

February Cooperative Group Log

February 1, 2003 – I worked on researching Grants that may be used for St. Mark's to come up with funding for technology at the school. I also searched resources that are available as shareware. (3 Hours)

February 2, 2003 – Meeting with Nikki, Karen and myself to go over our Phase 1 of our technology Plan from 4PM – 6PM.
I worked individually from 8-9:00Pm finishing up my revisions to the plan.

February 3, 2003 – Karen and I met with Dr. Moallem to go over Part 1 of our plan from 4:30 – 5:00PM.
During class Karen, Nikki and myself researched web sites that aided us in the "how to" of establishing technology policies and guidelines.
Handed in Part 1 of our plan.

February 5, 2003 – I revised for our group Part 1 of our plan after our visit to St. Mark and talking at length with Pat Burns – 4 hours.

February 8, 2003 – Researched on-line copyright laws, sent 2 posting to the web-board of good sites I found.

February 11, 2003 – Team Activity in class on Assessing and Analyzing Technology standards. Shared our comparison with the class.
Created a Teacher Survey to hand out at St. Mark. (see attached)

February 15, 2003 – Worked on my section of Part 2 of our plan. Began to create AUP's for staff and students. Researched on-line different Acceptable Use policies from other schools. (3 hours)

February 16, 2003 – Worked on our plan from 2:30 – 5:00PM with Karen and Nikki.

February 20, 2003 – Meeting at St. Mark from 4-5:30. Pat Burns showed us the server room. Answered our questions about technology use as it is at the school. Individually inventoried all classrooms for computers. Spoke with Eve, the principal, about her vision of technology for St. Mark.
Gave her the teacher surveys to be completed.

February 21, 2003 – Meeting with Nikki and Karen from 5 – 8PM to discuss revisions we need to make in Part 1 of our change plan after our meeting at St. Mark. Divided up part 2 of Part 2 of our Plan. I will focus on the policies, standards and laws.

February 23, 2003 – Continued working on my part of part 2. Began writing up policies. Copied Internet laws to put in our appendix for the school.

February 25, 2003 – Karen, Nikki and I worked on the vision for St. Mark's. Researched different visions on-line. Brainstormed the important components that we need to include in our vision. Nikki shared our vision with the class. Later on 3/24 I revised our vision to make it more concise and less wordy.

February 25, 2003 – Concentrated on the technology standards for part 2 of our plan.

February 28, 2003 – Gathered together documents to put into our appendix for Part 2 of our change plan. Will label them in the final document.