

**FOREST LAKE AREA SCHOOLS
FOREST LAKE, MN 55025**

December 1, 2016

AGENDA ITEM: 9.5

TOPIC: Recommendation to Approve New Course: Media & Technology Support (MATS) II

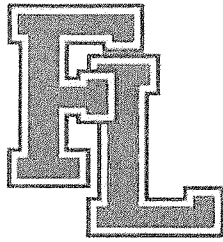
BACKGROUND: In September of this year we offered Media & Technology Support I (MATS I) I for the first time. This course, based on a program called MOUSE provided through a statewide grant funded by MDE, provides students the opportunity to learn both the soft skills and the technical skills involved in running a technology support help desk. In order to continue the sequence and to expand this unique opportunity for students, we are proposing the addition of Media & Technology Support II (MATS II).

PROCESS: As interest among students grew last spring and this fall for MATS I, the high school principal and media specialist discussed a plan for extending this experience through the development of a second course to build on the skills learned in the first course. MATS II will allow students who have completed MATS I to take their learning to the next level. Students will continue to develop knowledge and understanding of a wide range of instructional technologies, but, leveraging their prior experience from MATS I, students will also develop leadership and collaboration skills. MATS II students will serve as leaders, teachers, and mentors to MATS I students as opportunities allow.

As with MATS I, MATS II will be delivered in tandem with curricular materials provided through the MOUSE program, which is aligned with ISTE's nationally recognized standards for technology in education. MATS II students will select an independent MOUSE topic that stretches them beyond their previous experiences. MOUSE topics include: circuitry & electronics (robotics); app development; web design, development, and support; game design; computer coding; and web literacy.

MATS II students will divide their time between the role of media & tech support help desk and working on an independent project. Independent projects will tie back to their MOUSE training from MATS I and will be approved by the instructor, including learning targets, project parameters, and timelines.

RECOMMENDATION: Approval of proposed new course Media & Technology Support II (MATS II). This course would be offered in 17-18 pending Board Approval.



FOREST LAKE AREA HIGH SCHOOL
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Course Title: Media & Technology Support II (MATS)

Grade Level: 10-12

Credit Hours: 0.5 credit media elective (60 Hours)

Course Description:

This course is for students who wish to further develop technology support skills and learn leadership skills in a professional setting. Students will continue to develop knowledge and understanding of a wide range instructional technologies, as a continuation of Tech Team I. In addition, students will assume leadership roles within the tech team, and will design, propose, and execute an independent project as approved by their instructor. Students will assist their peers and staff members in accessing classroom electronic resources and electronic media resources. This course may be taken once (0.5 credit) or twice (1.0 credit) during each school year. Students may be asked to participate in periodic meetings outside of the regular school day.

Prerequisite:

Students must have successfully completed MATS I, and must also apply for the MATS II program. Students will be admitted with instructor approval.

Alignment with Minnesota Academic Standards or national/state content standards:

ISTE Technology Standards for Students

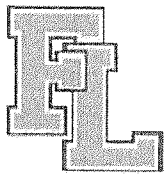
Learner Outcomes:

1. Develop troubleshooting skills for issues with instructional technology.
2. Learn the basic operation of both hardware and software and how it is applied to instructional technology.
3. Develop and employ effective communication skills with staff, supervisors, and peers.
4. Assess client's' technical abilities, and adjust communications appropriately.
5. Employ problem solving and independent learning skills.
6. Set goals for personal learning.
7. Understand and demonstrate professional behavior appropriate for the educational environment.
8. Earn trust and respect from others.
9. Assume leadership roles as appropriate.

Course Outline:

1. Media & Technology Support II Overview

- a. Providing Leadership for MATS I students
 - b. Behavioral Expectations
 - c. Broadening knowledge and application of media and tech support
- 2. Managing a Help Desk
 - a. Developing protocols used team
 - b. Overseeing larger projects, and delegating responsibilities
- 3. Working on Hardware
 - a. Learning as you go, on-the-job training
- 4. Software Support
 - a. Learning as you go, on-the-job training
- 5. Troubleshooting
 - a. Learning as you go, on-the-job training
- 6. Customer Service
 - a. Leadership in creation of team norms and expectations
- 7. Peripheral Hardware
 - a. Learning as you go, on-the-job training
- 8. Independent Learning Project
 - a. Design project to explore personal area of technical interest
 - b. Create proposal for learning targets, timelines, and final project outcome
 - c. Execution of learning project
 - d. Reflection and evaluation of project outcome



Request for Curriculum Change New Course/Content Proposal

Date: October 15, 2016

Department/Subject: Media

Credit: Media Elective (.5) per term / up to 2 terms per school year

Person(s) initiating the request: Lee Anne Brockman, Steve Massey

School(s): Forest Lake Area High School

Grade(s): 10-12

Course Title: Media & Technology Support II

Prerequisite: Media & Technology Support I

Describe the process that led to this request for a new course/content:

This course will allow students who have completed Media & Tech Support I to take their learning to the next level. Students will continue to develop knowledge and understanding of a wide range instructional technologies, but leveraging their prior experience, students will also develop leadership and collaborative skills. Tech Team II students will serve as leaders, teachers, and mentors to Tech Team I students as opportunities allow.

As with Tech Team I, this program will be delivered in tandem with curricular materials provided through a program called *MOUSE*, which is aligned with ISTE's nationally recognized standards for technology in education. Tech Team II students will select an independent *MOUSE* topic beyond their previous experiences.

Mouse topics include:

- circuitry & electronics (robotics)
- app development
- web design, development, and support
- game design
- computer coding
- web literacy

Students will divide their time between the role of media & tech support help desk, and working on an independent project. Independent projects will likely tie back to *MOUSE*, and will be approved by the instructor, including learning targets, project parameters, and timelines.

Specific Information to Accompany Request

Learner Outcome (Elementary)/Course Outlines (Secondary)

Refer to the learner outcomes/course outline format and guidelines and attach learner outcomes/course outline to your proposal [Learner outcomes and course outline may be found at this link.](#)

Budget Considerations

- **Textbooks** – If textbooks will be necessary to teach this course, complete the New Textbook Request Form and attach this form to your proposal.
- **Curriculum Writing** – If curriculum writing is necessary to develop this course, complete the Curriculum Writing Request Form and attach this form to your proposal.
- **Software** – If software materials are necessary to teach this course, complete the appropriate Software Request Form and attach this form to your proposal.
- **AV Materials** - If AV Materials are necessary to teach this course, please list required items on a separate sheet and attach it to your proposal.
- **Equipment/Hardware** – If specific equipment and/or hardware is necessary, complete the Request & Information Sheet for New and Replacement Equipment Form and attach this form to your proposal.
- **Staff Development** - If specific workshops or specific knowledge needs to be acquired to teach this course, complete an EGDC form.

Effects of the Learner Outcomes/New Course Proposal

Does the change affect:

- Current curriculum:
no
- Programs in other departments/grade levels:
no
- Credit requirements:
o
- Prerequisite requirements:
students must have completed Media & Technology Support I, and students need to apply
- Staffing:
no
- Space allocation:
minimal - students will be working in small groups (1-3), with work space in the media center or tech office
- Master schedule:
no
- District Technology impact:
Tech Interns will provide service and support, but as with all learning experiences, there will also be occasions when mistakes are made. The financial/technical losses should be minimal and far outweighed by the benefits of the program.
- Other:

Comments

Please comment on learner outcomes/course outline, budget considerations and effects of the course:

Person(s) initiating this request:

This is a great opportunity for students to expand their technical knowledge and build leadership skills. Their experiences here will help prepare them for learning, leading, and working out in the real world.

Building Department Chair(s):

Building Media Specialist(s):

I fully support this endeavor, and feel it will have a high impact on students, and a low impact on budgets, scheduling, and staffing.

Building Principal(s):

Signatures

Century Building Department Chair



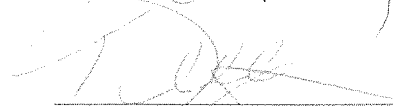
Century Principal

Southwest Building Department Chair



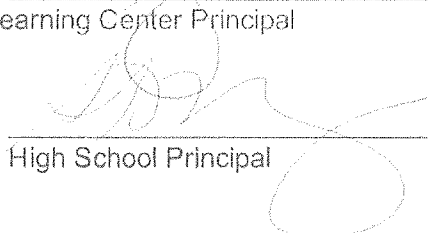
Southwest Principal

Area Learning Center Teacher

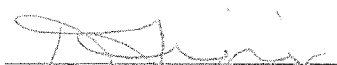


Area Learning Center Principal

High School Building Department Chair



High School Principal



Director of Teaching and Learning

Signatures indicate an awareness that the proposal is being made.