



Technology Advisory Committee (TAC) Meeting Notes **Wednesday, February 4, 2015 | District Office – Board Room**

Present: Dr. Shaun Carey, Allen Culp, Brad Pierce, Brian Runnalls, Dietrich Baker, Emily Hunter, Jennifer Klassen, Lanna Duncan, Linda DiGiorgi, Lindsey Smith, Liza Klumpar, Mel Foster, Mike Marsh, Rosita Castellano, Susan Templin, Thomas Hoghaug

Welcome

Tech Levy Budget Update

Each month Tech Levy has utilities that we have to pay such as fiber, VoIP, cell phones, CenturyLink and internet. This totals approximately \$57,000. On top of these utilities we also have the lease of 130 Lenovo Yogas, \$3,881 a month.

We will also be adding in the next month or so the lease for Informacast, Keithley IP Bell and Clock system, \$4,385 for the next 5 years.

After deploying the first round of Lenovo Yogas we found that we need to lease an additional 40 to cover the rest of the new teachers from the first phase learning wall schools who received tablets as their primary technology. This will add an additional \$1,200 to the monthly Lenovo Yoga lease. With the two Lenovo Yoga leases we were able to include the additional warranty and battery replacement after two years along with the buy back after 3 years. This will bring the monthly set utilities and leases up to approximately \$63,000 a month.

At the end of January 2015, the Tech Levy balance is at \$122,836. Our next big collection will be in April. Between now and then we are getting in some E-Rate funds as well as smaller Levy collections.

Other funds that have been slated to Tech Levy since the last report in November 2014 are as follows:

Other:

Phase 2 peripheral such as USB cameras, document cameras and mobile keyboards for the teachers tablets from phase 1. Emily Hunter at Harvard has noticed an increase in the number of teachers using their Dell Venue tablets since receiving the mobile keyboards. Linda DiGiorgi has been asked by the librarian at Central Ave to do a refresher training now that the teachers have the mobile keyboards. We had some administrators who were up for technology upgrades. As well as a few classroom computers to purchase. Since December we have not had to purchase any additional computers for students/staff with the Lenovo Yoga Deployment we have been able to recycle the technology back out into the field. We are currently picking up all of the legacy technology such as projectors, Elmos, docks and monitors. We are picking up all equipment unless we get a request from a Principal to leave a certain piece of equipment.

Network Infrastructure:

As we continue to grow the infrastructure, UPSs are required for the servers. UPSs act as a way to gracefully shut down servers in the case of a power outage or system failure.

Wireless Access Points (WAP):

IT's goal is to have a 1 to 1 classroom to WAP. Currently all eight elementary schools, Ford and

GATES are completed. Keithley Washington and FPHS will be next. We will start thinking about external access points as well. This will give students access after school. There will be restrictions on times and IT will work with the building Principals to set the parameters. This will be beneficial to staff such as maintenance who are moving to smart phones and need to access work orders while on the move.

Security Cameras:

As of now we are holding off on purchasing security cameras as we recently transitioned to a new provided and system and are working with the secondary Principals and Security Officers to figure out the best placement of new cameras. We have had to purchase some licenses and hardware to support the new programs.

Phase 2 Learning Wall Deployment Update

During the week of January 20th we held trainings and passed out the new technology to the 2nd phase Learning Wall schools, Christensen, Midland, Elmhurst and Collins. During this time we passed out 101 of the 130 Lenovo Yogas that we leased along with the HoverCam, documents cameras, and USB cameras. 18 Yogas are going to itinerants who received the Dell Venue tablets. When the additional order of 40 Yogas comes in we will be passing those out to the phase 1 new staff who received the Venues.

Of the equipment that we have received back from the Yoga deployment we have been able to deploy a 30 laptop mobile lab to Ford and a 30 laptop mobile lab to Midland. The Keithley community room will be receiving 35 of the Dell Venue tablets with docks, monitors, keyboards/mice.

Everything has gone very smoothly with this deployment.

Feedback from the schools

Mel Foster from Collins reported that everyone is getting used to the new technology and loving it. They are becoming more at ease with it. There have been a few connectivity issues with document cameras, one by switching which USB was used solved the problem. Teachers have expressed concern about what to do when they have a sub.

A few teachers have also had concerns about the HoverCam and the Yoga having to be connected to work, they were expecting the two to work independently of each other. Staff who were reluctant at first are doing really well with it. A suggestions was made for staff who want to be able to move around the classroom while annotating on a workbook page or document is to print the document to OneNote and then pull the OneNote version up on the Yoga and use the WiDi to project the page. Mike Marsh used to do this at Christensen last year. This eliminates the need for the HoverCam in this situation. Several teachers have expressed the desire for another quick training and have signed up for the additional trainings that Linda DiGiorgi is offering.

Lana Duncan at Elmhurst said that she has heard a lot of the same things that Mel expressed. The support has been great, Lana has been encouraging staff to play with the technology and get more familiar with it. She did suggest that in April or May it might be nice to have another training to show more features of the Yoga as well as the HoverCam.

Mel, Lana and Allen Culp all reported that they have had some instances of connectivity issues but have been able to either disconnect the wireless and reconnect or close what they are working on and restart and then it works. Nothing that is consistent or that they can pinpoint.

Lanna brought up that she has encountered some issues with the projector and the sound. Linda DiGiorgi reported that the projectors are a one output only, so if you are using the microphone then everything else needs to be off sound wise. If you want to play sound off of the computer than the microphone needs to be off.

The question came up about changing the sleep timer, Linda will send out an email to all the phase 2 staff about how to change the sleep timer setting.

Diane Blankenship from Christensen was unable to attend but said “I have had all positive feedback from CHR about the yoga and staff members are glad that there are trainings available.

Thanks for your hard work, IT.”

Sally Wheeler from Midland was also unable to attend but sent this message, “For the most part I think folks are making a pretty smooth transition. The biggest glitches have been with some problematic equipment. One yoga was unable to see any of our printers, a Flex Cam that had to be replaced. While, some have expressed frustration, most are approaching the transition with a sense of humor.

I have noticed teachers playing around with placement of their document cameras and their teaching station. It is making us consider where is the best place to teach from in the room; not necessarily the front of the room.

A major concern for people is what a guest teacher will do for a projector when the teacher’s Yoga is not there.”

Dr. Hewins was unable to attend this meeting but shared some observations from a visit at Elmhurst on Tuesday with Lindsey Smith and she shared them. Lindsey shared that Dr. Hewins saw several teachers using the lanyard mics and a few using the handheld mics as well. He also noticed the HoverCam being used but did not see anyone using the Yogas other than with the HoverCam.

Substitutes in the phase 2 Learning Wall Schools

We are going to have Dell Venues, and can give each office 2-3 loaners to give to the schools with the hard keyboards. Currently we are focused on making sure we have the computers ready for SBAC testing. If you have a teacher who is going to be out and they can plan ahead have them put an IT work order in. Subs can also use the student computers to take attendance if needed.

We have received a question from a teacher about giving out their login to the computer for subs. Staff do not want to give out their logins as that is like giving out your Social Security number. Substitutes have a generic login that the Office Managers all know and will supply to the subs. The subs also have their own login to Skyward that is personal to them.

A suggestion was made to keep a couple of the black carts at each school with the legacy projector and document cameras on them for the subs to check out as they will not be as familiar with the new technology.

What’s Next

Linda is offering small trainings for staff to sign up for afterschool. Currently 15 staff have attended the trainings. During these trainings Linda is going over everything from the audio that got installed in August to more about the Yoga and HoverCam.

Technology Approval Process Update and Review

As this process is still a work in progress, we have added online programs as well to the form. The approval process is not just for materials but also for online programs, communications and instructional expectations.

At the last Principals meeting Liza and T&L presented a flow chart for staff to better understand the process. The flow chart is still a work in progress.

When submitting a request for technology approval make sure you are being thoughtful of what the problem is you are trying to solve.

Piloting does not mean just try it and then decide that you like the technology and keep using it, you need to report back on your findings. Typically pilots are for the bigger items that have cost associated with them or that there is not much knowledge about. Pilots also do not have to be long.

There are a lot of steps in the process but they are all there to protect the staff and district in case someone comes to the district wanting to know who approved the material that is being used in the classroom.

If your request requires school board approval that is a longer process. All of the steps are meant to protect the teacher in case someone comes and asks why this material is being used, you have back up that it is approved.

Timeline for Approvals

School board approval is quite a process. The IT approval timeline at this point is a bit longer as we are still figuring out the whole process. We have been able to approve several requests including Reflex Math but they are now onto the next stage in the approval process. The committee that reviews requests to pilot meets once a month. IT is working on a tracking for all requests that come through IT. The hope is that staff can look on the IT website prior to turning in a request as only one request is needed per item to get it approved.

Carolyn Treleven sent out an email tonight to all Principals about the approval process and the use of Learning Management Software. Liza recommended all committee members talk to their building Principals about this.

Reminder 101

A question was asked about Reminder 101 a program that allows teachers to send text messages to parents. It doesn't require student information. The concern about programs like this is that we want to make sure that we are making things easy/streamlined on our parents, we do not want parents to have to know one program for one teacher/school and a different one for another teacher/school.

A question was brought up, is there a way to tie the communication piece into online grades.

Open Education Resources

Teaching and Learning will be looking at the open education resources such as Learn Zillion and Engage NY and will come up with an approved list of sites teachers can use.

Learning Management Systems (LMS) Discussion

The Learning Management Systems such as Schoology and Edmodo are being reviewed currently.

There are several programs out there and we want to make sure we are picking the correct one.

Class Dojo is being reviewed by the Behavior MTS and cannot be used in the classroom until further notice.