

**Charlotte Public Schools
District Technology Committee**

**April 20, 2006
12:30 – 3:30
Central Office Board Room**

MINUTES

PRESENT: Karen Anderson, Ida Balko, Kim Caudell, Therese Edwards, Carl Ellinger, Jeff Haston, Sue Braden, Judy Johnson, Sharon Kubica, Dian Leckrone, Jim Stewart, Mary Taylor, Teri Terry, Tim Vagts, Tina Vansyckle, Jen Varney, Jeff Bennett, Lori Webb.

The meeting was called to order at 12:35.

- 1) Carl addressed the committee and shared some thoughts raised in the book: The World is Flat. He challenged the DTC to look for ways that technology could meet some pressing needs for our students and staff that include: more integration in curriculum; capturing student's on-line time from 3:00 – 10:00pm; shifting how we support teachers in the use and integration of technology (Media/Technology Coaches); expectations we should have for new hires and their competency with using technology in instruction; using BlackBoard on a wider scale; providing continuous and constant opportunities for staff to learn about and see technology being used effectively with students.
- 2) Jen reported that the Dept of Ed required 8th grade Tech Lit Assessment was scheduled for May 2. Teri Terry, Jeff Haston, and Lori Webb will be working with all 8th grade students to complete this assessment using the media center computer labs. Students will be taking an on-line approximately 60 question test that includes some local survey information that will help our district evaluate current and future curriculum needs. Forty-four of the questions will be used by a number of schools in Clinton, Eaton, and Ingham counties for this assessment which could give some opportunities for comparison. Jen will share the assessment results once they are available.
- 3) Sharon provided the committee with an updated and simplified CPS – Printer and Copier Use Guidelines, 2006 to share with staff at the start of the next school year. It is hoped that this will continue to encourage staff to select the most economical option as they print and copy.
- 4) Committee members approved guidelines for use of district technology by substitute staff. A) CPS – Guidelines for Short-Term (daily) Substitute Teachers relative to Internet/Technology Use; and B) Technology Access for Teacher Substitutes.

- 5) Sharon reported that the updated District Technology Plan 2006 – 2009 was presented to the Board at the April 10 meeting and is expected to be approved at the May 8 meeting. Sharon completed the necessary Dept. of Ed. – Checklist and has forwarded the checklist and tech plan on to Eaton ISD for review and approval which is required before it can be submitted to the State of MI. Dept. of Ed. for approval.
- 6) Sharon reported that the technology replacement schedule includes the following purchases for summer 2006: elementary teacher stations, HS lab 338 and Career lab, MS lab E117, and 3 servers.
- 7) Jen shared a brief look at teacher web pages on the district's web page. Unfortunately, not all teachers have information posted. Next school year, a focus will be getting each teacher to have some information on a web page, maybe using BlackBoard or a template, for parents, students, and community members.
- 8) Jen shared plans for the June Technology Integration Camps being planned for June 14 and 15. A flyer will be created and shared with all staff in early May. "Camps" will be held at Parkview (Jim Stewart, Dian Leckrone, Sharon Kubica), Middle School (Teri Terry and Jeff Haston), and High School (Karen Anderson and Jen Varney) labs with tech and media staff on hand.
- 9) Tina shared her successes with BlackBoard. She has been using it daily with her IT-CORE students for assignments and class materials. She is excited about how this has positively impacted classroom management, student responsibility, and decreased work for her with absent students. She strongly encourages other to use it!
- 10) Sharon reported that additional "visualizers" were purchased for each building and, where needed, additional data projectors and carts were provided to use this equipment. Buildings should have this equipment any day.
- 11) Sharon shared with members the "On-Line Learning Experience Framework – Draft" that was created by the state REMC Organization to help define: "What is an online learning experience"? If approved by the Dept of Ed, this document will help us better understand the requirements in the new High School Rigorous Curriculum.
- 12) Sharon reported she just learned that MSU will be reducing their services and support to the few remaining school districts that use SCNC servers and provide dial-up Internet access for staff. These services will end June 30, 2006. A survey completed last fall indicated that approximately 50 Charlotte employees use this dial-up access. Sharon will begin to notify everyone of this change in service so they can make other arrangements by June 30, 2006.

- 13) Sharon shared *Guidelines for High School Students Server Space* that were recommended by Karen and Jen. The DTC approved these guidelines.
- 14) Sharon reported that the Dept of Ed formally approved the 9th – 12th grade Technology Content Standards (Tech GLCEs). Next year, the DTC will need to review these and evaluate the high school curricular offerings to see that students have the opportunities needed to acquire the necessary skills.
- 15) After discussion, DTC members recommended that the TTI equipment/computers long term loan program should be extended until June 2007. This committee will review the program again next spring and make a recommendation for the following school year.
- 16) Sharon answered questions about the planned upgrade to Internet bandwidth. Unfortunately, SBC was unable to complete the necessary work by April 3 as expected. Work is still being completed, however, April 26 is being planned as the day that services will be interrupted as we switch over to the new 6MB service.
- 17) A brief discussion took place regarding the need for a 2 year foreign language experience for all students as required by the new High School Rigorous Curriculum. Next year, this committee will investigate the role that technology might play in meeting this need.
- 18) Teri Terry asked if there was a possibility of getting new or upgraded laptops for the media center since the ones on hand were not powerful enough to handle the work needed.

The meeting adjourned at 3:25pm

Meetings for the 2006/07 school year TBA.