

TECHNOLOGY P.I.E. MEETING

[Problems, Issues, & Events]

August 17, 2022

Present

Ryan Alruwaily

Janelle Biggs

Brett Brown

Cheryl Brumett

MaryEllen Bunton

Kayla Butler

John Conner

Robert Cundiff

Clint Cunningham

Christopher Douglass

Joshua Edwards

Nathaniel Gleason

Scott Hannah

Mathew Harmless

Paul Hubbard

Annette Hummel

Gail Lewis

Mark Lyman

Tamara Medina

Karen Petersen

Jessica Poulson

Alan Rivers

Jacob Roskovensky

Jarren Saucedo

Caleb Seripinas

Cheryl Swafford

Kelly Truex

Kristi Wagle

Melissa Willer

Welcome back to another school year. We hope everyone is doing well & having a great start to the 2022-23 school year.

Building LRC's were included in this meeting for the discussion about checking chromebooks out and fees that will be collected this year for lost or broken items.

LRC's in attendance:

Zaiba Ahmed, Joe Davis, Julie Legg, Jennifer McGuire, Cynthia Parr-Barrett, and Cynthia Stanford.

Chromebook Checkout Procedure

Annette recently met with Principals & told them the building LRC's would continue to manage the student chromebook check-outs and returns. Their building technician and CRP will help work through any issues that come up.

The high school has already started checking student chromebooks out. First graders will use chromebooks this year and the building techs are getting counts. A lot of students did not turn their charger in with their chromebook last year, so we are asking everyone to have students check for chargers they left at home and bring them back. If a student comes to check-out a chromebook, and they still have one checked out from last year, tell them to find the one they have at home, bring it back, then we can issue them a new chromebook. We managed to get more chromebooks & chargers back last year when we did this.

Janelle Biggs commented that she is issued every student a chromebook already at KDBA. She asked if she should collect chromebooks from a student's prior building if they have one, then send it back to that building. Annette commented that it would be very helpful if she could. Janelle also said some of the chromebooks she checked out had a different school name tag, like DHS or North Ridge. Annette stated that IT had a naming scheme we tried to follow with labeling laptops by building before going one to one. Once we started issuing laptops to all students that practice wasn't always followed. Alan commented that some laptops are named MB for mobile device. He recommended when a student leaves a building, they turn in their building chromebook and get a new one from their new building. Annette agreed, from here on out, if a student transfers to another building, they need to turn their chromebook into the library before they leave the building, then get a new one from their new building. MaryEllen commented that CRP's need to communicate this practice to their building administrators. Alan also stated he is aware of one principal that is sending an announcement out to parents to make sure they check for any D118 devices in their home that did not get turned in and send them back. This would be a great idea for all buildings. This could help bring in some of the chromebook chargers we are missing. We asked CRPs to see if they can get a report from Follett of chromebooks that were not returned for the 2020-21 school year, then send it to Annette.

Last year we used some grant money to purchase student chromebook cases, and we said students were to keep them. It seems there was some miscommunication, and some buildings collected the cases and threw them away because they were not in great shape. If students have one already, they should re-use it. We are asking Principals & CRPs for building counts and plan to purchase more for students that don't have one. We found a case that will also store the charger, so we requested a sample to look at. We're hoping this will help students keep better track of chargers.

We updated the Laptop Computer Use Agreement for this school year that parents/students review and sign. Replacement fees were updated on this agreement, and this year students should be charged for lost or damaged technology devices and equipment. Old devices and chargers from previous school years that are still listed in Follet student accounts should be cleared out. MaryEllen Bunton commented that she has a plan to help with this and will work on getting information out to help.

Zaiba Ahmed commented that she has been printing student name labels and putting them on student chromebooks, tablets, and chargers. This seems to help students keep track of their own items and she thought other buildings might want to follow this same practice.

Gail Lewis commented that at Edison they attach a label with a Clever QR code & student name to student chargers & devices. This helps students keep track of their items but also helps them with their Clever login. Another Great idea for schools to follow!

'Paper' Training

MaryEllen Bunton reminded South View, KDBA, and North Ridge staff about the online Paper training this afternoon at 4:15. A meeting invite was sent out to CRPs for this online platform called 'Paper'. It is very important for CRPs to be a part of the meeting so they can share the information with their staff. The training will be short and will show how students can use this online platform to get help with their homework.

Smartboard Training

A couple of the elementary principals commented about teachers needing help with the new computer setup this year with dual monitor and their smartboard. We would like for CRPs to setup training in their building to help their staff with this. If a CRP needs assistance, they can reach out to Christy Orr. Annette commented she has a PowerPoint that helped show teachers at DHS, North Ridge, and South View how this configuration worked in the classroom last year when they switched to the new setup. She emailed the PowerPoint to CRPs for them to share with their building staff.

Alan Rivers commented that teachers can login to their Smartboard using their email address, which will log them in to all the software. MaryEllen & Annette stated that teachers can also go to the web browser on the smartboard, go into Outlook and login there. From Outlook they can view their files and get into Microsoft Teams, and so on but still need to login to the SMART software. Teachers can also login to Chrome on the smartboard if they want to get to bookmarks they have saved.

Another thing that's been coming up frequently is help with document cameras. The document cameras have a USB connection and should be plugged directly into the docking station.

2022 Summer Refresh – Review

We have received most of the devices ordered with the refresh and the techs are getting them swapped out in the buildings.

Building Concerns / Needs

All buildings seem to be doing well with the exception of working through the dual monitor issues.

Miscellaneous

The IT Department has some building Tech assignment changes that will take place within the next week or so. Annette will send out an email notification about these changes.

Meeting adjourned at 7:55 am

The next Virtual Tech P.I.E. meeting will be Wednesday, September 21, 2022