

Franklin Pierce Schools

Technology Advisory Committee – TAC

January 8, 2025, | JMAC – Board Room | 4:30 – 6:00 PM – Notes

Present: Megan Archie, Melissa Cataldo, Helen Craig, Lida DiGiorgi, Liza Francisco Voss, Joy Hara, Kamesha Herd, Jesse Hinds, Kristin Holten, Bianca Ibarra, Kimberly Ketchum, Clint Long, Ramon Paz, Renee Rouleau White, Lindsey Smith, Karen Wee, Sally Wheeler, Erin Wright

➤ Welcome

- Liza has asked that Bianca and Linda take on the role of co-leading the TAC, like the approach when Brad was part of the team. Liza will continue to be involved in the meetings and will remain actively engaged with the TAC.
- IT is currently testing AI transcription software to determine which tool best meets the needs of the team for meeting transcription. The goal is to identify a solution that can efficiently take meeting notes while ensuring that any personally identifiable information (PII) is automatically removed.

➤ Gradebook Update

- Erin Wright from the IT Data team joined the meeting and gave an update on trainings and some general information.
- This fall Data was able to have 16 onsite in-person trainings with the schools.
 - Several general trainings and then several follow-up trainings with specific schools
- Starting next week, IT will be offering Gradebook Clinics
 - This first round is for secondary schools. After these are done, we will move to elementary schools.
 - These will be drop-in Teams meeting times.
 - The dates and links to the meetings were shared at the Admin meeting today, it will be in the Team Review that is set to go out on Friday, and follow-up communication will be going out.
 - Staff will be able to join the Teams meeting and receive assistance from IT Data staff about Qmlativ Gradebook questions.
 - Questions about the philosophy of Standards-Based Grading, or the standards need to be directed to Teaching and Learning Services.
 - Annette Burnett for Secondary
 - Linda DiGiorgi for Elementary
- End-of-Term Information
 - At the end of the term, teachers will need to verify the grades in Qmlativ and add comments.
 - Something that some have found useful is to adjust the display so that the standards are hidden and only the grades show.
 - Report cards are being posted to Family Access in Qmlativ for families in addition to the printed report cards.

- The grading period in Qmlativ is set to the end of the term and then teachers have a 10-day grace period where they can go in and make adjustments before the term is closed.
- Once the term is closed, if a grade needs to be adjusted you need to go to the settings and change the display for the semester/trimester/quarter you are looking to make the change in.
 - The current grading term will be on the left, the oldest will be to the right, so you will have to scroll.
 - Once you are done making the changes and saving you will need to close the grading period in settings.
- Incomplete and Incomplete Plus
 - These were features that the district paid extra to Teacher Ease to have and were something that Teacher Ease had to go in and add after grading was done.

➤ **AI Demo Discussion**

- AI is not a required program for staff in the district, this is simply another tool we are looking at that can assist staff in their day-to-day tasks.
 - IT will not be offering trainings at this point, and it is not a mandatory program to use,
- A lot of information was shared at December's TAC, we talked about the 5 different platforms for AI that the district is looking at.
 - This year we are going to focus on ChatGPT for Education and MagicSchool for Teachers,
 - All TAC members have been given access to these two platforms to start exploring them.
- Liza forwarded an [email](#) to all TAC members about ChatGPT access and things to keep in mind when exploring ChatGPT and MagicSchool.
- IT is currently working to set up paid accounts with both ChatGPT and MagicSchool as this will protect our PII data.
- For ChatGPT we are working with a company, Cerium, to pay for the educational version of ChatGPT.
 - They will also be able to help us set up prompts and security.
- Cerium will be at the February 5th TAC meeting to do a presentation.
- While we are working to get the paid versions set up, please start to explore both, be mindful of what information you are putting into the systems, refer to Liza's email that is linked above.
- Homework:
 - Within the TAC Teams folder, there is one for AI
 - Links and resources are starting to be put in there for you to start exploring

➤ **Securely Classroom Check-In**

- As a reminder this is not a required software to be used in classrooms so there will be no required trainings, we have and will continue to provide resources.
- How is it going?
 - LOVE IT – I can now trust my students again

- If a student goes dark on the teacher's screen but they are still typing, it has been found that the student may have put the laptop into airplane mode which will disconnect them from your view.
- Passing back and forth between classes is easy.
- Still need to figure out how SPED teachers at the elementary schools who do not have an assigned roster in Qmlativ can see their students' screens.
 - In the demo, Helen was able to be made a co-teacher and see her students' screens.
- Need to double-check with Network which students have access to Minecraft, should be CTE students only.
- How are you using it beyond just observing what the students are doing?
 - The eyes on me feature is helpful
 - Putting students into groups and assigning them work to do as a group
 - Sharing students' screens with the group
 - Freezing laptops with a custom message
- Kimberly Ketchum stated that she likes to allow access to students instead of taking it away.
 - She likes to give them access to Dora, Canvas, student grades, and Microsoft Office.
 - Had success in giving them access to Dora and Canvas but not student grades and Microsoft, IT will investigate this.
- Securely pushed out a bunch of updates in December, Bianca and Linda will go through and see which ones were teacher/student specific and updates will be coming.

➤ **T7 OneScreen Pilot**

- Currently, Midland, Elmhurst, Ford, and Washington are piloting screens.
- The schools are having different teachers test the screen
 - They are making sure to get the screen in the hands of teachers who teach different grades and subjects.
- We are piloting the carts that the touchscreens are on as they come in two different versions, manual and electronic.
 - Something to think about with the electric stands is, this is another point that could wear out break.
- As a reminder we are piloting this as a replacement for projectors, we are not set on them.
 - We already know how projectors work and what we see as the lifespan of the projectors.
 - The OneScreens and the projectors are about the same price to purchase, but the projectors have a shorter warranty and need more maintenance in that they need bulbs replaced, filters cleaned, and if they are not turned off when not in use then the projector and the bulb wear out faster.
- We are asking all staff who pilot the OneScreen to fill out a rubric on them and are also looking into doing some different surveys of staff and teachers.

➤ **Adjourn**

Upcoming TAC Meetings		
Date	Location	Time
February 5, 2025	JMAC Boardroom	4:30 – 6:00 PM
March 5, 2025	JMAC Boardroom	4:30 – 6:00 PM
April 16, 2025	JMAC Boardroom	4:30 – 6:00 PM
May 7, 2025	JMAC F1 Conference Room	4:30 – 6:00 PM
June 4, 2025	JMAC Boardroom	4:30 – 6:00 PM