

**Janel Brawley**  
**MTTC Course 1001**  
**Pre-Conference Meeting with SueAnn Simpson on Friday, June 22, 2007**

**SueAnn Simpson** has joined the chat.

**Janel Brawley** has joined the chat.

**Janel Brawley**[11:11:36 AM]: hello...

**SueAnn Simpson**[11:11:39 AM]: ooo..it worked

**Janel Brawley**[11:11:45 AM]: yeah... success!

**SueAnn Simpson**[11:12:09 AM]: Ok...I'm a little nervous here

**Janel Brawley**[11:12:14 AM]: me, too

**SueAnn Simpson**[11:14:07 AM]: Ready?

**Janel Brawley**[11:14:16 AM]: sure... let's get started.

**SueAnn Simpson**[11:15:16 AM]: I've looked over your goals you sent for preview and I see one of your areas of concern is communicating effectively.

**Janel Brawley**[11:15:49 AM]: yes, I don't feel like I present my thoughts in an orderly manner... I hope to continue improving this skill

**SueAnn Simpson**[11:16:31 AM]: Do you feel this assignment will help build confidence?

**Janel Brawley**[11:17:49 AM]: Yes, it has already challenged me to step WAY out of my comfort zone. I can communicate fine with students, but when I have to speak/communicate my thoughts and ideas to adults, I tend to get a little nervous

**SueAnn Simpson**[11:18:20 AM]: You and I are very much alike then.

**SueAnn Simpson**[11:18:47 AM]: Have you met with your teacher to discuss your goals?

**Janel Brawley**[11:19:39 AM]: No. I haven't. She was available for a few minutes yesterday. We are suppose to get together Sunday afternoon to discuss this in more detail. What about you? have you met with your teacher?

**SueAnn Simpson**[11:20:02 AM]: Yes we have as I will be out of town next week.

**SueAnn Simpson**[11:20:36 AM]: Did she give you an idea of what she might want to do a lesson on or what technology she might like to use?

**Janel Brawley**[11:20:47 AM]: I see. I noticed that on your goals you mentioned creating lessons for diverse learners. What type of class will it be?

**Janel Brawley**[11:22:17 AM]: Yes, she is a second grade teacher and she wanted to integrate technology into a "MR. Blueberry" lesson. This lesson deals with a whale in a little girl's pond. The little girl writes back and forth with her teacher about whales. Therefore, the teacher wanted to integrate a postcard into the lesson.

**SueAnn Simpson**[11:22:21 AM]: Wait, I have to be the coach first and ask all the questions and then you get to be coach and ask me the questions

**Janel Brawley**[11:22:29 AM]: OHHHHH... sorry.

**SueAnn Simpson**[11:22:31 AM]: lol

**SueAnn Simpson**[11:22:52 AM]: That's ok...

**SueAnn Simpson**[11:23:42 AM]: I will edit that out of the transcript - hope i didn't offend you!

**Janel Brawley**[11:23:56 AM]: no, no problem... I just got off track... no worries!

**SueAnn Simpson**[11:24:20 AM]: ok...good

**Janel Brawley**[11:24:50 AM]: The teacher wants the students to use their parts of a letter discussion to be used on the postcard, then on the other side of the postcard she wants the students to illustrate their knowledge of a specific whale.

**SueAnn Simpson**[11:24:51 AM]: Ok. You did get an idea of what goals you can develop for her.

**SueAnn Simpson**[11:25:26 AM]: What type of technology will she be using with the students?

**Janel Brawley**[11:26:38 AM]: She was not sure.... I suggested that we could use MS Publisher. She is not very technology savvy.... I suggested that we have a folder with different pictures of whales that the students could choose from to insert on their postcard. Then, they could use paint to create a background for their whale.

**SueAnn Simpson**[11:28:32 AM]: You have anticipated some problems with her technology skills. How would you go about assisting her?

**Janel Brawley**[11:29:31 AM]: She is in a classroom with only one computer. I suggested that she could bring her class over to my lab and my students and I could be there to assist her in the completion of her technology project.

**SueAnn Simpson**[11:30:45 AM]: What classes do you teach?

**SueAnn Simpson**[11:30:57 AM]: And what grade?

**Janel Brawley**[11:32:08 AM]: I teach 6/7 grade Technology Applications, 2 classes of 7/8 Computer Applications (projects mostly, web page design, and our middle school newsletter), and 6/7/8 gifted and talented. Therefore, any of my classes would be on target to assist with their needs.

**SueAnn Simpson**[11:33:44 AM]: I'm thinking you must be in a small school district where the elementary and middle school students are together. Is that correct?

**Janel Brawley**[11:34:29 AM]: Yes, we are in a small school; however, we have a separate buildings for elementary, middle school, and high school. They are located on the same block (per se).

**SueAnn Simpson**[11:36:01 AM]: I see. Will her students have had some experience using computers when they get to 2nd grade?

**Janel Brawley**[11:37:07 AM]: Yes, beginning in Kindergarten the students receive 2 days a week, 45 minutes a day, of keyboarding/basic skills.

**SueAnn Simpson**[11:38:12 AM]: Then they should have developed some basic skills that will be useful.

**Janel Brawley**[11:38:56 AM]: Yes, they know the very basics... they should be fine using MS Publiher. I think if they are guided through the process, then they will be successful.

**SueAnn Simpson**[11:38:56 AM]: Do you see any problems the 2nd graders might have while working on this project?

**Janel Brawley**[11:39:47 AM]: Yes, I can see that they will possibly get too involved in the paint program making their background. Some students like to provide great detail. This may be a problem because of time.

**SueAnn Simpson**[11:41:20 AM]: Have you thought of a way the class time could be managed effectively?

**Janel Brawley**[11:41:58 AM]: Not yet. I need to work on that.

**SueAnn Simpson**[11:42:42 AM]: How will she know the students are successful?

**Janel Brawley**[11:44:44 AM]: She will assign each student a specific type of whale and she wants the students to demonstrate through their postcard picture various characteristics of the assigned whale. She will also want to see if the students understood the parts of a letter by having them write on the opposite side of the postcard and address it to a family member. The goals is for the students to mail the postcard home or to a family member.

**SueAnn Simpson**[11:45:14 AM]: That sounds good.

**Janel Brawley**[11:45:28 AM]: I thought so.... I was impressed with this idea.

**SueAnn Simpson**[11:45:41 AM]: I got a little ahead of myself and am going to back and ask more questions about your goals

**Janel Brawley**[11:47:07 AM]: ok

**SueAnn Simpson**[11:47:36 AM]: One thing you were concerned with is your questioning strategies. What do you feel is important when questioning your educator/mentee?

**SueAnn Simpson**[11:48:20 AM]: Or what do you think you need to work on?

**Janel Brawley**[11:49:47 AM]: Most of the time, when I get asked a question, I just want to provide the answer. And I guess, through this coaching process I am suppose to provide an open-ended response to get the mentee to think of the outcome on their own. Is this correct?

**SueAnn Simpson**[11:50:29 AM]: You do want your mentee to create his/her own solutions.

**SueAnn Simpson**[11:50:45 AM]: The coach guides through questioning

**Janel Brawley**[11:51:15 AM]: That requires creativity in communication.... one of my weak areas

**SueAnn Simpson**[11:51:52 AM]: Mine too. And asking in the right order ...which I'm going backwards!

**Janel Brawley**[11:52:34 AM]: hehe ... no problem... we are more alike then I realized! I do those things, too.

**SueAnn Simpson**[11:52:44 AM]: How will you know when your teachers feel confident in integrating technology into their lessons.

**Janel Brawley**[11:55:13 AM]: I think the more opportunities she has to work with technology the more comfortable she will feel in using it in her classroom. Up until last year, she would only use technology when she had to -- her grade book at school. Then, during the middle of the school year, she received a projector for her classroom and now she feels very confident in using that on a daily basis with her students. For this reason, I feel like if she is given the opportunity to see that she can be successful in completing this project and the kids are successful, then she will be willing to try something else down the road.

**SueAnn Simpson**[11:57:01 AM]: Projectors are wonderful. What other types of technology do your teachers have available on a daily basis?

**Janel Brawley**[12:00:29 PM]: In the elementary, they do not use much technology. They have a technology lab in which there is a teacher that teaches only keyboarding/basic skills to the students. The technology teacher will not encourage the classroom teachers to use technology regularly. In the middle school, we have a completely different atmosphere. We have 4 technology labs (20 plus computer in each) in our building (approx. 170 students). We have 2 technology teachers and 1 aide that works in the integration lab. We offer various other technology devices for the teachers to use. For example the CPS machines, ACTIVEboards, projects in all classrooms, each classroom teacher has at least 3 computers in their room, etc.

**SueAnn Simpson**[12:02:37 PM]: The middle school sounds great. The elementary teachers may need more pushing and shoving.

**SueAnn Simpson**[12:03:23 PM]: You are well on your way at meeting your goals. How can I help you gather evidence of achieving your goals?

**Janel Brawley**[12:03:45 PM]: Yes, every chance I get I try to push technology at them. For instance, when I returned from TCEA conference, I had several good resources/projects for elementary. I made copies and distributed to all elementary teachers, and even volunteered my time to help them.

**SueAnn Simpson**[12:04:35 PM]: You are well on your way at meeting your goals. How can I help you gather evidence of achieving your goals? What should I look for specifically?

**Janel Brawley**[12:04:53 PM]: I'm not sure... I know most of my growth must come from within.

**SueAnn Simpson**[12:05:44 PM]: When I watch your video, is there anything you want me to watch for?

**Janel Brawley**[12:06:26 PM]: I guess my questioning strategies; using open-ended questions.... things like that??

**Janel Brawley**[12:06:50 PM]: clarity

**SueAnn Simpson**[12:07:34 PM]: Anything that would let me know you are achieving your goals.

**Janel Brawley**[12:08:58 PM]: not sure... I guess if what I say makes sense. Got me? Maybe as this process progresses I will have a better grasp of what/how I am going to achieve this goal

**SueAnn Simpson**[12:11:21 PM]: I will write down your questions and anything else I might see and send back to you.

**SueAnn Simpson**[12:11:41 PM]: I think that is it for me...geez...it's been an hour!

**Janel Brawley**[12:11:43 PM]: That sounds good... I am open to any assistance

**Janel Brawley**[12:12:03 PM]: yes... my how time flies when you're having fun

**SueAnn Simpson**[12:12:09 PM]: LOL

**SueAnn Simpson**[12:12:23 PM]: The summer is flying by with this course.

**Janel Brawley**[12:12:52 PM]: Okay -- you mentioned that you met with your mentee, where you able to set goals?

**SueAnn Simpson**[12:15:50 PM]: Yes, she is a high school special education teacher. She wants to feel comfortable creating lessons integrating technology and create lessons that promote higher level thinking skills in her students.

**Janel Brawley**[12:17:03 PM]: Does she does she currently use with her special education students? If so, what?

**Janel Brawley**[12:17:27 PM]: oopps...Does she currently use technology with her students

**SueAnn Simpson**[12:18:17 PM]: She has 3 student computers in her classroom, overhead projector, document camera. She has access to a student lab and other technology equipment such as dig. cameras and video equipment.

**Janel Brawley**[12:18:49 PM]: How does she plan on creating higher level thinks skill in her students by the use of technology?

**SueAnn Simpson**[12:20:53 PM]: They will be reading and studying the book "To Kill a Mockingbird". She will be discussing prejudices and stereotypes and how they affect people. She wants her students to create a PPT demonstrating their understanding of typical stereotyping we have today.

**SueAnn Simpson**[12:21:29 PM]: She also wants her students to research the internet to find examples of these stereotypes

**Janel Brawley**[12:22:11 PM]: That sounds like an awesome assignment ... "To Kill a Mockingbird" is one of my favorite books.

**SueAnn Simpson**[12:23:02 PM]: I have not read it, I'm embarrassed to say.

**Janel Brawley**[12:23:45 PM]: In your goals, you want to assist teachers to integrate tech into their lesson plans. How do you plan on reaching this goal?

**SueAnn Simpson**[12:24:45 PM]: hmm...

**Janel Brawley**[12:25:28 PM]: Do you provide tech support for your building or area? Can you do this through these opportunities?

**SueAnn Simpson**[12:26:14 PM]: I am the campus specialist. More of a trouble shooter and if I can't fix it, it goes to a technician.

**Janel Brawley**[12:26:15 PM]: What about any professional development, do you teach any after school classes to the teachers?

**SueAnn Simpson**[12:26:54 PM]: Yes. I do. I do have trainings after school and summers.

**Janel Brawley**[12:27:22 PM]: I know I offered different classes last year that seemed to help my fellow teachers. That would be an avenue for you to expand their knowledge and integrate tech into their lessons...

**SueAnn Simpson**[12:27:23 PM]: I would like to survey and see what they would like to know more about.

**Janel Brawley**[12:27:44 PM]: Yes, that works really well... I have thought about doing that as well

**Janel Brawley**[12:28:36 PM]: How can I help you achieve your personal goals?

**SueAnn Simpson**[12:28:41 PM]: We have a district training that offers some classes. A lot of teachers want to use the technology tools.

**SueAnn Simpson**[12:28:54 PM]: I meant district trainer.

**SueAnn Simpson**[12:29:58 PM]: As you watch the video, make notes of my body language and facial expressions. I don't want to come across as having weird looks on my face.

**SueAnn Simpson**[12:30:34 PM]: Also, I'd like to know about my questioning techniques. Maybe list the questions I ask.

**SueAnn Simpson**[12:30:46 PM]: Look at how my mentee responds to me.

**Janel Brawley**[12:31:09 PM]: Sure, no problem. I'll make a note of all these things and provide you with feedback.