

## SCHOOL COMMITTEE

(Official Report)

### Roundtable Meeting

November 1, 2016

Called for immediately following the November 1, 2016 Regular Meeting of the School Committee in the Henrietta S. Attles Meeting Room, Cambridge Rindge and Latin School, 459 Broadway, Cambridge, for the purpose of discussing Educational Technology in the Cambridge Public Schools.

Members Present: Ms. Bowman, Ms. Dexter, Mr. Fantini, Mr. Harding,  
Ms. Kelly, Ms. Nolan, and Mayor Simmons (ABSENT)

Also present: Dr. Kenneth Salim, Superintendent of Schools  
Dr. Carolyn Turk, Deputy Superintendent  
Dr. Victoria Greer, Asst. Supt. for Student Services  
Ms. Maryann MacDonald, Asst. Superintendent of Elementary Education  
Dr. Anda Adams, Asst. Superintendent for Curriculum and Instruction  
Mr. James Maloney, Chief Operating Officer  
Ms. Claire Spinner, Chief Financial Officer  
Dr. Lori Likis, Chief Planning Officer  
Mr. Damon Smith, Principal, CRLS  
Mr. Steve Smith, Chief Information Officer  
Mr. Kevin Keegan, Technical Services Manager  
Ms. Amy Short, Assistant Director of Library Media Services  
Ms. Gina Roughton, Assistant Director of Educational Technology  
Mr. Tony Clark, Educational Liaison to Mayor  
Mr. Dan Monahan, CEA President

Mr. Fantini in the chair

A quorum of the School Committee being present, the Chair called the meeting to order at 8:35 PM. Mr. Fantini turned the meeting over to Dr. Salim. Dr. Salim indicated the reasons for having this roundtable meeting on educational technology. He noted that an article by Jaime Casap, Google, on 1:1 technology entitled, "How Technology is Transforming Learning" (on file in the School Committee office) was sent to the Members in the Weekly. Dr. Salim introduced Mr. Smith. Mr. Smith gave a high level overview of technology in the district and introduced members of his ICTS Leadership Team.

Mr. Smith introduced Ms. Roughton who walked the Members through the Educational Technology School Committee Roundtable Power Point presentation (on file in the School Committee Office):

#### CPS Instructional Technology Replacement Plan

Vision

Goals

What informs the decisions?

CPS Instructional Technology Replacement Plan

CRLS Instructional Technology Replacement Plan

What has informed the process at CRLS?

Currently at CRLS – Device Type and Device Count

Standard Classroom at CRLS

CRLS Instructional Technology Replacement Plan SY16-17 and SY17-18

Teacher Devices at CRLS

Teacher Devices: Laptops

Student Devices  
CRLS 1:1 Steering Committee  
Steering Committee Recommendations  
Framing Questions

- How do we ensure ALL students have sufficient access to technology tools for learning?
- How do we communicate high expectations for responsible use of technology?
- How do we equip teachers with strategies and tools to innovate in a 1:1 classroom?

A discussion followed around the following issues, questions and concerns:

Principal Smith indicated his excitement on where we are going and supports each point being discussed. He agrees with being consistent with all students having the same device. From his past experience of loaning out chrome books, there has not been a problem. He noted that the problem may be on getting staff prepared to teach at a 1:1 technology learning environment. He feels they may need more support and training to do this more effectively on day 1 of this program.

Mr. Harding asked how we are ensuring that teachers will be as comfortable as students with this and how are we planning to communicate expectations to parents and students on their responsibility for these devices. Mr. Harding inquired about the budget expectations of this proposal and asked about leasing agreements instead of purchasing. He asked about the maintenance and the sustainability of these devices.

Ms. Roughton noted that the chrome book updates the operating system in the background 3 to 4 times a month. She also indicated that they have talked about policies of first time student responsibility issues with chrome books vs. second time. She added that when a student feels ownership, we will see a higher sense of responsibility.

Ms. Bowman asked about the thoughts for middle school and the educational pipeline.

Ms. Roughton mentioned that the upper schools come after high school in the thinking and planning and that we have already purchased at a 1:1 level at the Putnam Ave. Upper School. These devices are currently in a cart program. Ms. Spinner offered that it could be a 1:1 model without the aspect of taking home the device.

Ms. Dexter asked about the issue of the pedagogy and the curriculum and indicated that 1:1 is only a little piece of this. She asked if teachers are using phones for texting reminders to the students. Ms. Dexter shared that there is a CPS parent who works at Microsoft who may be helpful.

Ms. Nolan asked about teacher readiness and who helps the teacher figure out which of the many resources to use technology to inform teaching.

Ms. Roughton shared that we have two CRLS instructional technology specialists and also library media specialists who would match the teachers' resource needs.

Principal Smith indicated that we have a younger cadre of teachers over the last 5 years and that we have more staff members who can effectively utilize technology than those who can't. He shared that we are now using the portal for online registration for courses. We aren't printing things out like we have in the past. Principal Smith indicated that we may need to look at a 3 day experience either at the end of school year or prior to the school year to develop opportunities for people to figure out the optimal way to bring this to their class. He indicated that we have to think about how to make sure students focus on their teacher and not just on the device. Teachers need to share best practices with each other.

Ms. Nolan asked about managing screen time. She asked what we have learned from other districts that have done the 1:1.

Principal Smith added that this is a way of augmenting what we do in the classroom. It has to be there but not every day and all the time.

Dr. Adams shared that the advantage of a chrome book is that it starts up in 8 seconds.

Ms. Bowman asked what the cost benefit analysis would be of doing this 1:1.

Ms. Spinner shared that we do know that there are expectations for students when they go home to do the work and we do have a gap. We need to address that this is a tool which we expect our students to have to do their work.

Mr. Fantini asked what technology offers to increase learning and what operational efficiencies does ICTS present to leadership. Mr. Fantini shared that he hopes that operational equipment related to presentations, especially the need for screens and better sound systems, can be updated.

Ms. Kelly indicated that she is less concerned about screen time but more on how students are using that screen time. They can take that learning tool anywhere and develop skills around interests of their own.

Ms. Nolan asked about the liability issue for students and teachers should a device be lost, stolen or broken.

Mr. Keegan indicated that the staff is asked to treat the device as if they purchased it themselves. He shared that over the last 2 years; we have only reported 3 stolen laptops. He also added that sometimes chrome books are missing and then mysteriously show up at the school. We put tools on the computer so if it does go missing we can track and monitor. He also indicated that staff members sign contracts about their responsibility for the device.

Mr. Harding indicated that he would recommend publically announcing this to a broader audience. He knows there is a digital divide. He asked that this conversation be more citywide around the digital divide regarding the infrastructure. He added that there will be a necessity for the city to accept this burden around the internet.

Mr. Fantini suggested maybe broadening this with steering committee to include outside executives from local technology corporations.

On a motion by Ms. Kelly, seconded by Ms. Bowman, the meeting was adjourned at 9:50 PM.

Judith T. Martin  
Executive Secretary  
to the School Committee

**Distributed Back-up Documents** (copy on file in the School Committee office):

CPS Long Range Plan for Information, Communication and Technology Services (ICTS) 2014-2017  
Educational Technology School Committee Round Table PowerPoint slides November 1, 2016  
Article by Jaime Casap, Google, "How Technology is Transforming Learning"