



District-wide Technology Committee

Meeting

Wednesday, October 12, 2016; 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), Ms. Danielle Paiz (Hagen Junior High), Mrs. Kristi Meidinger (Heart River), Mrs. Andrea Dvorak (Heart River), Mrs. Laura Kelly (Jefferson), Mrs. Jackie Glaser (Prairie Rose), Mrs. Rebecca Bautz (Prairie Rose), Ms. Jill Nelson-Wetzstein (Lincoln), Mrs. Lexi Steiner (Roosevelt), Ms. 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 Mrs. Stacy Northrop (District Technology Specialist).

Members Absent: Mr. Brian Ham (DHS), Mr. Tracy Sipma (DHS), Mr. Christopher Kovash (Berg), Mr. Damian Sobolik (Berg), Mrs. Ruth McCabe (Lincoln), Mrs. Cill Skabo (Community Member), and Mr. Caden Brewer (District Technology Specialist).

Call to Order – The meeting was called to order by Superintendent Sullivan at 4:00 p.m.

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

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

Introduction of Representatives – Committee members introduced themselves and what school or entity they represented.

Approval of April 26 Meeting Minutes - The minutes will be revised to reflect Mrs. Kim Goodall is a representative from Hagen Junior High. Mrs. Meidinger moved to approve the revised April 26, 2016, meeting minutes. Mrs. Steiner seconded the motion. The motion carried unanimously.

Business Topics

Infrastructure Update and Kayako Report – Mr. Murphy noted an email had been sent out last week regarding the bandwidth being increased by 250% in the District. It is expected to increase even more in the next two years based on the student enrollment. As an example, an estimated 3,000 students would generate approximately three gigs of bandwidth. Mr. Murphy provided a handout that reflected the amount of bandwidth used by the District at particular times during the day.

2016 Summer Update and 2017 Summer Projects – Mrs. Hondl reported that a good portion of the 2016 summer was spent working on the computer replacement and upgrade at Heart River Elementary and also projects at Dickinson High School. Summer 2017 will be dedicated to the setup and completion of Dickinson Middle School with possibly some additional small projects in the District. Mrs. Hondl said the Dickinson Middle School project will be huge but should be manageable with the possibility of bringing in more individuals to assist. Mrs. Meidinger inquired what buildings were updated 2015. Mrs. Hondl responded that Roosevelt, Lincoln, and Jefferson Elementary schools were updated in 2015. Mrs. Meidinger explained some issues she is having with her desktop machine. Committee members provided some possible solutions to the problem. Dr. Sullivan asked Mrs. Hondl to illuminate for the group the magnitude of setting up Dickinson Middle School (DMS). Mrs. Hondl explained it is possible some equipment will be arriving in March with setup starting in April or May. Some of the switches and WiFi points may be installed before May. There is a large amount of equipment that will need to be moved from Hagen to DMS. Much of the equipment cannot be moved until after school is completed in May. Mrs. Hondl listed many things that need to be done with testing of the equipment to follow to make sure everything works properly. Mrs. Goodall said there would be Hagen teachers, including herself, that would volunteer to help. Dr. Sullivan inquired approximately how many devices will need to be moved. Mr. Murphy and Mrs. Hondl responded roughly 400 devices will need to be moved from Hagen to DMS. This includes the embedded technology carts, SmartBoards, printers, and some newer computers. Along with equipment that will be moved, there is a multitude of new devices that will need to be set up and installed. This includes wireless, staff machines, three STEM labs, printers, additional embedded technology carts, and SmartPanels. Possibly 700 devices total will need technology assistance, not counting iPads, projectors, SmartBoards, hallway televisions, etc. Dr. Sullivan said the District is fortunate since the middle school was scheduled for replacement anyway next summer and therefore it can stay on its replacement cycle.

Superintendent Sullivan asked Mr. Murphy to explain E-rate. Mr. Murphy explained E-rate is a federally funded program that is based upon the free and reduced lunch counts. The program will be providing funding for wireless through a student formula calculation. Mr. Murphy explained the E-rate application process.

Microsoft Classroom – Mr. Murphy provided a video demonstration on Office 365 Classroom. The video provided information from a teacher's perspective and also from a student's perspective. Mr. Murphy reported DHS teachers had an opportunity to attend a training session provided by EduTech on the basics of Microsoft Classroom. Dr. Sullivan inquired if some of the departments have discussed how they would use MS Classroom. Mr. Murphy responded they had not at this point. The history teachers at the high school were looking for another option for Edmodo; going back and forth between two systems was creating issues. Dr. Sullivan inquired if there are other platforms available other than Edmodo and MS Classroom. Mr. Murphy listed some alternatives and explained how they work with student assignments. There was discussion if it would be advantageous for students to be exposed to more than one platform. As they go on to a college or university a different platform may be utilized. Dr. Sullivan felt that if the district was going to move the strategic plan with these learning management systems, what would that look like for DPS. He opened it for discussion. Committee members discussed at what grade level students are given an email account. Mrs. Goodall explained the learning management systems used for the university courses she is taking. There are similarities amongst the learning systems. Dr. Sullivan inquired what was the lowest grade level where students were using a

learning management system. Mrs. Hondl responded at the 7th grade level. Dr. Sullivan would like to discuss, at the next meeting, if the District is going to mandate one learning management system or let the teachers choose.

Future Meeting Dates – Dr. Sullivan noted the next meeting was scheduled for November 21 at 4:00 p.m.

1-to-1 Initiative - Superintendent Sullivan distributed a handout regarding embedded technology in grades K-5. He would like to have a full conversation regarding this topic at the next meeting as the District tries to continue to make a decision.

Other – Dr. Sullivan thanked everyone for their time and commitment to the committee.

Adjournment – At 4:56 p.m. the meeting was adjourned.

Minutes provided by Mrs. Twila Petersen.