-action research project and final multimedia project will document application and effect of new knowledge, skills, and/or dispositions.

OBJECTIVES:

- To assist leaders in improving student achievement through the utilization of technology.
- To learn and initiate technology-related classroom instruction practices that work.
- To reflect on current technology integration within one's school and district and its impact on teaching and learning.
- To effectively implement technology strategies to improve instruction and student learning.

ISLLC Standards: Standards numbers 2, 3 and 6 – Leadership, Instruction and Ethics will be addressed throughout this course.

OUTLINE OF CONTENT:

- Attendance at all sessions and team time sessions.
- Students are required to read published material related to sessions and presenters
- A final multimedia project:
 - Include the following information in your multimedia project:
 1. What you learned at the 2011 SLATE convention
 - a. Which sessions did you attend?
 - b. What did you learn that you didn't know prior to the session? From which sessions did you gain this new information? This can include knowledge, skills, and/or dispositions.
 2. How you implemented your learning into your educational situation (Mini-Action Research)
 - a. What was your mini-action research plan for integration/implementation?
 - b. Who were your intended participants? (Other staff, students, teachers, administrators, etc)
 - c. What were your goals?
 - i. How does this plan directly relate to something new learned at SLATE 2011?
 3. What effect your learning had on your intended participants (students and/or staff)
 - a. How will you know if your new, engaged practice was successful? (In other words, how will you assess whether or not this new practice had an impact on students?)

METHODOLOGY:

Lecture, team group discussions, large group discussions, question and answer sessions, reading, videos, LCD presentations, overheads, sharing sessions and other related teaching and presentation aids will all be used during this course.

ASSIGNMENTS AND REQUIREMENTS:

Attendance at all sessions, reading published material from presenters, meals and team timesharing sessions December 6-7, 2011, as outlined above is required for 1 credit participants.

A graduate level multimedia project addressing guidelines included above and below is due by February 8, 2012 to John Fischer of the AWSA office for all 1 credit course participants.

GRADING/METHODS OF EVALUATION:

SLATE Conference participation and documentation of learning through the multimedia project should be done at the highest standard of quality and at the **graduate** level and needs to include the following information:

***100% attendance at the 2011 SLATE convention during the time-frame illustrated in this syllabus and participation in team sharing and large/small group discussions and other sessions is required for all grades indicated below.

Multimedia Project – RUBRIC FOR GRADING

Descriptors	Proficiency Levels	Your Score
<u>Convention</u> You attended multiple SLATE sessions. Which ones did you attend, and most importantly, what new knowledge, skills, and/or dispositions did you walk away with?	5 -thorough and complete 3 -minimal information 0 -incomplete	
<u>Mini-Action Research Project</u> Based on what you learned and your educational situation, be sure to describe/summarize/document your mini-action research project: 1) What is your project?; 2) What are the goals?; 3) Who are your project participants?; 4) How will you assess the effect of your project on student learning?	10 -thorough and complete 5 -minimal information 0 -incomplete	
<u>Multimedia Project (Content)</u> Once your project is completed or once you've collected initial data from your mini-action research project, document what changed in your practice based on what you learned at SLATE and what effects the modified practice is having on project participants and ultimately students.	10 -thorough and complete 5 -minimal information 0 -incomplete	
<u>Multimedia Project (Technology)</u> Effective use of technology to deliver the content in the first three sections of this rubric. Technology used allows delivery of necessary information in a clear, engaging, and professional manner.	5 -throughout the project 3 -in most but not all of the project 0 -in none or in less than 50% of the project	
TOTAL SCORE	Possible score: 30 points	

Grading Scale	
Points	Grade
30-28	A
27-26	AB
25-22	B
21-20	BC
19-18	C
Less than 18	D
All 0's	F

The due date for submissions is February 8, 2012.

BIBLIOGRAPHY INFORMATION:

There is no specific textbook that is recommended, however specific presenters are proven researchers and authors with publications related to their presentations at SLATE. Periodical and newsletter, information from the presenters, may be accessed by checking websites of the following presenters within this course. Current publications by the presenters should be consulted for additional information on school improvement action plans:

PRESENTERS – 2011:

Scott McLeod
Steve Dembo
Wisconsin Department of Public Instruction



Graduate Programs in Education Course Registration

PART ONE—STUDENT INFORMATION

Complete ALL PARTS of this form. Please PRINT.

SOCIAL SECURITY NUMBER (required) _____ (secured—not used for ID purposes)

LEGAL NAME First _____ Middle _____

Last _____

Maiden _____ Other _____

MAILING ADDRESS Street/RR/PO Box _____

City _____ State _____ Zip _____

Home Phone (_____) _____ Work (_____) _____ Cell (_____) _____

Email Address (Permanent) _____

Email Address (School) _____

PERMANENT ADDRESS (if different from above address) Street/RR/PO Box _____

City _____ State _____ Zip _____

DATE OF BIRTH ____ / ____ / ____

GENDER Female Male MARITAL STATUS Single Married

CITIZEN STATUS U.S. Citizen U.S. Resident Alien Non-resident Alien Of what country are you a citizen? _____

RACE AND ETHNIC BACKGROUND (answer both questions)

Are you Hispanic or Latino/Latina? No, not Hispanic or Latino/Latina
 Yes, Hispanic or Latino/Latina

RELIGIOUS PREFERENCE

- Baptist
- Catholic
- Jewish
- Lutheran
- Methodist
- None
- Other _____

What is your race? (select one or more)

- American Indian or Alaska Native
- Asian (country of family's origin _____)
- Black or African American
- Native Hawaiian or Other Pacific Islander
- White

HIGHEST DEGREE HELD _____ Degree _____ Name/Location of College or University _____

HAVE YOU PREVIOUSLY EARNED CREDITS FROM VITERBO UNIVERSITY (formerly Viterbo College)? Yes No

EMPLOYER (School name and district) _____ Grade Level _____

Catholic Parochial School Teacher Yes No

PART TWO—COURSE REGISTRATION INFORMATION

EDUC Course # 784 Section # 090 Course Title SLATE Credits 1

LOCATION WI DELLS INSTRUCTOR JOHN FISCHER

DATES Start Date 12 / 6 / 11 End Date 12 / 9 / 11

I certify that all information in this course registration is complete and accurate to the best of my knowledge.

Signature _____ Date _____

Viterbo University is committed to providing equal educational and employment opportunities regardless of sex, race, color, religion, age, national origin, or handicap in compliance with Title VI, Title IX, and Section 504.

PLEASE ALLOW A MINIMUM OF SIX WEEKS FROM THE COMPLETION OF A COURSE TO THE TIME AT WHICH GRADE REPORTS AND TRANSCRIPTS ARE AVAILABLE. TRANSCRIPT REQUESTS MUST BE MADE, IN WRITING, TO THE OFFICE OF THE REGISTRAR. VETERAN BENEFITS ARE NOT AVAILABLE FOR THIS COURSE.

Viterbo University Campus • 900 Viterbo Drive • La Crosse, WI 54601 • 608-796-3186 or 888-484-0111 (Registration Voice) • 608-796-3050 (Registration Fax)
Viterbo University Off-campus Centers

Wisconsin: 2323 South 109th Street, West Allis, WI 53227 • 414-321-4210 or 800-234-8721 • Fax 414-321-9113
Iowa: 4949 Westown Parkway, Suite 195, West Des Moines, IA 50266 • 515-224-4811 or 888-235-2200 • Fax 515-224-4862

JAN. 2010



Course Payment Information

Student Name _____

SSN or Viterbo ID# _____

Pay Method

_____ Credit card

_____ Check enclosed

_____ Please bill me

Address _____ City _____ State _____ Zip _____

DISC/VISA/MC # _____

Expiration Date __/__/__

Amount to Pay \$ 220.00

Signature _____

Course Number/Name:

Time of offering:

EDUC 784 070 - 2011 FARM

DEC. 6-7, 2011

SLATE

DEC. 6-7, 2011

WI DELLS

Ms. Christine Valenti
Viterbo University Off-Campus Program
2323 S 109th Street, Suite 375
West Allis, WI 53227
cavalenti@viterbo.edu
1-800-234-8721 or 414-321-4210



Office of the Registrar
 900 Viterbo Drive
 La Crosse Wisconsin 54601
 (608) 796-3180

REGARDING TRANSCRIPTS:

All transcript requests must be made by the student directly to the Office of the Registrar.

To protect a student, all requests for transcripts must be made in writing and must include the individual's signature. A transcript will not be mailed as the result of a telephone call or FAX request.

Effective September 1, 2005, the charge for a transcript (official or unofficial) is \$5.00 per copy each time a transcript request is received. The \$5.00 fee must accompany the request. If you plan to take additional courses and wish to pay \$5.00 only once, submit the form below after the last course.

Allow a minimum of six weeks from the completion of a course to the time grade reports and transcripts are available. No transcript will be issued until all financial accounts have been cleared with the college.

Individuals needing a copy of their record are encouraged to use the request for transcript form printed below.

Amy S. Gleason, Registrar



Office of the Registrar • 900 Viterbo Drive • La Crosse • Wisconsin • 54601 • 608-796-3180

REQUEST FOR TRANSCRIPT

**MAIL
 TRANSCRIPT
 TO:**
(print clearly)

Name of college, university, or individual _____
 Address _____
 City _____ State _____ Zip _____

FOR OFFICE USE ONLY	
FEE	_____
AMOUNT RECEIVED	_____
AMOUNT OWED	_____
DATE SENT	_____

Number of copies to be sent _____ @ \$5.00 ea.

**I AM
 REQUESTING
 MY:**
*(please check all
 that apply)*

**UNDERGRADUATE COURSE
 RECORD**

GRADUATE COURSE RECORD

Graduate Studies in Education record? Yes No
*(Note: please allow six weeks from the completion of a course for transcripts
 to be available.)*

Course(s) completed in the last 6 months *(use back side if needed):*

Are you currently attending Viterbo University? Yes No
 Should we hold your request for: Final Grades? Yes No

Certification of Degree? Yes No

STUDENT SIGNATURE _____ DATE _____
 STUDENT ID _____ or SSN _____ DATE OF BIRTH _____
 STUDENT NAME: last first middle maiden () _____
 PHONE NUMBER _____
 CURRENT ADDRESS: street _____ city _____ state _____ zip _____