Technology Advisory Committee (TAC) Meeting Notes
Wednesday, April 29, 2015, 4:30 - 6:00pm | Multi-Purpose Room – Keithley Middle School

Present: Brad Pierce, Brian Runnals, Dietrich Baker, Jennifer Klassen, Linda DiGiorgi, Lindsey Smith, Liza Klumpar, Mel Foster, Mike Marsh, Rosita Castellano, Sally Wheeler, Susan Templin, Thomas Hoghaug, Brandon Feist
Absent: Allen Culp, Diane Blankenship, Emily Hunter, Lanna Duncan

Welcome

Kahoot
Kahoot is a fun game-based website that can be used in the classroom, meetings or other gatherings. You can create a free account, pick questions for existing question banks or create your own. Once you have the questions, everyone goes to the website and enters the ID number, this can be done from any device that has internet access. Questions are answered in real time, everyone is playing against each other. You can go in and see statistical data about the questions such as each person's score, how quickly the questions were answered. To see more go to getkahoot.com.

Canvas Learning Management Systems (LMS) presentation by Scott Hinojosa, Enterprise Regional Director – K12
Canvas is used by many Community, Technical Colleges and Universities in Washington including UW and Seattle University. Also there are several school districts around us including Bethel, Vancouver, Renton, Highline and Snohomish that have adopted Canvas.

Canvas provides a customizable LMS that will follow the students not only through their K12 education but can also follow them when they enter higher education. There are Canvas apps for iOS, Android and Kindle, as long as the user has internet access they can access Canvas.

Personal Settings
Students, parents and staff have the ability to customize the notifications that they receive, how often they receive them as well as in what format. Notifications can be sent via email, Twitter, Facebook and text message to name a few. Notifications can be changed at any time. Notification messages will include the class name, what the notification is (assignment graded, test score, due date) and a link to Canvas for more information. When viewing Canvas the end user can choose one of 18 different languages, making it ideal for those who English is not their first language. Each user will have an Avatar and that is a feature that could be turned off at the district level if chosen.

Office 365 will be linked to Canvas as well as the district OneDrive. All staff and students will have access to OneDrive directly from Canvas. Allowing them access to all of their files at all times.

Engage Their Minds.

Setup

With the partnership with Skyward, starting in September, Canvas will export all of the class information from Skyward into Canvas. Teachers will not have to add students to classes, they will automatically be there. Students will not have to enter a code or select their classes, they will automatically appear in their classes/courses tab when they sign in.

If a teacher has a class website currently they can add that to Canvas as a link and integrate the website into Canvas. Also if other resources are used in the classroom such as Reflex Math, quizzlet or ThinkCentral, those can be included into Canvas by the teacher. When the student logs into Canvas they will automatically be logged into the other sites. At this time there is not an app for Class Dojo as a part of Canvas.

Once a teacher has created their class in Canvas, they are able to roll over the material to the next quarter/semester/year without having to recreate it.

A recommendation from Canvas is that the District set up best practices before the implementation of Canvas. This will create uniformity for students and parents making it easier to use but the look and feel of each teacher's pages can be customized. It will also grow with students as they get older. A first grade teacher can make their page very basic with pictures and icons for students to click on, as the student advances to higher levels the pages can contain more information. The nice part is that since students/parents will not have to relearn the system, it should make the progression more seamless.

Dashboard View/Calendar

Each user's dashboard will include all of their classes that they are tied to, a link to their grades as well as a calendar. The calendar will have all of their class information such as due dates, tests and other information. Teachers and students also have a personal calendar that they can add information to. The calendar can also be synced to another calendar such as iOS, Android and Outlook. This is a one way sync, items that are on the other calendar will not sync to Canvas. This is a onetime sync and then anything that is added to the Canvas calendar will be added to the synced calendar as well.

To Do List

Teachers and students will have a to do list that will auto-generate on the right hand side of the dashboard. When an assignment/test is added to the calendar a task is automatically added to the to do list. For teachers when an assignment is turned in they will get an action item on the to do list.

Adding files to Canvas

Adding documents/files to Canvas is very simple, you create the folder in your Canvas repository and then drag and drop your files. No need to upload/drag one file at a time, you can do many at once.

Changing the due date of an assignment/test

If a teacher needs to change a due date for an assignment or test it is as simple as going to the calendar and dragging the item from one date to another. Not only does this move it on the calendar but it will also change the due date on the syllabus and send a notification of the change to any parents/students who have said they want a notification of due date changes.

Creating an assignment/test in Canvas

One of the features of Canvas is that you can do everything in multiple ways, the teacher can play around figure out what works best for them. The example we were shown is as follows.

Go to the class calendar and click on the due date for the assignment, title the assignment, click on more options and build the assignment. This brings up a rich format text area where you can copy and paste from an existing document or create from scratch. Within the assignment you can reference a past assignment/test via a link to the actual document, add images, create links to YouTube, create your own video using your computers web-cam, insert symbols for math equations or even music notes, or flashcards to name a few things. If you want students to complete a specific assignment or segment prior to moving on you can add in prerequisites. Similarly if you want the students to turn in the assignment in a specific format such as PDF you can set that restriction as well.

Grading Standards
Once the assignment is built, the grading standards and rubric can be added. Canvas will pre-load the State and Common Core grading standards. Teachers will be able to drag and drop the standards that the assignment/test pertains to.

Grading Rubrics
Staff can create a grading rubric for each assignment/test. Once a rubric is created it can be copied to other assignments/tests as well.

Publishing an Assignment
When the assignment is done and ready to be published the teacher clicks published and the assignment is added to the student's calendars, to do lists and a notification is sent out that there is a new assignment.

YouTube
Currently in district, YouTube is blocked for student access. With Canvas teachers can either embed or download and add the YouTube video they want the students to watch and the students will have access. Canvas takes out the majority of the ads, there are cases where the owner of the video has paid to have an advertisement and those will still be there.

Student Assignments
Just like the teachers the students will have access to their OneDrive, Office 365, rich text editor, add videos and files, and record a video using the computer/cell phones webcam to name a few things features. Once the assignment is turned in it will show that the student has turned in the assignment on the dashboard.

Grading
Canvas has a feature called Speed Grader. When a teacher decides it is time to grade an assignment/test they pull up the assignment and they have a few options. For something like a paper they can edit the assignment on the computer, adding comments, highlighting and write directly on the paper using a stylus on a touch screen or the mouse. Teachers can also pull up the grading rubric to the side and click directly on the rubric to assign the score and add comments. Within the Speed Grader they are also able to record a video or audio to attach to the assignment. If a teacher knows a particular area/subject that students tend to struggle with they can pre-record a video/audio that they can either attach to an assignment or add when grading. This can assist the student as well as their parents.

Teachers can toggle between student assignments quickly and easily right in the grading tool. If a teacher knows they are not going to have WiFi access they can also download the assignments to grade offline. Teachers have the ability to "mute" their grading, so that they can grade an entire class's

assignment and then once they are done and are ready for everyone to see their scores they can then "un-mute" and the notification is sent out.

Students are able to comment back on grades if they have questions about a score or comment.

Quizzes/Tests
These can be connected to the State and Common Core standards just like assignments can. You can choose from multiple forms such as multiple choice, true/false, short answer as well as using pictures, sounds and/or videos for multiple choice. These can also be used as a survey by not having it graded. Teachers can see the statistics of the quiz/test on each question, overall as well as by student.

Grade Book
With Canvas and Skyward working together starting in September 2015 the grade book in Canvas will start talking with Skyward and the grades will transfer to Skyward from Canvas automatically. At this point this is not a feature that FPS is looking at, we will continue to use the Online Grades.

Counselors and Therapists in the schools
Can be linked to students and have the view just like a parent does or they can be graded more privileges by the district and set up more like a teacher.