Citizens Advisory Committee Meeting Minutes
November 27th, 2023
Calvert County Board of Education

Members Attended:

Will Miller
Veronica Simmons
Andrew Clark
James Arthur
Steven Nowicki
Amanda Pullen-McGrath
Felicia Sorrells
Kristina Nicely
Greg Cooper
Jesse Howe
Maggie Silverman
Alicia Abresch
Sherbie Corazza
Rama Latin
J.C. Hooker
Christine Schrumpf
Sarah David

Board Members

Inez Claggett
Antoine White

C.C.P.S. Staff

Matt Poteet
Karen Maxey
Susan Johnson
Tony Navarro

Presenters

Rene Daniels, Chief Information Officer
Matt Poteet, Director of Information Technology
Mr. Hill, the Office of Digital Learning

Documents for the Record

- Each member of the committee was provided with an agenda sheet, as well as the minutes from the last meeting on October 23rd, 2023.
- Each member was provided with a packet that corresponded to the scheduled presentations–for the Department of Information Technology as well as the Office of Digital Learning.

Call to Order

Ms. Maxey called the meeting to order at 6:13 pm.

Presentations

- Ms. Daniels reported on the ongoing website project, elaborating on helpful feedback in regard to the website's navigation. She also detailed the current initiative for the purple ribbon school designation.
- Mr. Poteet proceeded with a presentation on the Department of Information Technology, with an emphasis on safety and CCPS' strategic plan. He defined support technologies as resources such as the accessible help desk and student laptops, as well as plans for new devices and their repairs as a return on this investment. Application technologies were defined as support for functions such as HAC, and their ongoing collaboration with many other departments. Network technologies expounded on data security and safety, with plans for new upgrades. Special projects included new SMARTboards, as well as WiFi boosters. Cyber security was detailed in regards to ongoing awareness training, as well as insurance concerns and threat management. Fiscal stewardship was considered through initiatives such as the computer donation program, which helps ensure that tax dollars are efficiently spent. Mr. Poteet concluded with explaining the critical nature of staff training, and detailed the plans for improved, model-updated laptops post-Covid.
- Mr. Hill's presentation on the Office of Digital Learning began with emphasis on cultural responsiveness, inclusion and innovation. Professional learning for staff was detailed as an effort to plan, create, and develop digital learning instruction. The Classwise software was described as a classroom management tool, and Schoology as the current learning management system used by CCPS. Efforts to ensure efficiency of use of usernames and passwords included the use of Clever, which allows a single sign-on feature for rostering in the internet application being used within a class. Through the use of Edmentum, online courses are currently available for credit through the school system. Data privacy remains the major priority for the department.
- Following the presentations, time was allotted for questions with the Board Members present, Inez Claggett and Antoine White. Of particular concern was the ongoing negotiations between the Board and teacher's union, as well as the retention of staff.

Conclusion/Meeting Adjourn

Ms. Maxey concluded the meeting at approximately 7:40pm. Committee members were encouraged to forward any further questions or comments to Ms. Maxey or the other speakers, and asked to complete the ongoing website survey in the areas of the Department of Information Technology and the Office of Digital Learning before the next meeting.

Minutes respectfully submitted by Secretary Kristina Nicely.