Technology Advisory Committee Meeting Minutes

May 12, 2025

EdTec – Commons and Teams, 4:30 pm – 6:00 pm

In Person Attendees: Margaret Larkey, Nick O'Neill, Jeff Hinkle, Cheryl Cummings, Megan Esp, Lizzie Herrera, Dani Hylton, Deke McDonald, Marc Saxowsky, Julie Witt.

Virtual: Matthew Barker, Matt Cario, Katie Fosnick, Suzanne Foster, Shahna Glover, Andrew Horton, Georgia Marti, Jennifer Matthews, Andy McClure, David Schneider, Stephanie Thomas.

Absent: Jodi Conzatti, Annette Dao, Alex DeForrest, Heather Doornbos, Katey Heredia, Claudia Jimenez, Amy Looker, Timothy Lynch, Teresa McLemore-West, Marcus Micheles, Sarah Simon, Shannon Sullivan, Mason Iuo Swanson, Angelina Zupraner

I. **Welcome, Icebreaker, Updates**
   a. Margaret Larkey, Executive Director of Technology, welcomed the committee members and thanked them for volunteering their time to serve on the committee.
   b. Provided a brief review of the meeting agenda.
   c. Icebreaker topic was: It's June 2030: where are you and what are you doing? The group shared where they think they'd be – it varied from retired, just graduating, looking for a job, still with the school district, having a kindergartener/senior, etc.

II. **Updates**
   a. EdTec leadership shared updates on major projects: the new Student Information System, new Phone System, Passport Card, AI, Windows 11, network improvements, classroom technology improvements.

III. **Discussion Topic: the future of EdTec**
   a. Margaret led a discussion on why it's essential for a technology department in a school district to plan for the future. Our district mission is to prepare students to reach their full potential and to thrive in school, society, work, and life. Technology impacts every aspect of those realms.
   b. We reviewed the top 10 fastest growing skills, and the largest growing and declining jobs for 2030

IV. **Small Group Discussions**
   a. We broke into 5 small groups. Each group took a topic: infrastructure, security, AI/robotics, operational systems and data, instructional technology.
   b. Starter questions were provided, but groups could veer off from there
   c. Groups recorded their discussion on this padlet.

I. **Coming Back Together**
   a. Sharing - What are some of the big things that your group talked about?
   b. Since groups were in person and virtual, we used Teams to record and transcribe the discussion, which can be read here.

V. **The year in review**
   a. We reviewed the topics discussed this year and the top recommendations from TAC:
      i. 11/25: New Student Information System. TAC stressed:
         1) System must be user-friendly and minimize log-ins
         2) Be responsive to stakeholders via regular 2-way communication
         3) Make sure all data is migrated to new system
         4) Leave lots of time for training

5) Use beta testers before launch

ii. 1/27: Artificial Intelligence. TAC told us:
   1) Create a dedicated AI section on website, keep it updated and ensure it aligns with policies
   2) Institute a Student AI Usage Pledge
   3) Require training for staff
   4) Educate students on how to use for learning, not shortcuts
   5) Stress the human element

iii. 3/24: Security and Privacy. TAC recommended that we:
   1) Provide additional training and awareness (real life examples), ongoing, for both staff and students
   2) Be more transparent about what tech dept is doing, in plain talk
   3) MFA for all
   4) Provide safe sites for students to use for homework/help

iv. 5/12: EdTec 2030. TAC told us to focus on:
   1) WWW (we want wireless)
   2) Technology education for students and staff
   3) Streamline and efficiency
   4) Balance security and innovation

VI. Conclusion - Thank you for your participation

a. Margaret thanked the committee members for their participation and input.
b. We're working toward TAC members serving a 3-year term. Please let Margaret know if you're unable to finish your term.
c. We will recruit new members when school starts in September.
d. Tentative meeting schedule for next year: September 29th, November 24th, January 26th, March 23rd, May 11th .