



District-wide Technology Committee Meeting

Tuesday, April 25, 2017; 4:00 p.m.
Central Administration Office Board room

Minutes

Members Present: Superintendent Douglas Sullivan (Administrator), Mrs. Elisa Kensinger (DHS), Mrs. Kim Goodall (Hagen Junior High), Mrs. Andrea Dvorak (Heart River), Ms. Chantal Urlacher (Jefferson), Mrs. Laura Kelly (Jefferson), Mrs. Jackie Glaser (Prairie Rose), Mrs. Rebecca Bautz (Prairie Rose), Ms. Jill Nelson-Wetzstein (Lincoln), Mrs. Ruth McCabe (Lincoln), Mrs. Lexi Steiner (Roosevelt), Miss Emily Bren (Roosevelt), Mrs. Tanya Rude (School Board), Mr. Brent Seaks (School Board), Mr. Mitchell Murphy (District Technology Coordinator), Mrs. Laura Hondl (District Technology Specialist), and Mr. Ryan Dukart (District Technology Specialist).

Members Absent: Mr. Brian Ham (DHS), Mr. Christopher Kovash (Berg), Mr. Damian Sobolik (Berg), Ms. Danielle Paiz (Hagen Junior High), Mrs. Kristi Meidinger (Heart River), Mrs. Cill Skabo (Community Member), and Mrs. Stacy Northrop (District Technology Specialist).

Call to Order – Superintendent Douglas Sullivan called the meeting to order at 4:00 p.m.

Meeting Norms – The meeting norms were available on the agenda.

Additions/Deletions to Agenda Items – There were no additions or deletions to the agenda.

Approval of March 29, 2017, Meeting Minutes – Mrs. Rude moved to approve the March 29 meeting minutes, as presented. Mrs. Dvorak seconded the motion. The motion carried unanimously.

Business Topics

Kayako Report – Mrs. Hondl explained most of the devices for the middle school have been moved to that location. The focus this summer will be on completing the middle school technology implementation. Mrs. Hondl requested any other building technology needs be emailed to her by May 12. She indicated Southwest Community High School and Partners in Parenting/Adult Learning Center devices will also be moved this summer. There are a few newer laptops in the District that will be repurposed and those teachers have been contacted. The technologists will be creating help sheets for devices for those teachers moving out of Hagen and Berg. Mr. Seaks inquired how the transition was going, if it was on track. Mrs. Hondl responded that it is currently on track. Mr. Murphy noted the network equipment will be arriving next week. Dr. Sullivan explained the District has authorized two additional individuals to help with the technology transition.

Technology Strategic Plan – At the last meeting, the committee identified what the embedded technology initiative would look like in grades K-5. Superintendent Sullivan congratulated the committee on this accomplishment. The CAO technology department researched the cost for the

devices. Copies of these costs were distributed to the committee members. The costs ranged from \$275,000-\$540,000 for all K-5 schools. Dr. Sullivan noted this would be a significant investment for the District and it would not have the funding capacity to be done in one year.

Superintendent Sullivan had sent an email to the committee members asking them to have conversations at their building regarding the following topics:

- Should the school district provide professional development prior to purchasing hundreds of thousands of dollars of equipment?
- What professional development should the district provide? What specific activities/information would teachers be interested in receiving?
- Who should provide the professional development?

He asked the committee members to break out into groups and have a conversation regarding professional development and how the District should advance with the professional development. Mrs. Goodall inquired if the financial piece of the devices would dictate how many years for the implementation process. Dr. Sullivan said that was a great question. He would like to hear the preference of the committee. The school board does have the ability to do some things within its budget. He asked the committee members to consider what was best for the students. Mrs. Meidinger from Heart River Elementary had emailed the results of that building's conversation and copies were distributed to the committee members.

Following are comments from the break out groups. Mrs. Dvorak's group suggested a 3-year process beginning with grades 4-5, then 2-3, and finally K-1. They suggested continually researching avenues for funding such as the DPS Foundation grants. Each person on the technology committee should go back to their school staff and ask them what type of training on technology they would like when the technology is in their hands. The group did not feel that there should be training prior to receiving the equipment. The teachers should not be trained on something they will not use. Mrs. Dvorak inquired if there would be enough wifi for all the devices. Mr. Murphy explained with e-rate the District would apply for getting more wifi for the additional devices. This would be a cost of \$150 per student. Mrs. Dvorak noted the additional cost was not included in the cost sheet for the devices. Mr. Murphy did feel there would be enough IP addresses for the additional devices. He noted there is room for up to 2,000 IP addresses. Mrs. Hondl said that it will be important for the building-level technologists to take on additional tasks which could essentially change their work load to full-time building technologists. Mrs. Dvorak said their group was not sold on charging students a technology fee. There was a discussion regarding insurance on the computers and Mrs. Hondl noted the computers normally have a 3-year warranty that does not cover breakage.

Mrs. Bautz's group felt an implementation sequence similar to Mrs. Dvorak's group but to implement them so there are iPads and Surfaces at the same time that way if another grade wanted to borrow the devices they could. There was discussion since 3rd grade is going to be tested first that maybe they should be receiving the devices first. Mrs. Bautz's group suggested there be a technologist in charge of two grade levels with a leader at each building that would train the teachers.

Mrs. Hondl's group suggested a more aggressive approach to implementation, in two phases. The first phase would be grades 3-5 and the second phase would be grades kindergarten-2. Mrs. Kensinger said the reason for this was the iPads in grades 3-5 could come down in price and there

are always new iPads coming on the market. In regards to professional development, her group suggested a planned approach with the teachers providing input on what professional development they need. Mrs. Rude said their group discussed the third graders not having the keyboarding skills when it comes time for testing. Mrs. Goodall suggested the PD plan address those concerns. The devices should not be a glorified typewriter. Mrs. Kensinger noted that the PD for next year has basically been set for the year. If the teachers really want more technology professional development they need to add it to the contract which is a controversy.

Mrs. Kelly's group agreed with the grades 3-5 and grades K-2 implementation. They felt that the professional development during the implementation phase should be the same across the district so there is more consistency within all the schools. The training should be on the device the teacher is going to be using. If they are using an iPad they should receive training on an iPad. As soon as the teachers have the devices they should have the training. Mrs. Goodall inquired if there could be training during Superblock. Mrs. McCabe and Mrs. Glaser felt that would be a good time for the training. Mr. Seaks agreed the professional development should be when the teachers receive the devices. Mr. Dukart suggested having the devices follow the students that way the students can take ownership of the devices and hopefully take better care of them. Mrs. Hondl added the students would also have a better understanding of the consequences when the devices are damaged. Mrs. Goodall inquired if there needs to be a section added to the handbook where the students or parents sign off regarding the devices being used properly. Ms. Nelson-Wetzstein said her group also talked about having PD during early release.

Mrs. Glaser inquired if the curriculum that is being utilized could be loaded onto the devices that way in the future if the 1-to-1 initiative is utilized the devices would have the curriculum for when the students took them home.

Dr. Sullivan asked the groups to have a conversation and determine which preference their group had for implementation. Consensus was to start with grades 3-5 followed by grades K-2 (two phases) as the first option. As a second option; grades 4-5, then 2-3, and finally K-1. Dr. Sullivan said that the administration would review the District's funding. He requested input regarding specialists needing devices. He asked the committee members to go back to their buildings and discuss this.

Future Meeting Dates – The next meeting was scheduled for Tuesday, May 16 at 4:00 p.m.

Other – Mrs. Kensinger requested a discussion in the future regarding allowing students on buses with the capacity to have wifi access, especially activity buses.

Adjournment – The meeting adjourned at 5:00 p.m.

Minutes proved by Twila Petersen.