

Grade Level Technology Website Facilitator for Valley View Elementary

Description: Starting this past school year, 2011-2012, each grade level in each building was required to set up a functioning website for parents to access information. I am the kindergarten website facilitator at Valley View Elementary. I was required to set up links for students and parents to access at home, such as content standards, game websites, and additional links. As the facilitator, it is my duty to change each teacher's newsletter every week or allow them access to the website to change their own. If a teacher wanted to change her own, I had to educate her on the set up of the website and the steps to upload a newsletter.

Impact: As the facilitator of the kindergarten website at Valley View, I have learned that this website is extremely helpful and informative for parents. Parents are able to access the newsletter, as well as educational websites for their child to practice on. Many parents have thanked me for putting the newsletter on the website because they may have accidentally thrown the hard copy away.

I have also learned that my colleagues had a bit of trouble in the beginning navigating through the website and forgetting the specific steps to uploading their newsletter. However, now after practice and guidance, they are able to do it on their own and their parents are just as grateful.

Intent: Seeing that there was trouble in the beginning for my fellow kindergarten teachers, as well as some of the other grade level teachers, I typed out step by step directions to successfully upload their weekly newsletters. I also intend to set up a workshop in the beginning of the next school year to help each grade level update their websites and help with the choosing of which links to display.