



Technology Advisory Committee District Office – Board Room

March 13, 2019
4:30 PM – 6:00 PM
Notes

Present: Adam Williamson, Alicia Rogers, Bianca Ibarra, Bonnie Betts, Brad Pierce, Brandon Feist, Brian Runnalls, Jesse Hinds, Joel Zylstra, Joy Hara, Joyce Knowles, Kamesha Herd, Karen Wee, Kristin Holten, Kristina Harding, Lance Goodpaster, Linda DiGiorgi, Lindsey Smith, Liza Klumpar, Lynn Cawthra, Mike Marsh, Serena Christensen, Seth Seastrum

❖ **New District Website**

- Two areas that Joel wanted feedback on
 - Staff Directories -What should be in a staff directory both at the school and the department levels?
 - Name
 - What they teach
 - Job title, Email
 - Special areas of focus or added responsibilities – i.e.: technology
 - Picture
 - Employee name, email and job title were the largest requested areas
 - Need to work with HR / IT on setting up the directory so updates are done automatically and does not need a lot of manual work
 - Some staff have a legal name but go by something else, such as they go by a middle name or have a new last name but have not updated it with HR – need to look at this as well
 - The top red navigation bar will be on each page
 - It will contain links to students, parents and staff drop down, what should be the quick links under the staff tab?
 - DORA
 - District Policies
 - District calendar
 - Employment / Job Openings
- Hard deadline for the new website is the end of the school year, soft deadline is the end of April

❖ **One to World Video**

- To say thank you to our community for supporting the districts technology Brad Pierce and Sean Atherton created a short video featuring Christensen, Elmhurst and Brookdale staff and students
- This will be on the IT district website
- A special thank you to Alicia and Jesse for your assistance with this

❖ **Approved Software List and Process Update**

- Adam and Linda are taking the different lists and compiling them into one master list
 - They are weeding out the old programs that are either no longer used or have been replaced with new program
 - LSS and the Assistive Technology Team have gone through the list, next will be CTE
 - Adam and Linda will be reaching out to some TAC members to help review the list and compare it to what is used at their school / department
- IT has created an online searchable database for the technology list
 - List will include programs/websites/software that are pending approval, approved, denied and archived as well as which ones are in DORA

- Fields to add: content person, recommended content area, grade level, if it is retired / archived what is the replacement
- From the list there will be a link to the Informed K12 Technology Approval Form
 - T&L will work with Bianca on what additional fields should be added to the technology approval form to assist with the approval process, including a spot for adding it to DORA
 - The Informed K12 Technology Approval Form will go live on April 15th

❖ Sway

- Linda gave a presentation on Sway, demo link emailed out
- Sway is a presentation platform
 - Can link to website directly, no need to exit Sway to go to an external link
 - Text is readable and can have hyperlinks in the text
 - When you copy text, it automatically references where the text came from
 - Sway can be seen on screens of all sizes and is easily shared
 - Multiple people can collaborate and work on one Sway document at the same time
 - There is a slight delay, but the changes made by others can be seen by all
 - Sway is not a part of everyone's Microsoft Suite
 - IT will be pushing Sway out to all TAC members to pilot and report back at the next TAC meeting
- At the NCCE Conference, Liza met with the K-12 Microsoft training team, they can provide our staff with Microsoft Suite trainings

❖ Classlink Updates

- *Quick Cards*
 - Cards are deployed to Brookdale, Collins, Christensen, Elmhurst and Midland to grades K-1
 - Since the cards have been deployed IT has seen the assignments of laptops to K-1 students increase
- *Auto Launch*
 - A new feature to DORA is the ability to chose up to 5 apps to auto launch upon signing into DORA
 - To do this you will click the edit button in DORA, then hover over the app and click on the rocket ship
- *Analytics*
 - Can see enhanced analytics on the use of DORA at schools by both staff and students
 - Can see usage of each app as well
 - IT will be rolling this out to admin
- *Library*
 - By clicking on the + in the top navigation bar in DORA, there are additional apps that staff/students can add to their DORA that are not already assigned to all
- *Case Study*
 - FPS was a part of a recent case study, <https://www.classlink.com/case-studies/>
 - There is a link on the IT webpage
- *DORA Icon*
 - Classlink will no longer be able to support the custom DORA backpack icon that we are used to
 - To keep the DORA backpack for Apple users, IT has created an App Developer account for the District and will be working with Classlink to create the DORA backpack icon

❖ OneDrive Migration Update

- Thank you to everyone who assisted in the testing phase of the OneDrive migration
- Thank you to the Network Team for all the hard work that made it possible to migrate the approximately 1,200 staff district wide from their H:drives to OneDrive
- We have successfully completed the migration, thank you to all for your patience during this process
- The next step will be to migrate the secondary students to OneDrive

- Currently the elementary students are only using OneDrive
- The move of the secondary students to OneDrive will occur over the summer
- Communication to staff will start in May via multiple platforms including email, Team Review and DORA notifications
- After IT moves the secondary students to OneDrive, we will be a OneDrive only district and will no longer have H:drive in use

❖ **Secondary move to 1:1**

- IT will be meeting with the Admin at the secondary schools in the coming weeks to start the talk about moving to 1:1
- The ultimate end goal is to have the laptops go home with students
 - IT needs to make sure that the filtering is in place prior to this happening
 - IT needs to make sure that the laptops are only used to educational purposes
 - IT is reaching out to our neighboring districts to see how they are handling the students taking home laptops
- The question came up about how has the elementary 1:1 affected the care of the laptop's vs prior to the 1:1?
 - IT has seen far less keys being removed and laptops damaged

❖ **Next meeting is May 15, 2019 in the Corrigan Room at FPHS, 4:30 – 6:00 PM**