**Team Charter**

By: Emily Brown, David Copland, Meagan McKinney, and Heather Willkie

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**Introduction**

This charter delineates and evaluates the procedures our group has decided to use in order to achieve an optimal project outcome. The group members have united to create this charter and every member fully supports the following:

**Team Purpose**

The purpose for creating this self-managed team is to design and develop a school to help educate lower elementary students. The outcome of this research will be a paper, wiki page, and slide presentation that explores and presents this topic.

**Expertise**

Each team member identified his/her strengths, skills, and any knowledge or expertise that would be valuable to the team throughout the duration of this exercise.

Emily Brown – Media Specialist Elementary Level, technology, resources

David Copeland – Pre-K Teacher, organization, presentation

Meagan McKinney – 3rd Grade Teacher, organization, technology

Heather Wilkie- 1st Grade Teacher, technology, organization

**Team Rules**

1. Email communication shall be done within personal email addresses
2. Be a good listener.
3. Keep an open mind.
4. No embarrassing, rejecting or punishing a team member who speaks up.
5. Ask questions incessantly.
6. Participate in the discussion.
7. State your opinion.
8. Don’t be defensive if your idea is criticized.
9. Everyone is an equal (no titles).
10. All comments remain in the session (confidentiality rule).
11. If you have an issue with another group member, discuss it with that member directly and immediately.
12. Be prepared to complete work assignments on time.
13. Group members must be present for all group Wimba meetings, unless prior arrangements have been made.
14. Group members should keep group updated on progress for their sections.

**Consequences**

1. If a person does not perform his or her duties group mates will dock points from final peer review.
2. If problems arise that cannot be fixed within the group Dr. Baylen will be notified for help.

**Responsibilities**

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| --- | --- | --- |
| **Task** | **Task Details** | **Group Member** |
| **Group Charter** | Team will develop a charter outlining team members' responsibilities and expectations. | All Team Members |
| **Meeting notes** | After every meeting should write up notes and identify who is responsible for what parts. Who showed up for the meetings? What was each individual's contribution? What issues were discussed? How did the team resolve the issues? | Emily Brown |
| **Population** | As part of your planning, you need to define your target population. | Meagan McKinney |
| **Curriculum** | Once you have defined your population, you need to identify the knowledge and skills that they need to learn. | Heather Wilkie |
| **Philosophy of Teaching and Learning** | Your will describe the philosophical foundations of the teaching approaches that you want this proposed schooling framework will follow. | Meagan McKinney |
| **Strategies for Using and Integrating Current and Emerging Technologies** | Your will describe the current and emerging technologies that will be used and integrated to support teaching and learning activities. | Emily Brown |
| **Assessment and Outcomes** | Your will describe the assessment strategies that will be used to measure learning. Also, outcomes demonstrating student achievement of learning goals and meeting standards will be discussed | Heather Wilkie |
| **Challenges and Limitations** | Your will describe the challenges of implementing this "schooling" plan. | David Copeland |
| **Expanding Adoption, Adaptation and Diffusion** | Your will identify, describe and discuss key ideas from your readings that facilitate the adoption, adaptation, and diffusion of your schooling plan. | David Copeland |
| **White paper** | (10-15 pages adhering to writing and submission protocols including introduction and conclusion. Maximum 20 pages.) | Meagan McKinney |
| **Reference handout** | (Containing at least 25 entries and adhering to APA 6th edition format. No more than 5 websites. No more than 5 books or book chapters.) | Emily Brown |
| **Presentation** | Upload to Wimba on presentation day | David Copeland |
| **Digital Poster** | (3 feet by 4 feet; Landscape orientation) (Containing synthesis of key sections from the white paper with at least 3 supporting visual elements) | Heather Wilkie |
| **Wiki Page** | Develop and upload all documents to wiki page keeping a heading for each page listed as a task. | Meagan McKinney |
| **Individual reflections** | on schooling in the age of emerging technologies and assignment completion experience (at least 300 words). | All Members |