

Introducing the Deaf Education Join Together Project's

Master Teacher



Project Handbook

Table of Contents

Welcome and Overview

- ☆ Welcome Message3
- ☆ What is the Join Together Project?3
- ☆ What is a Virtual Professional Development School (VPDS)?3
- ☆ What is the Master Teacher Project? How does it fit within the Join Together Project?4
- ☆ Who are the Join Together Master Teachers?4

Nominating a Master Teacher (Nomination in a Nutshell).....5

You've been nominated! Now what? (Nominee FAQs).....6

You're a new Master Teacher! Now what? (New Master Teacher FAQs)

- ☆ Initial Activities7
- ☆ Beyond Initial Activities.....7

Benefits of Being a Master Teacher8

Classrooms As Learning Portals

- ☆ Overview9
- ☆ Level 1 Collaborations9
- ☆ Level 2 Collaborations.....9
- ☆ Level 3 Collaborations.....9

Resources

- ☆ Bulletin Board10
- ☆ netTrekker10
- ☆ Master Teacher Listserv10
- ☆ Eyeball Camera (aka Webcam) and iVisit10
- ☆ S.T.A.R.S. Newsletter11

Contact Information

- ☆ Project Office12
- ☆ Join Together Project Leadership.....12
- ☆ Topical Team Leaders..... 13 - 15

Glossary16

Master Teacher Initial Activities Checklist17

Welcome and Overview

Welcome Message

Hello! Thank you for your interest in the Join Together Project and its Master Teacher component. We encourage you to review the information available in this document and on the project website (www.deafed.net). If you have any questions, comments or concerns feel free to contact the Project Office via catalyst@kent.edu or calling 330-672-0735 V / 330-672-2396 TTY (see Contact Information, page 12 for more details).

What is the Join Together Project?

This national project, *Join Together: A Nationwide On-Line Community of Practice and Professional Development School dedicated to Instructional Effectiveness and Academic Excellence within Deaf/Hard of Hearing Education*, is funded through a U.S. Department of Education Preparing Tomorrows Teachers to use Technology (PT3) grant awarded in 2003 to the Association of College Educators of the Deaf and Hard of Hearing (ACE-D/HH). The Project Office is housed at Kent State University in northeastern Ohio; Kent State serves as the fiscal agent for this grant.

The Join Together Project has eight grant objectives* designed to support and document the establishment and use of a Virtual Professional Development School (VPDS) network. The purpose of the VPDS is to link the theories and resources of our nation's d/hh teacher preparation programs to the proven practices and learning opportunities of successful preK-12 settings. The linking of theory with practice is facilitated by the use of Internet-based video conferencing with the belief that such existing and emerging technologies can serve to enhance both the efficiency and effectiveness with which we prepare individuals to become teachers of students who are deaf/hard of hearing.

More information about the Join Together Project, including the grant proposal and annual reports, can be found via the project website (www.deafed.net).

*The work towards accomplishing these eight objectives is led by Topical Team Leaders [TTL]; see Contact Information, pages 13 through 15.

What is a Virtual Professional Development School (VPDS)?

Establishing a Virtual Professional Development School (VPDS) network is an integral part of successfully achieving the goals of the Join Together Project. When submitting our funding proposal to the U.S. Department of Education, we asserted that the "primary problem of deafness is not too little hearing, but too much interpersonal and informational isolation." This isolation affects the nation's students who are deaf or hard of hearing, their preK-12 teachers, and students and faculty of all d/hh teacher preparation programs. We seek to tackle this isolation with technology. By using Internet-based video conferencing, our goal is to "join together" virtually and connect deaf education students, faculty, and Master Teachers - thus creating a VPDS network.

What is the Master Teacher Project? How does it fit within the Join Together Project?

The Master Teacher Project is an important part of the larger Join Together Project. Through the Master Teacher Project, innovative and effective preK-12 teachers of students who are deaf/hard of hearing are identified and invited to become involved with the Join Together Project. We are working to facilitate collaboration, reduce isolation, and increase recognition of deaf educators through the design and use of a Virtual Professional Development School (VPDS) network. This emerging VPDS links preK-12 Master Teachers and d/hh teacher preparation programs.

Who are the Join Together Master Teachers?

Our Master Teachers are those who are considered particularly innovative and effective in their instruction of students who are deaf/hard of hearing. Current and past Master Teachers:

- ☆ come from all across the United States;
- ☆ teach pre-kindergarten through twelfth grade;
- ☆ utilize various communication methods (including ASL, oral, bi/bi, simultaneous, and others); and
- ☆ teach in a variety of environments such as state schools for the deaf, mainstream, and itinerant.

A PowerPoint presentation with a map and listing of all current and past Master Teachers can be found on the Master Teacher Project page (<http://www.deafed.net/PageText.asp?hdnPageId=71>).



Nominating a Master Teacher

Nomination in a Nutshell

Nominators: Who can nominate an individual to be a Master Teacher?

Nominations can be submitted by any number of knowledgeable persons such as school administrators, peer teachers, parents of students who are deaf/hard of hearing, or a d/hh teacher preparation program faculty member.

Nominees: Who can be nominated as a Master Teacher?

Persons nominated as deaf education Master Teachers should be current preK-12 teachers who are established (i.e., not in their first years of teaching) and considered particularly innovative and effective in their instruction of students who are deaf/hard of hearing. We especially encourage nominations of teachers who have National Board Certification and those certified in mathematics or science.

Nomination: How is a nomination to be submitted?

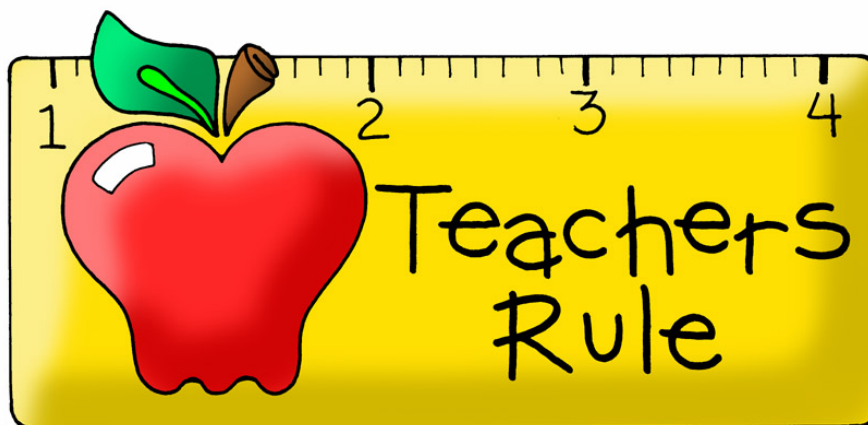
By completing and submitting the online Master Teacher nomination form. A link to this form is found on the Master Teacher Project webpage (<http://www.deafed.net/PageText.asp?hdnPageId=71>).

Process: What happens after a nomination is submitted?

The nomination form goes to the Join Together Project office. The Project Office will e-mail important information about the Master Teacher Project and invite the nominee to accept the nomination and participate in the Join Together Project. Note: nominators will receive a copy of the nomination notification e-mail.

Nominee's Decision: How do nominees accept their nomination? How do they decline?

To accept a nomination, a nominee completes the Master Teacher informational/demographic form (a link to this form is found on the Master Teacher Project webpage [<http://www.deafed.net/PageText.asp?hdnPageId=71>]). This submission serves not only to accept the nomination but to provide important initial information to the Project Office. To decline a nomination, the nominee simply replies to the notification e-mail indicating the decision not to accept. Note: nominators will be informed of their nominee's decision.



You've Been Nominated! Now what?

Nominee FAQs

I have been nominated as a Master Teacher; what does this mean?

Congratulations! The nomination means you are thought of as a particularly innovative and effective teacher of students who are deaf/hard of hearing. You are now being invited to become involved with the federally funded, national deaf education Join Together Project.

What should I know about the Join Together and Master Teacher Projects?

In order to better make a decision about accepting your nomination, you should now:

- ☆ read the Master Teacher Project Handbook; in particular, see:
 - ✎ Master Teacher responsibilities (see New Master Teacher FAQs, page 7)
 - ✎ Benefits of Being a Master Teacher (page 8)
- ☆ review the Master Teacher Project webpage (<http://www.deafed.net/PageText.asp?hdnPageId=71>)
- ☆ contact the Project Office with any questions (see Contact Information, page 14)

How do I let the Join Together Project know my decision?

To accept your nomination, simply complete the Master Teacher informational/demographic form (a link to this form is found on the Master Teacher Project webpage [<http://www.deafed.net/PageText.asp?hdnPageId=71>]). To decline a nomination, simply reply to your notification e-mail indicating your decision not to accept.







You're a new Master Teacher! Now what? (New Master Teacher FAQs)

Initial Activities

I have accepted my nomination as a Master Teacher, now what?

You now begin addressing the initial Master Teacher activities (a checklist is available on page 18 of this Handbook). Accepting a Master Teacher nomination indicates you will:

- ☆ register, if you have not already, on the deaf ed. project's website (www.deafed.net);
- ☆ *consider* accepting a student teacher from one of the nation's d/hh teacher preparation programs (note: you are asked only to be open to the possibility; you will never be required to accept a placement);
- ☆ share information regarding www.deafed.net with a minimum of three persons (e.g., school colleagues, administrators, parents of students who are deaf or hard of hearing);
- ☆ sign up/complete an application to serve, if called upon, as a Cyber Mentor for one or more preservice teachers (information about the Cyber Mentor Project, including the application, can be found online at <http://www.deafed.net/Mentor/default.asp>);
- ☆ share, via posting to www.deafed.net, a Problem/Solution document containing the following information:
 -  Problem - a brief description (one paragraph) of a common problem you encounter in teaching students who are deaf or hard of hearing.
 -  Solution - detailed description (one to two pages) of the strategies and resources you use(d) to address the problem.
 -  Impact - brief description (one paragraph) of how students react when you use(d) the solution.
 -  Contact Information - e-mail address at which you can be reached if someone would like to contact you for more information on this "Problem/Solution."
- ☆ agree to continue involvement with the Join Together Project in the coming year by staying in communication with the Project and participating in one or more "Classrooms as Learning Portals" collaborative opportunities (more details under Classrooms as Learning Portals, page 9).

Beyond Initial Activities

I have agreed to and completed all of the initial Master Teacher activities, what is next?

You now move into more independent involvement or collaborations. Master Teachers are expected to participate in a minimum of one collaborative activity per year. Activities and opportunities will be announced as they become available and can include survey participation, providing feedback from a preK-12 perspective on select resources or issues, or compensated work under one of the project's eight Topical Teams (see Contact Information, pages 13 through 15). Collectively, the collaborative activities involving Master Teachers is known as Classrooms as Learning Portals; for further details see Classrooms as Learning Portals, page 9.

Benefits of Being a Master Teacher

The benefits of being a Master Teacher include those that are tangible as well as intangible; here are just a few:

Immediate Benefits

- ☆ Logitech eyeball camera (aka webcam) for videoconferencing on a PC or Mac
- ☆ One-year paid subscription to netTrekker (exceptional search engine specifically for teachers)
- ☆ iVisit university/educational subscription (videoconferencing tool)
- ☆ Technical support in getting set up with camera, iVisit, website, etc.
- ☆ Receive announcements of, and information about, available collaborative opportunities. While many of these opportunities do not include financial incentives they can result in new friendships around the country and often provide avenues for professional development. Some opportunities, e.g., work done under the Join Together Project to specifically advance its goals, do have financial incentives - announcements will clearly identify these opportunities.
- ☆ Networking opportunities - connect with preK-12 Master Teachers across the country.

On-going Benefits

- ☆ Personal satisfaction of knowing you do something significant for the field of d/hh education.
- ☆ Contributing to, and accessing, a growing database of instructional modules designed specifically for students who are deaf or hard of hearing.
- ☆ Professional activities which may count towards re-certification, e.g., writing instructional modules, guest lecturing at a university, and teaching a professional development course all count towards CED re-certification.
- ☆ Professional growth activities that enhance your personal portfolio and resume and will count when it comes to possible job enhancements, merit pay raises, or simply is excellent PR for you and your employer.
- ☆ Consultation opportunities - you may be contacted to be a feature speaker at a conference, to conduct workshops, or to give a Virtual Topical Seminar.
- ☆ Recognition letters or certificates of participation from the Join Together Project for your files.

Classrooms as Learning Portals

Overview

What is Classrooms as Learning Portals?

Collectively, all of the collaborative activities under the Join Together Project which involve Master Teachers is known as Classrooms as Learning Portals (CLP).

Why that title?

Classrooms as Learning Portals encompasses the underlying belief of the Join Together Project that preK-12 classrooms, especially those of our Master Teachers, are portals to learning for not only preK-12 students who are deaf/hard of hearing but deaf education students in our nation's d/hh teacher preparation programs and their faculty. It is through these classrooms, both physically and virtually, that we hope to link and share the proven practices and learning opportunities of our preK-12 settings with the theories and resources of our teacher preparation programs.

So what are these collaborative activities? And how are they categorized?

Master Teacher collaborative activities are categorized into three levels, with each level having successively more involvement and more benefits. The levels are as follows:

Level 1 Collaborations

Master Teachers collaborating with one another on projects having the potential to support or enhance their professional work. e.g., share resources, collaboratively develop and implement teaching modules or learning opportunities, or observe and provide feedback concerning each other's instructional design and student performance questions.

Level 2 Collaborations

Master Teachers collaborating with Topical Teams* that are researching and sharing a knowledge base of "recommended practices" (instructional, content, technology, and assessment) in preK-12 deaf education.

*Topical Teams work toward accomplishing the eight grant objectives of the Join Together Project. Each of the eight teams is led by two Topical Team Leaders (TTL). For more details, see Contact Information, pages 13 through 15.

Level 3 Collaborations

Master Teachers collaborating with college/university classes (faculty and deaf education students) by using existing and emerging Internet based video conferencing technologies. The purpose of this collaborative level is to document, support, and model best practices by evolving classrooms from four walls and a door to learning portals that enhance both teaching and learning e.g., establish "virtual" field experiences, expand on-line learning opportunities for preK-12 students, provide guest lectures, and facilitate student teaching placements throughout the country. For more information on participating at this level, contact the Project Office (see Contact Information, page 12)

Resources

Bulletin Board

Master Teachers have access to an interesting tool to help disseminate information and to facilitate potential collaborative efforts between our Master Teachers and post-secondary deaf ed. faculty. We have created a secure bulletin board on our website (www.deafed.net). On this bulletin board there is an entry for each active Master Teacher and an FAQ area. All new Master Teachers are granted access and will receive directions to this secure bulletin board after they have accepted their nomination.

netTrekker

Current Master Teachers rave about netTrekker, a fantastic Internet search engine specifically for teachers. netTrekker helps preK-12 teachers, students, and other educators looking for Internet-based resources by quickly providing reliable, relevant search results. All results are tied to each State's standards!! We believe it's an amazing tool.



Master Teacher Listserv

The Master Teacher listserv was created for, and is restricted to, Master Teachers. The Project Office utilizes the listserv to communicate with Master Teachers e.g., announcing collaborative opportunities, requesting survey participation, distributing S.T.A.R.S., etc. Master Teachers may utilize the listserv for topical discussions and collaborative opportunities. Master Teachers are added to this listserv after they have accepted their nomination.

Eyeball Camera (aka Webcam) and iVisit

Master Teachers can receive a Logitech eyeball camera (for PC or Mac) to enhance their Internet videoconferencing collaborations. Various instant messaging programs can utilize an eyeball camera to allow videoconferencing capabilities on PCs and Macs. Many PC users have a program called NetMeeting that enables one-on-one videoconferencing. The Join Together Project is very excited about an inexpensive, Internet-based, all-in-one communication program called iVisit.



iVisit enables users to simultaneously videoconference, audio call, share files/URLs, and chat one-on-one or with a small group. iVisit works with Windows or Mac operating systems and users of either system can interact with each other effectively. iVisit is a free download and installation from www.िवisit.com. "Lite" (one-to-one communication) accounts are free; "UNI" (university/educational, multiple communication) accounts are available under the Join Together Project's paid subscription (contact the Project Office [see page 12] for more details).

Technical assistance in installing the eyeball camera and iVisit is available upon request from the Project Office.

S.T.A.R.S. Newsletter

The Project Office distributes a monthly newsletter especially for our Master Teachers. S.T.A.R.S. (Special Teachers Achieving Real Success) shares Master Teacher interviews, curriculum resources, collaborative opportunities, and much more. Current and past issues of S.T.A.R.S. can be accessed through the Master Teacher Project webpage at <http://www.deafed.net/PageText.asp?hdnPageId=71>.

Contact Information

Project Office

Michelle Hoversten
Project Coordinator
Kent State University ~ OH
mhoverst@kent.edu
330-672-0735 Voice
330-672-2396 TTY
330-672-2498 Fax
edhh_Michelle_H.6167 iVisit
131.123.97.34 IP

Sherry Ernsberger
Project Assistant
Kent State University ~ OH
sernsber@kent.edu
330-672-0735 Voice
330-672-2396 TTY
330-672-2498 Fax
edhh_Sherry_E.4961 iVisit
131.123.97.34 IP

Tom McNeal
Director, Videoconferencing
tmcneal@kent.edu
330-672-9801 Voice
330-672-2396 TTY
330-672-2498 Fax
edhh_TomMcNeal.5800 iVisit
131.123.97.34 IP

Join Together Project Leadership

Dr. Harold Johnson
Co-Director
Kent State University ~ OH
hjohnson@kent.edu
330-672-0735 Voice
330-672-2396 TTY
330-672-2498 Fax
edhh_Harold_J.4570 iVisit
131.123.97.34 IP

Katharine Stephens Slemenda
Co-Director
Converse College ~ SC
katharine.slemenda@converse.edu
864-596-9080 Voice/TTY
864-596-9526 Fax
edhh_KatharineS.6463 iVisit
204.116.122.66 IP

Contact Information

Topical Team Leaders

Objective 1.1: Technology Infrastructure

Karen Warren
American School for the Deaf ~ CT
Karen.Warren@asd-1817.org
860-570-1878 Voice
edhh_Warren_K.1209 iVisit

Tom McNeal
Kent State University ~ OH
tmcneal@kent.edu
330-672-9801 Voice
330-672-2498 Fax
edhh_TomMcNeal.5800 iVisit
131.123.97.32 IP

Objective 1.2/2.3: Faculty Technology Competence

Karen Dilka
Eastern Kentucky University ~ KY
karen.dilka@eku.edu
859-622-1043 Voice
859-622-4443 Fax
edhh_Karen_D.2298 iVisit

Liz Parker
Utah State University ~ UT
lizpar2032@comcast.net
801-949-3406 Voice
edhh_Liz_Parker.1623 iVisit

Objective 1.3: Preservice Teacher Diversity

Sharon Baker
University of Tulsa ~ OK
bakers@utulsa.edu
918-631-2910 Voice
918-631-3668 Fax
edhh_Sharon_B.2236 iVisit

Joyce Daugaard
University of Minnesota ~ MN
dauga001@umn.edu
612-624-7340 Voice
612-626-9627 Fax
edhh_Joyce_D.3146 iVisit

Objective 1.4: Multi-state Certification and Preparation

Pamela Broadston
University of Arkansas Little Rock ~ AR
pmbroadston@ualr.edu
501-683-7150 Voice/TTY
501-569-3547 Fax
edhh_Pamela_B.4361 iVisit

Kate Reynolds
University of New Orleans ~ LA
Kreynold@uno.edu
504-280-7162 Voice
edhh_Kate_Reyn.2752 iVisit

Contact Information

Topical Team Leaders

Objective 2.1: Instructional Competence

David Martin
Gallaudet University ~ DC (Retired)
Davidchina_2000@yahoo.com
508-420-0224 Voice
508-420-1588 Fax
edhh_David_M.2205 iVisit
24.60.218.199 IP

Nanci Scheetz
Valdosta State University ~ GA
nascheet@valdosta.edu
229-219-1317 Voice
edhh_Nanci_S.4923 iVisit
168.18.146.222 IP

Objective 2.2: Content Competence

Susan Easterbrooks
Georgia State University ~ GA
seasterbrooks@gsu.edu
404-651-0116 Voice
edhh_Susan_E.5710 iVisit
131.96.240.163 IP

Elaine Gale
Hunter College CUNY ~ NY
egale@hunter.cuny.edu
212-772-4702 Voice
212-650-3207 TTY
edhh_GaleElaine.4390 iVisit

Lou Larwood
California State University - San Jose ~ CA
llarwood@email.sjsu.edu
408-924-3768 Voice
not available iVisit

Brenda Stephenson
University of Tennessee ~ TN
bsimmon1@utk.edu
865-974-7394 Voice
edhh_Brenda_S.2795 iVisit

Objective 2.3/1.2: Technology Competence

Maribeth Lartz
Illinois State University ~ IL
mnlartz@ilstu.edu
309-438-8988 Voice
309-438-8699 Fax
edhh_Maribeth_L.6462 iVisit
138.87.77.117 IP

Shelley Popson Ardis
Resource Materials & Technology Center:
D/HH ~ FL
popson_s@firn.edu
904-827-2337 Voice
904-827-2338 Fax
edhh_Popson_S.5292 iVisit
150.176.93.27 IP

Contact Information

Topical Team Leaders

Objective 2.4: Assessment Competence

Sandy Bowen
University of Northern Colorado ~ CO
sandy.bowen@unco.edu
970-351-1672 Voice/TTY
edhh_Sandy_B.6276 iVisit

John Luckner
University of Northern Colorado ~ CO
john.luckner@unco.edu
970-351-2691 Voice
970-351-1061 TTY
edhh_John_Luck.3118 iVisit

Glossary

Choice = term for compensated activity work under the Join Together Project.

CLP = Classrooms as Learning Portals

CM = Cyber Mentor

deafed.net = www.deafed.net is the website through which the Join Together project communicates.

JT = Join Together

MT = Master Teacher

PT3 = U.S. Department of Education's Preparing Tomorrows Teacher to Use Technology Program

S.T.A.R.S. = Special Teachers Achieving Real Success

TTL = Topical Team Leader

VPDS = Virtual Professional Development School

INITIAL ACTIVITIES CHECKLIST

- _____ Receive and review "Welcome" e-mail from Join Together Project Office.
- _____ Receive automated notification e-mail of being added to Master Teacher listserv.
- _____ Become a registered user of the Deaf Ed. website (www.deafed.net).
- _____ Receive and review Master Teacher Bulletin Board orientation e-mail.
- _____ Share information concerning www.deafed.net with a minimum of three persons (e.g., school colleagues, administrators, parents of students who are deaf or hard of hearing).
- _____ Sign up/complete an application to serve, if selected, as a Cyber Mentor for one or more deaf ed. preservice teachers (information about Cyber Mentoring, and the application, can be found online at <http://www.deafed.net/Mentor/default.asp>).
- _____ Share, via posting to the Deaf Ed. website, a Problem/Solution document containing the following information:
 - Problem - a brief description (one paragraph) of a common problem you encounter in teaching students who are deaf or hard of hearing.
 - Solution - detailed description (one to two pages) of the strategies and resources you use to address the problem.
 - Impact - brief description (one paragraph) of how students react when you use(d) the solution.
 - Contact Information - e-mail address at which you can be reached if someone would like to contact you for more information on this "Problem/Solution."

(Current listing of previously submitted Problem/Solution documents is available via the Master Teacher Project Page [<http://www.deafed.net/PageText.asp?hdnPageId=71>])
- _____ Review latest issue of S.T.A.R.S. (via <http://www.deafed.net/PageText.asp?hdnPageId=71>).
- _____ Review offer of netTrekker. If interested, complete pre-subscription request at www.deafed.net/forms/netTrekkerpre.asp.
- _____ Review offer of eyeball camera and iVisit. If interested, contact Project Office.
- _____ Agreed* to continue involvement with the Join Together Project in the coming year by staying in communication and participating in Classrooms as Learning Portals Level 1, 2, and/or 3.
- _____ Agreed* to *consider* accepting a student teaching placement from one of the nation's d/hh teacher preparation programs.

*Agreement conveyed in acceptance of Master Teacher nomination. If any questions or concerns, contact the Project Office (see Contact Information, page 12).