

## Technology Advisory Group Minutes

August 7, 2019

3:30 - 5pm

Central Administrative Office

In Attendance: Chris Thompson, Mike Sereno, Doug Scott, Jeremy Monty, Kim Potteiger, Kim Liepert, Erika McClean, Katie Walter, Maria Paglianti, Jennifer Black, Ginger Auchter, Bruce Twomey. Not able to attend: Dawn Christenson, Jen Boldt

### Agenda

3:30 - 3:40 - Welcome & Introductions (Chris)

Chris welcomed the group, reiterated the purpose of the advisory group, and shared why the meetings would be conducted via an open meeting format (public able to attend, but not able to participate). Each member then introduced herself/himself to the group.

3:40 - 3:45 - Group Norms (Mike)

Mike introduced the group norms and facilitated an activity that reviewed the norms. All members agreed to the following norms.

1. Promote equality of voice.
2. Listen actively and respectfully, seeking to understand and avoiding interruption.
3. Commit to learning, not debating. Comment to share information, not to persuade.
4. Our discussion is around ideas, not individuals.
5. Be solution-focused; avoid blame and speculation.
6. Honor our team outside of our meetings.

3:45 - 4:00 - Reflections on the Research Articles (Mike)

Mike facilitated an activity regarding the research articles presented ahead of the meeting, asking for questions and themes. Each group shared an important question/theme, and all observations are captured in the table below.

### Important Questions/Themes

- Critical to know how the technology is being used to evaluate appropriate use/misuse
- Reasonable time limits - screen time guidelines - under 2 hours
- Article helped build understanding about how parents can partner with the District
- Professional development - so critical to staff, but training not keeping up with technology
- When is everyone going to have time to engage/supervise on technology with their children/students?

- Lack of definitive best practices - hanover research does not suggest best practices in enough detail to put into practice
- Dialogue is key - with students, teachers, families - questions all families could ask to engage students
- How do you measure the impact of collaboration - seeing a lot of it, but how do we measure the impact
- Teaching teachers - how to use tech to enhance the lesson, rather than teaching the technology
- How does the filter work, what is blocked, nuances of the baseline configuration, games

Themes	Questions
<ul style="list-style-type: none"> <li>- Have conversation to establish expectations</li> <li>- Provide guidance</li> <li>- Check-ups</li> <li>- Professional development is key to success but how to integrate tech into instruction is more important than focus on specific tools/software (pg 18)</li> <li>- Schools prep kids for the world</li> <li>- Kids learn proper &amp; responsible digital/electronic communication</li> <li>- Safe</li> <li>- Balance</li> <li>- Tech as tool to the end goal of the lesson</li> <li>- K-12 strategy is very broad</li> <li>- 1:1 model doesn't necessarily mean follow home with student</li> <li>- How technology is being used</li> <li>- Communication with the world beyond the classroom</li> <li>- Collaboration</li> <li>- Ongoing teaching/learning, not always answer - social aspects not focus</li> <li>- Focus on portion of usage not whole picture</li> <li>- Continuous review and improvement</li> <li>- Open dialogue - school</li> <li>- Open dialogue - student</li> <li>- Engagement</li> <li>- understanding how parent can partner with district</li> <li>- Proper integration of technology plan</li> </ul>	<ul style="list-style-type: none"> <li>- Hanover write-up - Can/should it be more granular?</li> <li>- How can we circle back better?</li> <li>- Guidance &amp; oversight - How are teachers implementing &amp; being informed of tech instructions?</li> <li>- How balance school time &amp; home time?</li> <li>- Digital citizenship need consistency &amp; firm rewards/results. Reward system not given</li> <li>- Organization fantastic. Need consistency. What is it?</li> <li>- How is tech being used? YouTube, music, videos - WHY? Oversight?</li> <li>- How is technology used to keep the student organized?</li> <li>- Project red - Only 1 study of 1000 schools seems odd - can't find details on research basis.</li> <li>- Teachers have time to do tech ed</li> <li>- How are kids collaborating?</li> <li>- How is this being graded?</li> <li>- Who is Elmbrook's tech admin?</li> <li>- How are the blocked websites tracked? Same at all schools?</li> <li>- What constitutes a game or simulation to be an appropriate learning tool?</li> <li>- What constitutes "daily" use of technology?</li> <li>- Lack v defin. best practices</li> <li>- Is it being used as a reference or as instruction?</li> <li>- How are kids getting better feedback?</li> </ul>

is key (pg 13)	- Maintain reasonable time limits. What is the specific screen time guideline for all teachers?
----------------	---

4:00 - 4:20 - Feedback on Start of the Year Communication (Chris)

What do you want to hear from a Principal?

Safety first - what the district/school will do, what can parents do?

What are the expected outcomes of integrating technology in the classroom, grade level, and what do I do if my child's experience differs from what is expected?

What do I do if I have questions or if I seek modifications (e.g. leave device at school) to the tech environment?

More specifics on Securly - how it works, its capabilities, reporting

What do you want to hear from a teacher?

Why is technology useful to you and your students in their learning

Commitment to limit unstructured use (describe how it will not be used)

Technology is a tool that supports learning

Invitation to discuss student's technology access and use at any time

Digital citizenship curriculum and resources

4:20 - 4:50 - Narrow and prioritize survey questions (Chris)

The group offered a few suggestions on the training category, and then due to time constraints, agreed to review and provide feedback via email on this agenda topic.

4:50 - 4:55 - Sharing Advisory Group information (agenda, minutes, membership, resources) with the Teaching & Learning Board Committee, Public

Chris noted that the advisory group participants would be posted on the District website with other advisory group information (agendas, minutes, resources). Anyone wishing not to be listed should contact Chris or Mike. Agendas will also be posted in Board Docs - used for all Board meeting agendas/minutes - one week prior to the meeting.

4:55 - 5:00 - Next Meeting Dates/Times

Chris forecasted meeting dates will be set soon, and it was determined that the 6pm-7:30pm time slot would work best for everyone.

- Late Oct/Early Nov
- Mid January

- Mid March
- Late April (if necessary)

The meeting was adjourned at 5:02pm.

## **Technology Advisory Group - Family**

The purpose of the Technology Advisory Group is to provide input and perspective to District staff regarding the appropriate use of instructional technology in the classroom and at home, as well as identify training tools and resources that will best equip families to support that use.

### **Background**

In an annual update to the Board of Education's Teaching and Learning Committee in May of 2019, District staff summarized current student technology use, key strengths and opportunities for improvement, and outlined several changes or next steps in response to the data, as well as parent and staff feedback. Those changes/recommendations included:

### **KG - 12th Grade**

- Establish K-12 family advisory group and K-12 staff advisory group to periodically provide feedback regarding technology tools, software/hardware, and relevant technology decisions
- Deliver more training opportunities for staff during the school year and summer
- Develop more training resources for students/families, particularly online resources for just-in-time access
- Promote Securly home solutions including home filtering device and/or software controls
- Collect family feedback on annual survey
- Block access to streaming media (hulu, spotify, etc)

### **6th - 12th Grades**

- Recommit to Canvas Learning Management Platform for one source of content
- Seek advisory group feedback to guide approach to youtube for grades 6-8
- Consistently deploy digital citizenship curriculum
- Strengthen approach to Information Literacy instruction and support

### **Elementary**

- KG-5th Grade
  - Add digital citizenship skills standard to report card, expand current digital citizenship lessons and assessments for each grade level
  - Block youtube for students, opening specific videos upon request
  - Establish separate groups (KG-2, 3-5) to support different filter policies and rules
  - Technology not used as a reward or during indoor recess
- KG-1st Grade
  - Move towards a 2:1 student to device ratio as resources age
  - Keep devices at school with charging stations
- 2nd Grade
  - Continue 1:1 student to device ratio (chromebooks)
  - Store devices at school until students have demonstrated desired digital citizenship skills and then send home only with a need/purpose