



MCCE NEWS

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In the rapidly growing world of online education, Moodle offers an inexpensive solution to deployment.

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Online education with Moodle

by Vince Long

One of the fastest growing areas of educational technology is the area e-learning, or online learning. Increasing in participation at 25% per year, according to the Sloan Consortium (<http://www.sloan-c.org/resources/>), over 2 million students in institutions of higher education in the United States are taking some form of an online class. Virtually every college offers online courses and this delivery system is now starting to show up at the high school level as well.



Online learning can take forms. In some cases, student participation is completely online, while in others, a portion of the course is

completed in a traditional classroom. Even traditional classes might incorporate some level of online work including research and participation in online discussions through blogs. Whatever the blend, it is becoming more difficult to ignore the impact of this type of educational technology.

Advantages and Disadvantages

Online learning offers many advantages to the student including flexible attendance times, the use of various technologies not utilized in a conventional classroom,

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by Staci Auck

Welcome back to another year of learning and educating. I hope your summer break was enjoyable and relaxing and that your month back at school is going well.

MCCE is an affiliate of ISTE (International Society for Technology in Education) whose mission statement is "Providing leadership and service to improve teaching and learning by advancing the effective use of technology in education." I encourage you to check out the website at www.iste.org and consider becoming an ISTE member if you are not one already. Their store offers a lot of books and courseware that are very informative for all age levels. There are resources from curriculum integration, leadership & skills development, periodicals, assessment strategies, and more. Your membership gives you discounts on these materials. Other links include Professional Development opportunities and programs as well as News & Events that has current and helpful articles about technology that is important to us as educators. For example, I found a very exciting portal by Google (ISTE's newest 100 member) that supports educators and students to engage in digital tools for a world-class education. Go to <http://www.google.com/educators/index.html> and check out the tools available for teachers and students to use and download for free.

This year the National Educating Computing Conference (NECC) is in Atlanta, Georgia on June 24-27. Go to <http://center.uoregon.edu/ISTE/NECC2007/> for more information. In Billings in June there will be a Teachers-n-Technology for middle and high school teachers (I am not sure of the date or exact details at this time.)

Some other technology development opportunities to put on your calendar and check into are:

ITEA 2007 Conference "Technological Literacy: A Global Challenge"
San Antonio, Texas on March 15-17

E-Learning

Albuquerque, New Mexico on February 17- 20

Midwest Education Technology Conference (METC 2007)

St. Louis, MO on February 26- 28

SITE 2007—Society for Information Technology and Teacher Education International Conference
San Antonio, Texas March 26- 30

WTEA Technology Education Conference & Trade Show

Wisconsin Dells, Wisconsin on March 29-30

Tech Fiesta 2007

San Antonio, Texas on April 25- 26

You can find out more information and details at www.theconferencecalendar.com about professional development opportunities.

I also hope you to check out the MCCE website at <http://senior.billings.k12.mt.us/mcce/index.htm> to see what MCCE has to offer.

MCCE NEWS

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This and past issues of MCCE News are available on the World Wide Web at:
<http://senior.billings.k12.mt.us/mcce/>

Phishing and avoiding the bait

by Staci Auck

If you are like me you get a lot of spam and hoax emails each day. Just the other day I opened up an email that confirmed my order from Amazon. Of course when I first saw it I assumed it was confirmation of my order that I had just recently placed from Amazon. However, they were telling me my order was for a Sony Vio for \$2,500 and I had purchased a couple books for only \$20! Of course this sent me into panic mode for a bit and as I read closer I could tell that it just didn't seem legitimate. This had me thinking that there has to be a way to report or check on these types of emails. I then switched into detective mode.



There are a lot of identity thieves out there and they are good at what they do. They put out an attractive lure and hope you will take the bait (such as a fisherman does to catch a trout or bass) and with this they hope they can get you

to give up some of your personal identity information. Phishing is the term coined by hackers who imitate legitimate companies in e-mails to entice people to share passwords or credit-card numbers. The FBI called phishing the "hottest, and most troubling, new scam on the Internet." —Andrew Shain, "Phishing to steal your information," *Charlotte Observer*, July 25, 2003

The following tip from Kevin Pang of the *Chicago Tribune* gives the following tips to help getting caught in a phishing scam and a victim of theft identity.

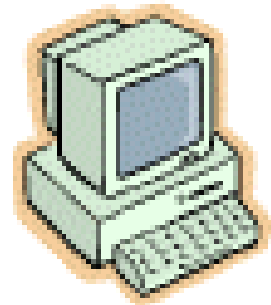
Tips on how to avoid phishing:

- If you receive an unexpected e-mail saying your account will be shut down unless you confirm your billing information, do not reply or click any links in the e-mail body.
- Before submitting financial information through a Web site, look for the "lock" icon on the browser's status bar. It means your information is

secure during transmission.

- If you are uncertain about the information, contact the company through an address or telephone number you know to be genuine.
- If you unknowingly supplied personal or financial information, contact your bank and credit card company immediately.
- Suspicious e-mail can be forwarded to uce@ftc.gov, and complaints should be filed with the state attorney general's office or through the FTC at www.ftc.gov.

One caution is to NEVER give out your Social Security number and be VERY cautious about giving out checking account numbers and bank routing numbers. If you receive a request from your bank for an account number, take the email to your bank in person.



The article also suggests that the following tips get posted to your teacher's lounge bulletin board, sent as a memo, and even published in a school and/or parent's newsletter to help others avoid getting "caught."

WANTED

Newsletter Articles for MCCE News

Software Reviews,
Classroom Technology Tips, Student-
Written Stories, Web Site Reviews



Join ISTE, the national voice for the
Montana Council for Computers and
Technology in Education.

<http://www.iste.org>

Online Learning

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a broader diversity of fellow students due to the extended geographical range of the class, and opportunity for self-pacing through the curriculum. Additionally, some students favor the isolated nature of these classes and feel more apt to contribute to discussions when their contributions can be carefully considered prior to posting. Advantages to the schools include the ability to attract a greater diversity and quantity of students and the possibility of offering a course that would have insufficient enrollment if relying on their local population.

Online learning does have its critics and disadvantages. Some feel that teaching and learning are such human processes that the lack of face-to-face interactions hinders the learning process and that feedback from fellow students and instructors is delayed. At some institutions, students must pay an additional fee for online courses making them a more expensive alternative. Institutions may also have difficulty ensuring that the enrolled students are the ones actually doing the coursework.

Regardless of these advantages and disadvantages, online learning is here to stay and will continue to evolve with the technological developments that enable it. Increased network bandwidth allows for the possibility of two-way video. The growth of online libraries provides easier access to research information. Courses will continue to add new tools such as wikis (documents that are edited by a group), podcasts (audio files), and a host of other interactive technologies.

Online learning in K-12

While deployment of online learning has been rapidly adopted by higher education, K-12 schools have lagged behind. There are many reasons for this, some of which are mentioned above, but some are

unique to the nature of K-12 education. Two of the necessary traits for success as an online learner are a high level of maturity and self-motivation, characteristics not fully developed in younger learners. Also, schools at this level have a custodial function and therefore the students are already onsite, negating the need for distance learning.

Another impediment has been the cost of setting up and maintaining the necessary infrastructure. Delivering courses online requires a course management system (CMS), a piece of software or a service that can be fairly expensive for schools who are already strapped for funds. There are many commercial CMS solutions such as WebCT (www.webct.com), Blackboard (www.blackboard.com), and E-college (www.ecollege.com). Prices depend on many factors including the number of users, but \$30,000 to \$100,000 per year for the service would not be unusual.

There are two ways around these costs: developing your own CMS or using an open-source CMS. Many universities are going with the former, relying on their own developers to write custom applications to suit their unique needs. Others are looking at the open source world where there are several viable CMS applications available at no cost other than for deployment and support. One popular open source CMS system is the Sakai Project (<http://www.sakaiproject.org/>). Another is Moodle (<http://www.moodle.org/>), which is reviewed below. A great site providing information and demos of open source solution is, appropriately, <http://www.opensourcecms.com/>.

What does a CMS do?

A course management system provides most of the tools found in a conventional, brick and mortar learning institution but does so via the Internet and, usually, provides the information through the user's

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web browser. There have been a few CMS implementations that required the use of a proprietary user client software, FirstClass (<http://www.firstclass.com/>) comes to mind, but it is safe to say that web browser-based systems dominate the field today. In general, a CMS will provide:

Administrative management – These controls configure the system, how the site will look, who is allowed to create courses, when courses are offered, etc.

Enrollment services – A way for students to sign up for courses. Students may be required to pay for

the course before signing up. Access to enrollment can be controlled in a variety of ways.

Course creation tools – Instructors can create online course content without knowing how to use anything other than a word processor. A variety of teaching tools can be implemented within a course such as online discussions, reading materials, multimedia presentations, assessments, and collaborative learning experiences.

Student access – The CMS provides various means for the student to navigate through the course, submit projects, collaborate with others, and receive feedback.

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Typical Moodle Screen Layout

The screenshot displays the Moodle interface for Billings Senior High Online Education. The header includes the school logo and name, a language selection dropdown (English (en)), and a login status indicator. The main content area is organized into several modules:

- Welcome:** A message stating, "Welcome to our Online Education Project. A variety of education opportunities await you here and new ones will be arriving soon."
- Latest News:** A section with a date of 5 Jul, 20:05 and a link to "SeniorHigh Admin Online Learning Heads for Beta Testing more...".
- Course categories:** A list of categories including Technology Education, Art, MCCE, Health Enhancement, School Quality Planning, and Science, with search options for "Search courses..." and "All courses...".
- Available Courses:** A list of course categories with icons and links: Technology Education (Career Explorations Unit), Art (Advanced Placement Art History), MCCE, Health Enhancement, School Quality Planning, and Science. A search bar is located below this list.
- Login:** A form with fields for Username (moodleadmin) and Password, a Login button, and links for "Create new account" and "Lost password?".
- Calendar:** A calendar for October 2006, showing dates from 1 to 31.
- Contact Information:** A section with the text "Questions? Send email to; longw@billings.k12.mt.us".

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Accountability tools – Track student use of the site, record time on-task, deliver tests and other assessments, and provide grades and other reports.

Making a choice: commercial or open source?

Just because it is open source, and free, does not mean that deployment of open source CMS is without cost. Signing up for a commercial service will bring with it a variety of support and training options while open source users must rely on developing their own support staff. Open source

users will have to set up, install, and configure the CMS, administer the system, and deal with their own hardware issues. If the institution already has a technology support department, particularly one that maintains a web server, they probably already have the technical skills required to deploy an open source CMS. For many school districts this will prove to be the least expensive option.

A look at one open source CMS: Moodle

While there are several open source CMS solutions available, I selected Moodle for installation at Billings Senior High after reading a variety of

Class Outline in Moodle

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The screenshot displays a Moodle course interface. On the left, there are navigation menus for 'People' (Participants), 'Activities' (Assignments, Forums, Resources), 'Search Forums', and 'Course categories' (Technology Education, Art, MCCE, Health Enhancement, School Quality Planning, Science). The main content area is titled 'Topic outline' and lists two topics: '1 Careers, Jobs, and the Workplace' and '2 Why We Work'. The 'Why We Work' topic includes sub-items: 'Reading Assignments', 'The Why We Work Forum', and 'Supplemental Reading'. On the right, there are sidebars for 'Latest News' (No news has been posted yet) and 'Upcoming Events' (There are no upcoming events).

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reviews and visiting numerous sites using Moodle. Moodle (Modular Object-Oriented Dynamic Learning Environment), available at www.moodle.org, was first released in 1999 by Martin Dougiamas, and has been undergoing continuous upgrades since. Dougiamas, a PhD. with advanced degrees in both computer science and education, designed Moodle to blend well with a constructivist approach toward curriculum while implementing the flexible accountability features required in the outcomes-oriented classroom, such as those required under the No Child Left Behind legislation. Currently there are nearly 14,000 registered Moodle sites with over 400,000 courses online, making Moodle second to Blackboard in CMS popularity.

System Requirements

Moodle requires a PHP (a programming language) enabled web server and access to a database server, such as MySQL. The most popular configuration for Moodle is LAMP (Linux, Apache, MySQL, PHP) but Moodle is very friendly on other systems. At Billings Senior High, I am running Sambar (www.sambar.com) for my web server on a Pentium 2.6 computer with Windows XP Pro, and 512 MB RAM. I have the latest versions of PHP (<http://www.php.net/>) and MySQL (<http://www.mysql.org/>) on the system. With the exception of Windows XP, all of this software is free.

Installation

Installation of Moodle is easy but I did not start with the Moodle installation. PHP and MySQL must be installed and configured first. Since I was already running these tools to serve up our school's online newspaper, the BroncExpress ([\[senior.billings.k12.mt.us/bexpress/index.php\]\(http://senior.billings.k12.mt.us/bexpress/index.php\)\), I only had to log on to the MySQL server and create a database for Moodle. During installation, Moodle would take care of building its own tables within the database. Next, I downloaded the Moodle software in the .zip format, about 9 megabytes, and decompressed it into a folder in the web server's documents area. Then I opened that folder online with a web browser and was greeted with the Moodle installation screen.](http://</p></div><div data-bbox=)

The full installation process took about 20 minutes during which I was asked to fill out various forms online to configure Moodle for basic operation and security. When completed I went back to the Moodle folder on the server and was presented with the default page for my site. This default page is changeable and the user can create a complete custom layout or choose from a variety of existing templates. Once I logged in as site administrator I was able to start creating accounts on the system, change the look and feel of the site, and begin creating my first course.

Moodle's features

As a full-featured CMS, Moodle offers a variety of tools for course creation and management and since it is written in PHP, those with knowledge of that language can go behind the scenes to make custom changes. For the teacher creating a course, there are many options available which Moodle refers to as resources or activities: blogs, wikis, forums, chat, surveys, quizzes, as well as standard web pages can be incorporated into any online class. Easy building tools are provided including a slick online editor that functions like a word processor allowing the course creator to build and deploy web pages without knowledge of HTML (hypertext markup language). Courses can be configured as weekly sessions or by units. Starting dates can be set, as well as settings controlling who will have access to the class.

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Course content can include text, links to other sites, images, files, videos, mp3s, and other media. The teacher can upload virtually anything to the server and have it included in the course content.

The site administrator can control who has site access and how access will be granted. If so configured, new students can create their own accounts and Moodle will send an email for them to validate their registration. Teachers receive a list of email addresses for those enrolled in their courses and can then contact students and provide them with a PIN, which will allow them full access to a course.

For the students, Moodle appears much like any other web site. All the standard means of browsing are enabled and, considering how many teenagers can navigate and build their own sites on MySpace (<http://www.myspace.com/>), using Moodle will not be much of a challenge. For students with a smaller set of technology skills, online help screens can be provided.

How the students use the site depends on how the course creator has designed the class. Students can be directed to a reading assignment, stored as a web page in Moodle, or as an external web site. After the reading, students may be required to submit a writing of their own or participate in an online discussion. Moodle can assign students to study groups who can have their own, private discussion area where they can collaborate on a project using a wiki, that is, an online document that multiple users can edit. Turning in assignments is easy as students use the built-in upload tool that submits their work directly to the teacher.

Giving Moodle a try

If you would like to take a look at Moodle, feel free to browse the course I have set up on my site. It is

a career exploration unit that I use in my technology classes. The site address is:

<http://senior.billings.k12.mt.us/moodle/>

Select the Technology Education, Career Explorations Unit when you get there. You will be asked to login first and just click on the “Login as a guest” button and you’ll be able to browse through the course. Some of the features will be disabled since you won’t be enrolled, but you’ll see how Moodle can be used to deliver this type of content.

With thousands of sites currently using Moodle, there are many to browse to get a flavor of its power. I’d suggest a visit to:

The Faculty Room (<http://www.facultyroom.org/>)
Login as a guest for a tutorial in using Moodle in the classroom.

Moodle Sites (<http://moodle.org/sites/>)
An extensive list of sites using Moodle

New social networking software

by *Desirée Caskey*

There is a new social networking software designed for educators, DIGication (<http://www.digication.com/home>).

They provide two different products:

DIGication Campus
<http://www.digication.com/learnmore/campus>

Teachers can create online courses and communities with posted content and discussions.

DIGication Spotlight (currently beta testing)
<http://www.digication.com/learnmore/spotlight>

Students can post their work. There is a fun sample site with student artwork available for preview
<http://spotlight.digication.com/artmonkey/Home/>

And what's best, it's free for the first 1,000 users at any US accredited K-12 or higher education institution.

Web Suggestions

by John Gregory

I read an article yesterday that I found very interesting. It was in the weekly George Lucas Educational Foundation (GLEF) newsletter I receive:

http://www.edutopia.org/magazine/edlarticle.php?id=Art_1648&issue=oct_06

I had not previously heard of the author, Will Richardson, but after I read a little more about him on his website (Weblogg-ed.com) I find him to be an important voice in the EdTech world.

The article mentioned a fact that astounded me. The Internet now has 1 billion connected users. I've been busy citing that number as 600,000,000, but, of course, it keeps growing. While digging around for confirmation of that fact, I came across the following excellent website for Internet usage statistics.

<http://www.internetworldstats.com/stats.htm>

The chart on that website says a lot to me. It's phenomenal to consider how many people with whom we can now connect. It's also very interesting to consider what Internet populations are growing the fastest. It won't be an English/American/European dominated Internet for much longer.



A wealth of tutorials online at Billings Public Schools web site

Our own Desireé Caskey has been busy contributing to a growing list of online tutorials for using technology in and around the classroom. These tutorials are housed on the Billings school district web site and feature very detailed and well-illustrated step-by-step instructions for using and integrating a variety of applications.

Technology Tutorials

<http://www.billings.k12.mt.us/?p=learn>

These include Using the District Server, Using Outlook Web Access (OWA) with Internet Explorer, Using Easy Grade Pro, Using Entourage 2004 - Mac Only, Using Outlook Web Access (OWA) with Firefox or Safari, Using Outlook 2003 - Windows, Using Apple Works, Using IKeepBookmarks.com, Taking Pictures of your Screen, Finding "Safe" Images, Managing Your Bookmarks, Using Photo Story 3 for Windows, Using Tables in Microsoft Word, Using PowerPoint (Mac version), Using Microsoft Publisher (PC only), Using Mozilla to Build Web Pages, Inserting a Chart into Excel (Video), Creating a Summation

Formula in Excel (Video), Inserting a Formula in Excel (Video), Formatting a Cell as Currency in Excel (Video), and Using Format Painter in Word.

Macintosh specific tutorials include:

Using the Dock, Burning CDs on a Macintosh, Formatting Word Documents, Maintaining OS X, Setting Up a Printer in OS X, Using MacJanitor for OS X, Managing Fonts in OS X, and Copying a CD or DVD in OS X.

You will also find a nice set of supporting links on the Resources page:

<http://www.billings.k12.mt.us/?p=resources>



What search engine do you use?

by Desiree Caskey

Here is an excerpt from my blog...

Did you know there is more than one?

Not all search engines are alike...and today they are becoming more and more diversified...each trying to become THE search engine that everyone uses. So what are some common (and maybe not so common) search engines?

Google	About
AltaVista	Answers
Yahoo	Teoma
Lycos	Hotbot
Alltheweb	Ask

There are actually some search engines available just for kids and some of the above search engines have a "safe search" feature that you can enable to help eliminate receiving inappropriate material.

Some search engines for kids are:

KidsClick
Yahooligans
ALA Great Web Site For Kids
Awesome Library
DibDabDoo
Education World

You can enable a filter for safer surfing on most search engines:

AllTheWeb: Use the Basic Settings page to enable the Offensive Content Filter option. The only works for searches in English.

AltaVista: Use the Family Filter Setup page.

Ask: Use options for Content Filtering



on the Your Settings page or try Ask Jeeves For Kids, listed above.

Google: See the SafeSearch help page for instructions on setting up filtering on a permanent or as-needed basis.
HotBot: Use the Block Offensive Content section of the Filter Preferences page. Note that you may need to set this again if you change from using the default "HotBot" search engine that's offered.

Lycos: Use the Adult Filter section of the Advanced Search Filters page.
Teoma: Teoma doesn't appear to offer a filter.

Yahoo: Set the SafeSearch Filter option via the Search Preferences page.

Searching for Synonyms?

In Google, you can actually search for a word as well as its synonyms. If you add a ~ before the word, it will conduct a search for the word and any similar words. For example, if you type in ~education...you will also receive schools, teachers, universities and so on. Also, any word that is a synonym is bolded so you can make that reference.

Desiree Caskey
Technology Integration Specialist
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Lightweight Foxit beats heavy-weight Acrobat Reader

by Vince Long

Let's face it. The PDF (portable document format) is the winner in the battle over what is the standard in open file formats. Created by Adobe Systems, the PDF can be opened on virtually any computer system that can run a PDF reader. This makes it possible to create a document on one system, such as a Macintosh, and open it on a Linux system and see the same layout and content. Adobe has dominated the market for the PDF reader with its free Adobe Acrobat Reader but, because it licenses its technology royalty-free, many other developers have incorporated the PDF into their own product lines.

So, if Adobe's reader is free, why would we need something else? Anyone who has downloaded and installed the Adobe product knows that it takes more than a few mouse clicks to make that happen. Before downloading the installer you need to uncheck boxes to indicate you do not want additional programs included, such as a Yahoo toolbar, and then you have to wait for the 27 megabyte file to download. After going through the install process you'll have two new programs running in the background, Adobe Assistant and Adobe Reader Speed Launch, and you'll also have installed the Adobe Download Manager.

I don't know about you but that seems like quite a bit of overhead and system changes just to open a simple PDF document. Then we have the issue of how long it takes the Adobe reader to open every time you access a PDF. Even on a robust computer it seems to take too long to launch.

Enter Foxit. This free download is about 1.5 megabytes in size and the install process takes about 5 seconds. How fast does it load? Your finger will barely be done clicking the mouse when the software is already up and running. How does it look? If you are used to the Adobe reader you'll be right at home with Foxit. Your main document appears on the right

and the table of contents appears on the left. The standard navigation tools and zoom tools are there along with the ability to switch to plain text and make snapshots.

The only drawback I have found is that Foxit does not automatically integrate itself with the Firefox web browser. This something the Foxit team is said to be working on, but for now Firefox users will need to jump through a few hoops to make this happen. Here are the steps:

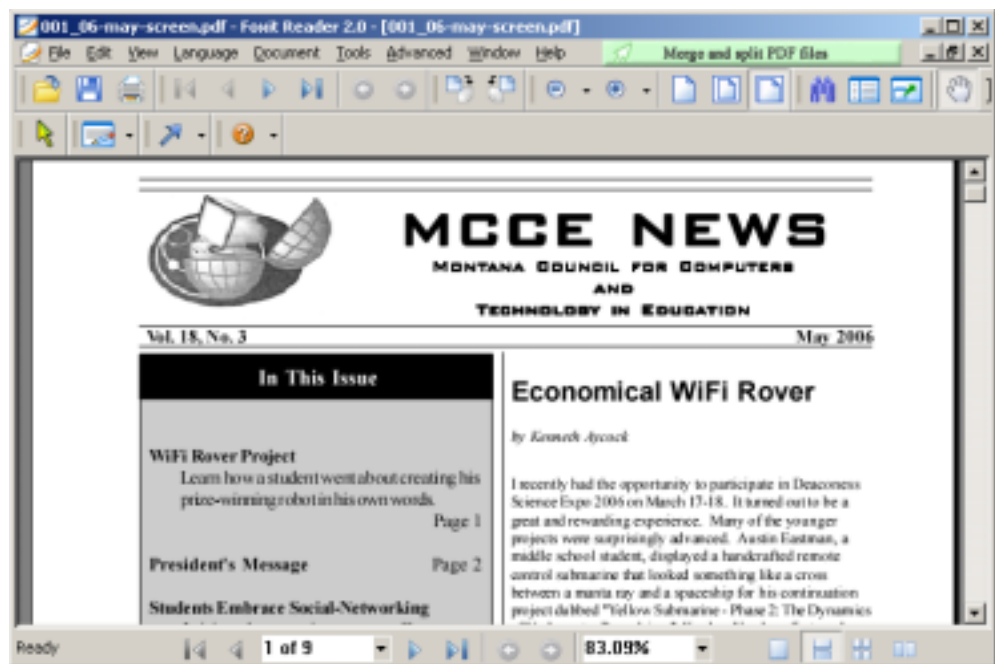
Go to <https://addons.mozilla.org/firefox/636/> and install the PDF Download Plug-in, which is a Firefox extension. Restart Firefox and you will now see "PDF Download – Options" in the Firefox Tools menu.

Select that option and then look at the General tab in the dialog box that opens. Select the "Open PDF" button. Then select the "PDF opening" tab and in that tab select the "Use this viewer option." Then click on the "Browse" button and navigate to your Foxit folder.

This folder is on your boot drive, probably c:\, and is in the Program Files folder. In the Foxit folder find Foxit Reader.exe, select it, and then click on the "Open" button. Back in the main dialog box click "OK" to finish the process.

Now the next time you open a PDF online it will open in Foxit and you'll be amazed at how fast it accomplishes this.

MCCE News viewed with Foxit



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Montana Council for Computers and Technology in Education Membership Form

Last Name _____ First Name _____

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New Member _____ Renewal _____

Area of Interest: College _____ High School _____ K-8 _____

Please be an active member by indicating your area(s) of interest:

_____ willing to be an officer _____ willing to submit articles for the newsletter

_____ willing to be on the Board of Directors _____ willing to work on MCCE committees

_____ willing to be on a committee for a convention

Dues: _____ \$12.00 per year _____ \$30.00 for 3 years

Mail the completed membership form and dues to:

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