



Technology Advisory Committee Franklin Pierce High School – Corrigan Room

December 12, 2018

4:30 PM – 6:00 PM

Notes

Present: Adam Williamson, Bianca Ibarra, Bonnie Betts, Brad Pierce, Brandon Feist, Brandy Marshall, Brian Runnalls, Joy Hara, Joyce Hara, Kamesha Herd, Karen Wee, Lance Goodpaster, Linda DiGiorgi, Lindsey Smith, Liza Klumpar, Lynn Cawthra, Mike Marsh, Serena Christensen

❖ Canvas – ARC

- ARC is a video management platform in Canvas
- Teachers can upload videos they produce or ones that they find online to ARC
- Teachers are also able to create videos directly to ARC
- Teachers can add a description below the video and insert questions into the uploaded video for students to answer
- Students can comment while watching the video and the teacher can respond to them
- Once a teacher creates a video, they can share it with other teachers who are using ARC
- There is a cost per FTE associated with ARC
 - Starts at \$3.75 per FTE and goes down with the number of FTE's spots purchased
- See a use for this in specific classes and credit retrieval courses
- Is this a program that the district should look further into?
- **Action:** Need to find out if the subscription to ARC can be assigned to specific staff and students only?
 - Need to find out what happens if a teacher reaches their storage limit, can more be purchased?

❖ Approved Software List

- IT has upgraded the old PDF spreadsheet of approved technology and software
- In the next few days, we will be rolling out an interactive list
- You will be able to sort by status, click on a program and gain more information about the program such as when it was approved, who has approved the software and who it was approved for
- You will also be able to see what programs have been added to DORA
- The Technology Request form will be here as well and will be completed in Informed K12 and will be completely automated
- It is the requester's responsibility to get an Interlocal Agreement signed
- The agreement states that the Vendor will be responsible with our data and will not sell/share our data
- If a Vendor has a question that the requester can't answer IT is here to assist
- The list is a working list, and IT is continuously making updates

- Software Audit
 - IT is working on an audit of all software used in the district
 - We pulled a list from our system, and there are 5,000+ programs in use district-wide
 - About 3,500 of these are drivers and other components that allow the computer to operate
 - That leaves approximately 1,500 applications that are being used in the district
 - IT will now be going through the list to verify which ones have been approved and which ones have not gone through the approval processes

❖ Google for Education

- Seth and Brad had the opportunity to attend a Google for Education Symposium at Edmonds School District

- They met our districts Google Expert who IT will be meeting with next week to find out more about the program and how Google and Microsoft Office 365 can work together
- Google for Education is being looked at to assist with the support of programs, third-party apps, and curriculum that require a Google account to work
- A large portion of these are found in CTE
- Currently, the district is not in a contract with Google for Education, so we are unable to control the data or manage the accounts
- IT hears of teachers using Google Docs and other programs frequently
- Google for Education would not replace Microsoft Office 365 but used to supplement on a case by case basis, Microsoft Office 365 would continue to be the primary tool used district-wide

❖ **OneDrive Migration Update**

- The pilot is going well, to date we have piloted the upgraded OneDrive with 9 users in the district who IT identified as having trouble with OneDrive in the past and/or that they knew had a large amount of data on their computer
- The users have reported the process as going very smoothly with no syncing issues
- The new method takes between 30-seconds to about 10-minutes depending on how much data is being synced
- The next group IT will be piloting this with will be Support Services
 - Linda DiGiorgi, Joyce Knowles, Brandy Marshall, Kamesha Herd, and Joy Hara volunteered to be a part of the next pilot
- The goal is to have the district standard be OneDrive by the end of the school year
- IT has been planting the seed about the transition in the Team Review and will continue to provide more information including a step-by-step guided tutorial

❖ **ClassLink Quick Cards**

- These are ID badge like cards that will have the students name and a QR code on them that the student holds in front of their laptop camera and using the QR code logs the student into the laptop and DORA
- These are intended for students in grades Kindergarten through second

- ❖ With the One to World Initiative in the elementary schools IT has found that in grades Kindergarten through second, laptops are not being assigned to individual students due to the teacher having to log on each student onto the computer
- ❖ IT will be piloting this with Jessie Hinds the librarian at Elmhurst before rolling this out to the rest of the schools

❖ **LanSchool**

- ❖ LanSchool is a classroom management program that has many facets to it, but in this instance, IT is focusing on the classroom management side not the teaching aid aspects of LanSchool
- ❖ Teachers in the elementary level starting in January 2019 will be able to use LanSchools to monitor what each student is doing on their laptop from their teacher laptop
- ❖ Teachers will be able to walk around the room with their laptops while doing this
- ❖ They will be able to turn off computer screens, send a message to a laptop
- ❖ IT piloted LanSchools at Brookdale with two teachers who had never used LanSchools before
- ❖ The tech was able to do a quick tutorial with the teacher, and they have been able to utilize the system effectively from the beginning
- ❖ The teachers are thrilled with the program
- ❖ IT has worked with LanSchools to set it up so that each class roster is pre-populated via Skyward and adjusts as students come and go
- ❖ IT is finalizing the setup and daily use documentation that will be sent out to all Elementary teachers
- ❖ The goal is to roll this out in phases; eventually all teachers will have access to LanSchools
- ❖ Teachers at James Sales are using Apple Classroom which is like LanSchool

❖ **Microsoft Office 365 Training**

- ❖ Bianca is currently creating basic, intermediate and advanced trainings for Microsoft Office Word, Excel, PowerPoint, Outlook and OneNote
- ❖ The first trainings will be on Excel
- ❖ There will be two options for the trainings, online and onsite in-person
- ❖ All information will be on the IT website
- ❖ Trainings will be open to anyone, and more information will be announced soon

- ❖ IT Website – TAC Notes
- ❖ Lindsey has been working on the IT website
- ❖ Under the TAC tab, you can now find each year's members, meeting dates, meeting notes and the highlights from that year's TAC
- ❖ The highlights will eventually be linked to an IT Initiatives page that will have more information about the highlights

- ❖ **Next meeting is January 23rd from 4:30 PM – 6:00 PM in the District Office, Boardroom**