

Technology Committee Meeting

November 6, 2017 – 5:30 pm GENET Elementary Conference Room

Agenda and Minutes

Goals for the meeting:

Practice using the Teacher Technology Request Form and Rubric.

DeBrief on the Software Survey.

Update on K-2 Google Accounts and Clever Single Sign-On.

Review Year One Goals and start Responsibility Mapping.

Identify volunteers from each building to help with instructional technology inventories.

Agenda Item	Essential Questions/Topic	Time	Materials	Minutes
Approval of Minutes	From the 11/16/2017 Meeting	1min		Motion By: Chip Balzer Seconded: Lisa Mahar
Teacher Technology Request Forms	What works for this tool and rubric? What should we change? Voting? Two Sample requests	30 min	Internet Capable device Kahoot	This was the committee’s first attempt at using our new tool. As expected, there was a good deal of discussion and some modification to the form. This was exactly the desired outcome. Also, bear in mind that the form will coming to you in advance of the meeting in the future. This was just our first attempt to train with the form and rubric. Some modifications to the form that have emerged: Need to add a row to the rubric and a corresponding question on the Google Form to reflect the ability to repair proposed equipment, or service the software purchased.

				<p>Need to add a band that clarifies potential alignment with the Professional Development and anticipated user Acceptance</p> <ul style="list-style-type: none"> -Meets expect: PD can be done in-house w/existing resources/staff. “Turn-key” training available, staff OK/accepting of new tech. Is support available on line. -Below: takes to long, expensive, staff reluctance, scared, “one-hit wonder” -Exceeds: Quick and self taught/tutorials included, staff excited, build off of it -A suggestion via email from Steve Ford: add a row which addresses: Level of Expected Student Engagement and Applicability of the Product
Software Survey	<p>What takeaways do we have for this effort?</p> <p>Can we modify Technology Request process to include a subcommittee for vetting software and app purchases?</p> <p>What is our process?</p>	10 min	None	<p>There were 155 respondents. There will be additional study and reporting out on this data. Initial impressions suggest a relatively weak awareness and utilization rate for all products. Most notably there appears to be little awareness/understanding of the Apple products. Further study is called for and this data needs to be included in our budget planning.</p>
Clever Single Sign On	Demonstration	5 min		<p>District purchased tool to aid sign-in to multiple sites/tools.</p> <p>Trial of Tool ongoing now in Grade 2-Jeff Ecker’s classroom . Sign-in was made easier and more efficient. Relatively easy to implement. Anticipate more information and a roll out timeline available this month.</p>

Responsibility Mapping		20 Min	The Committee reviewed the following YEAR 1 objectives that were a part of the recently approved Instructional Technology Plan that we wrote together. We will now commence towards detailed task analysis and a determination of how we can measure growth/success.
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<p>RESPONSIBILITY MAPPING GOALS</p> <p>A). Analyze the district wide inventory and make recommendations for the equitable distribution and acquisition of both hardware and software. (WE DISCUSSED A STUDENT PARTICIPANT BASED INVENTORY WITH UPDATES TO A COMMON WORKSHEET)</p> <p>B). Establish a web site, under the district website that functions as an Instructional Technology Resource page for all stakeholders to use. (A DISCUSSION ITEM FOR FUTURE MEETINGS)</p> <p>C). Introduce a process for the request, justification, review, approval, or denial of technology requests for software and hardware. Equity based recommendations should be made by the Technology Committee, be driven by student need, aligned with existing technology planning for that space, and be grounded in supporting data. (IN PROCESS AT THIS TIME)</p> <p>D). Provide input needed to develop a rewards system for teachers developing technical skills. This would take the form of digital badging. (MUCH DISCUSSION HERE, NOT A LOT OF SUPPORT FOR THE CONCEPT OF A DIGITAL BADGE, BUT THERE MAY BE SUPPORT FOR RECOGNITION IN TERMS OF CTLE HOURS FOR PRESENTERS AT DOUBLE RATE, DEFINITELY AN AREA TO FOCUS ON)</p> <p>E). Provide input needed to help develop plans to implement STEM based maker-space areas in each building. (A DISCUSSION ITEM FOR FUTURE MEETINGS)</p>

Communication	Around the Table	5 min	<p>When K-2 Clever roll-out? soon says Peter Survey of Software -can we have list of software/tools/etc that teachers can access? Tech Req -needs to be put out to staff Affordable=economical Thank you Peter Goodwin! 30 VR Goggles Purchased for HS -Steve Ford will report back to group on use -Update on Tech Plan -soon -Need for tech course for elementary students. Skills needed by students as they progress through a technology integrated CSD.</p>
Motion to Adjourn			<p>Motion By: Michael Neuman Seconded: Kelyn Snyder</p>

Technology Committee 2017-2018 Meeting Schedule

**All Meetings 5:30-7:00pm (Mondays)
Normally at Two Locations: CHS Library/Genet Elementary Conference Room**

September 11 - CHS Library Classroom , comments on Tech Plan due by 9/8 (email)

February 5 - CHS, Tech Requests due by Feb 1st

October 16 - Center of Gravity, Troy NY

March 5 - Genet Conference Room, Tech Requests due by Feb 26th

November 6 - Genet Conference Room, Tech Requests due by Oct 30th

April 16 - CHS Library Classroom, Tech Requests due by April 9th

December 4 - CHS Library Classroom, Tech Requests due by Nov 27th

May 7 - CHS Library Classroom, Tech Requests due by April 30th

January 8 - CHS Library Classroom, Tech Requests due by Jan 2nd

June 4 - Genet Conference Room, Tech Requests due by May 28th