

Online Teacher Pages at St. Bernard School

2009-2010 School Year

Communication with your child's teacher is now possible through our school website. Each teacher has an interactive "wiki" (a web page that uses simple, wiki software for easy editing and interaction between its members.) Our teacher's use their wiki pages to communicate class plans, projects, and assignments to parents and students. To access our St. Bernard School teacher wikis, follow these instructions ...

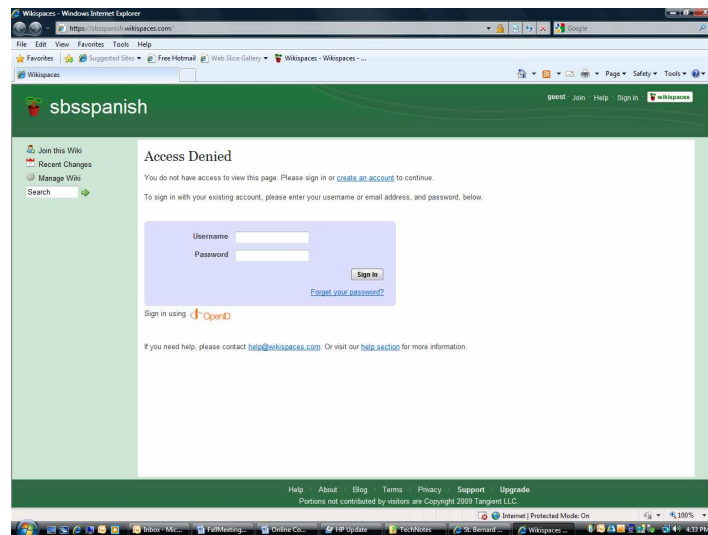
Where to find us: Go to the St. Bernard School website (www.sbs-enfield.com) and select the **Teachers/Staff** page from the menu on the left. The screen will look like this:

The screenshot shows the 'Teachers and Staff' page on the St. Bernard School website. The page includes a navigation menu on the left with options like Home, Mission Statement, Goals and Objectives, etc. The main content area features a table with the following data:

Grade/Position	Name	Wikispace	e-mail
Administrator/Secretary	Karen Hogan		
Kindergarten	Susan Taylor		
Grade 1	Karen Carrigan		
Grade 2	Patricia Sagon		
Grade 3	Donna Duperre		
Grade 4	Rose Wormstedt		
Grade 5	Deborah Grout		
Grade 6	Laura Butterfield		
Grade 7	Tammy Cote		
Grade 8	Charlene Mongillo		
Grade 7/8 - Social Studies	Tophie Nowak		
Grade 7/8 - Religion	Joy Renner		
Music	Beth Surapine		
Spanish	Richard Bill Madore		
Art	Edward Furey		
Media Center - Computer	Michelle Lavoie		
Media Center - Library	Sherry Boucher		
Physical Ed	Stephanie Barry		
Custodian	Tim Hughes		
School Nurse	MaryAnn Stroiney, RN BSN		
Website Support	Daniel Lavoie		
Principal	Sr. JoAnn Lewko		

To initiate contact with a teacher's web page: Click on the flowerpot () to the right of his/her name. This will bring you to the Wikispaces log-in page. Each time you attempt to access a page, you will receive an "Access Denied" message (unless you're already logged onto the Wikispaces site.) This is because we've chosen to keep our teacher's wiki pages private. This will allow your child's teacher to post private information, such as details for a class trip, without jeopardizing the safety of your children. Our teacher's pages will only be viewed by the approved students and parents within our school.

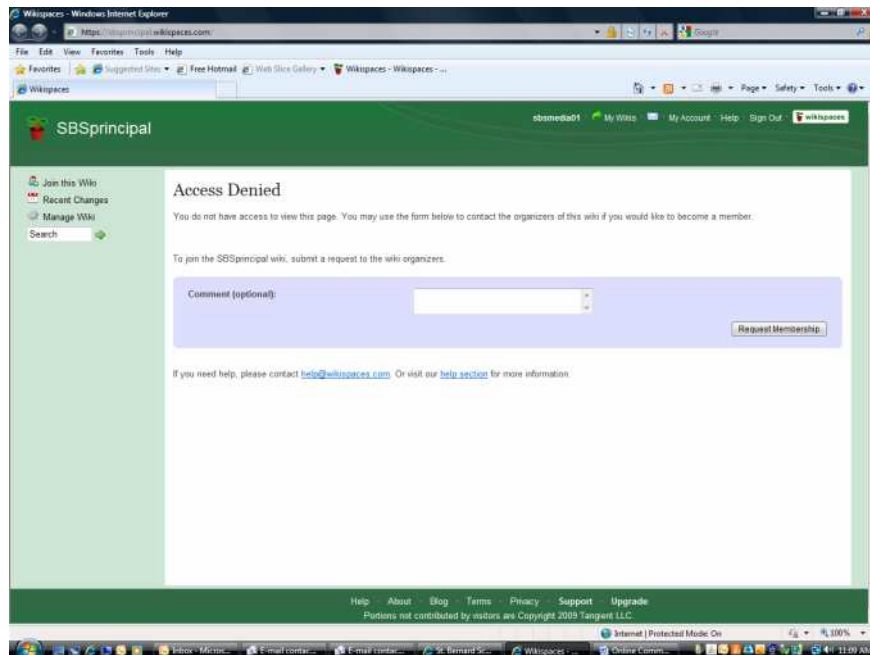
When you first attempt to access a Wikispaces teacher page, you'll see the following screen:



If you are already a member of Wikispaces, just enter your username and password.

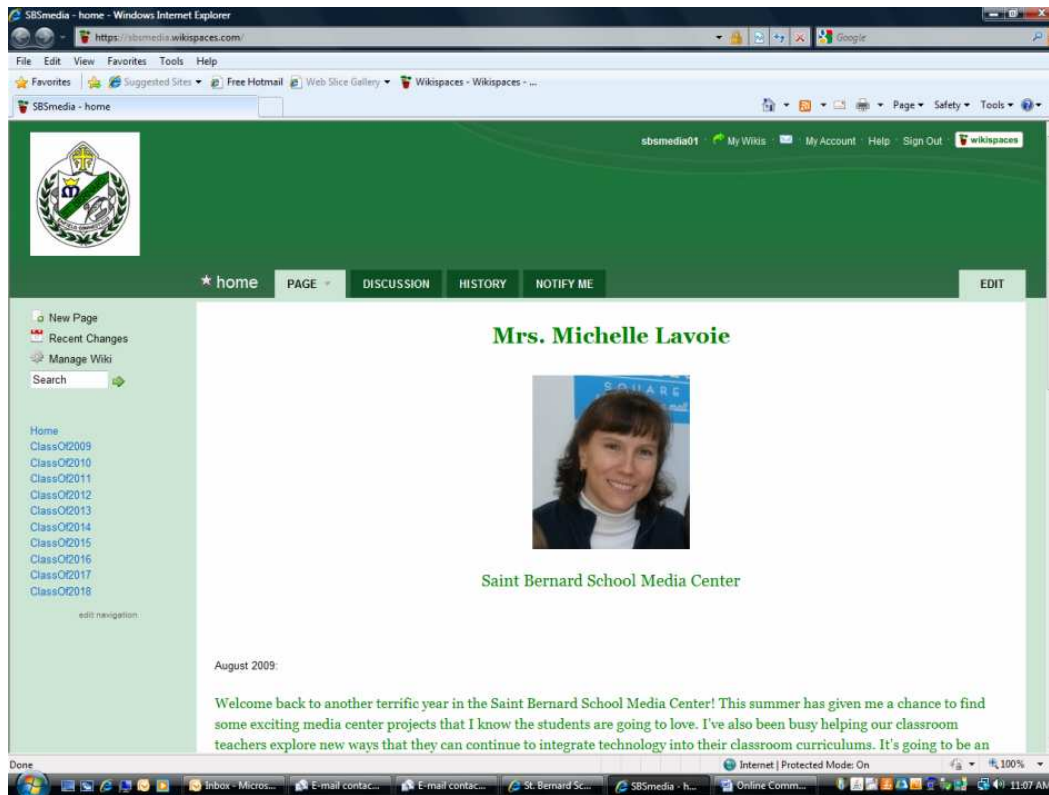
If you are NOT a member of Wikispaces, Click on the blue “create an account” link to choose your Wikispaces username and password. Membership in Wikispaces is free, but you must be registered in order to join a wiki. You will use your username and password each time you log into Wikispaces, and you will have access to any teacher wiki that has accepted you.

To request acceptance into a teacher page, attempt to access that page and you'll see the following screen:



In the Comment box, enter your name and your child's name and press the “Request Membership” button. You must enter this information so the teacher will know who the request is coming from. (Not identifying yourself will delay your acceptance to the wiki.) You will be notified by e-mail when the teacher has approved your request.

Once you have been accepted into a teacher's wiki: You can access the teacher's wiki directly through the link in your acceptance e-mail, you can save it in your web favorites list, or you can use the flowerpot link on the teacher's page. Simply log onto Wikispaces when prompted and you will be brought directly to that teacher's page, which will look something like this:



We hope you enjoy the regular updates from your classroom teacher. To be notified by e-mail each time the page is updated, simply click on the “Notify Me” button at the top of the wiki page and choose the option to be notified by e-mail each time the page is updated. Remember, you can be a member of more than one wiki, so enjoy updates from your classroom teachers, the school office, the principal, and more!

Please note that any comments about the wiki page may be done through the discussions tab. Use this only for general comments. Any communication specifically about your child must be done in a private manner (using the teacher's e-mail, a note to school, or a phone call to the teacher.) Anything written on the wiki is accessible to all members.

Finally, only teachers should edit the home page of their wikis. Any unauthorized editing is reported immediately to the teacher, indicating which member has edited the page. You may wonder why we've chosen to keep the edit function available to members if we don't want them changing a teacher's home page. This is because our teachers will be adding pages to their wikis in the future, which will provide wonderful opportunities for interactive, collaborative class work. Your child (through your wiki log in) will be able to contribute to online class discussions, projects and collaborative learning.

Welcome to education through “Web 2.0 ☺.” Stay tuned ... there are lots of great things coming in the future!