**Langston Chapel Middle School - Interview**

**1. Name of technology coordinator being interviewed.**

Audra Nelson - anelson@bullochschools.org

**2. What is your title?**

Media Specialist

**3. What type of degree is required for your position?**

Instructional Technology Masters

**4. What are your job responsibilities?**

Mrs Nelson indicated having a multitude of responsibilities that is requested of her throughout the year, but she narrowed down her general activities to the ones enumerated below.

1. Book Collection Management
2. Professional Development
3. Digital citizenship Advocate
4. Instructional Literacy Support
5. Teacher support with literary and web resources
6. Technology support for chromebooks

**5. How are you meeting the needs of faculty and staff during the transition to remote learning this semester?**

With Covid causing unprecedented changes in the schools Mrs.Nelson is making the best out of any chaotic situations that arise. The school does not have a specific system in place to accurately determine similar pacing with distance learners. This is creating an academic gap between distance learners and their in-person counterparts. In partnership with Halley green, the district technology coordinator, Mrs.Nelson attempts to make the transition to distance learning as smooth as possible for staff. With one instructor having as many as 100 distance learners in a class across the district, the media center staff stands poised for any technology or parent contact assistance they may need.

**6. How are you meeting the remote learning needs of students and parents?**

Her role has shifted to fit many molds in order to offer assistance where it is needed most. Part of this challenge includes troubleshooting technology and software issues as they arrive from these stay at home students. The district has created a ticketing service to attempt to streamline the multitude of issues and divide the load amongst the media specialists. In addition, Mrs.Nelson makes sure content on the website stays up to date so parents have the most recent school information.

**7. What are typical daily activities for your job?**

The morning is often the most busy with checkout and circulation management. Students would sometimes come in with their chromebooks and need monitoring. Many clerical duties fill in time gaps between scheduled classes including book repair and weeding. When a scheduled class arrives, Mrs. Nelson assists the teacher and students with the locating of resources online as well as in the library. With distance learner troubleshooting being filtered to the media specialists a lot of time is spent answering emails and calls from parents. These issues include learning management software technical issues, chromebook issues, or the use of SORA E-books for students that feature a 1-1 checkout system. Langston Chapel participates in the Accelerated Reader program and Mrs.Nelson organizes school wide incentives to promote reading. Finally, she provides assistance for teachers in the use of the laminator and poster printer.

**8. Do you have a budget that you control? How do you make decisions on selecting resources for your stakeholders?**

There is a certain allotment of money per student that the district provides to the school for the library, but principals control divvying out those funds. In 2008 the library received $8,000, but in the subsequent years up to 2020 there was no real budget set aside for the library. This is due to rapid administration turnover. This year the new administration has allocated $10,000 for new books with a specific request for a selection of graphic novels. With this influx of funding, she surveys teachers and students for desired resources and texts. After analyzing these surveys she reviews the selections and negotiates with companies like Scholastic to get the best deal and collection for the stakeholders. In terms of technology and software purchases, the district makes those decisions.

**9. Have you had an opportunity to impact technology implementation throughout your school? Would you describe a specific example?**

When first starting, Mrs.Nelson had a large hand in the purchase of school wide overhead projectors.This past year she voiced in favor of the Promethean board adoption as well as the chromebook carts that SPLOST tax dollars purchased. She advocated for the use of google classroom in class and is excited about the school now being 1 to 1.

**10. Does your school have a technology committee?**

There are no active committees yet the school is supposed to have one.

**11. How are technology decisions made?**

The district has its own committee to make large decisions but any major decision is made by school administration. Before a decision is made to impact staff, administration would typically send out a web survey for opinions before going ahead with a purchase. One recent example was the school decision to have mounted Promethean boards versus having them on movable stands. The school staff favored mobility, so the boards were purchased with independent stands.

**12. What is the best part of your job?**

Interacting with the students and having an influence on the whole school body through professional development and supportive programs are the best parts. Mrs. Nelson enjoys inviting teachers to use the library space and its resources. It's often a struggle to balance the time it takes for the media center management versus creating deep connections with the students that come by.

**13. What do you find to be the most challenging part of your job?**

Connecting with the students on a meaningful level and achieving teach and administration buy in is the most challenging part of the job. The school is title 1 with 85% of the student population qualifying for free school lunches. There are some rougher moments that require the on campus officer to intervene and the staff to support. These incidents are always difficult.

**14. What other yearly events do you handle?**

This depends on the year, as this year there are less school events. In general the following are events Mrs. Nelson runs:

1. Yearbook
2. School pictures
3. Club pictures
4. Athletic event pictures and reporting
5. Junior Beta sponsor
6. PTO staff liaison