KPBSD Educational Technology Committee
Meeting Minutes from
12.12.13

Member	Present
Stephanie Cronin, Seward High	X
Kristi Felchle, K-Beach	X
Robanne Stading, Nikolaevsk	X
Beth Swaby, SoHi	X
Mick Audette, DW Ed Tech Coordinator	X
Lisa Rolph, KMS	X
Karla Barkman, DW Librarian and Ed Tech Coach	X
Amanda Adams, Distance Ed	X
Jason Bickling, Principal at Seward Middle and Moose Pass	
Christine Ermold, Director of Elem. Ed. & P.D.	X
Sean Dusek, Assistant Superintendent	

Welcome and Housekeeping

Review minutes from 9.26.13

Ed Tech APQC Update: It was discussed whether the work of the APQC Ed Tech Transformation team (that instilled responsibility for Ed Tech leadership to this committee) was complete or not. All present agreed that the long term goal is for educational technology needs and concerns to be addressed through the curriculum process, and that will achieve the APQC Team Charter's future state of, *"The presence of an education technology structure that supports the curriculum that supports the instruction that drives the technology.*" Once the long term goal is achieved, this committee may no longer be needed. That conversion is likely to take several years to insure consideration of educational technology opportunities and needs are fully embedded in the curriculum review and revision process. This committee did not identify any needs to be met by the APQC Ed Tech Transformation team.

District Educational Technology Vision Statement: The committee adopted the following revised version:

> *KPBSD supports the integration of technology to enhance the development of creative, productive learners who successfully communicate and collaborate in the global society. To achieve this goal, the District will adopt hardware that allows students to be consumers and creators of new knowledge, and will support ongoing, comprehensive professional development to promote the integration of technology to transform teaching and learning.*

Work Group/Sub-Committee Updates: Members of the following work groups provided an update to the committee and sought input where needed.

- Roles, Responsibilities, Goals- The following were drafted by the work group on 10/15 and adopted by the committee:
    - ✓ Roles & Responsibilities of the Ed Tech Committee
    1. Remain current on issues and topics in the Ed Tech realm.
    2. Promote innovation in technology integration.

3. Formalize processes for new acquisitions of software and hardware as part of the curriculum process and outside the curriculum process (productivity stuff.)
   a. Score innovative project applications.
   b. Investigate options for hardware.
   c. Determine what should or should be core software and hardware.
   d. Develop a list of approved supplemental items.
4. Advisory to curriculum and DIT on matters related to what the essential DW "Core" hardware and software should be/needs to be
5. Develop the ongoing PD plan for technology in the District.

✓ Goals for 2013-14
1. Formalize processes for new acquisitions of software and hardware as part of the curriculum process and outside the curriculum process (productivity stuff.)
   a. Score innovative project applications.
   b. Investigate options for hardware.
   c. Determine what should or should be core software and hardware.
   d. Develop a list of approved supplemental items.
2. Migrate Ed Tech to a blog

- EdTech Page Migration- Mick is still working on the migration to a locally-controlled platform instead of having to work through an off-site webmaster for all content updates. He shared the draft site and will make revisions based on the committee's feedback. Resources available for student use will be added, and the idea of creating a student portal into the EdTech page will be considered. The KPBSD EdTech Twitter handle was shared and celebrated.

- Software Vetting- 4300 software titles were reviewed and sorted into Approved/Pending/Phase Out categories with the goal of streamlining to make things efficient for students and teachers. The goal is to go live with the information about "adopted" software by the end of the third quarter. The flow chart guiding acquisition of new software will also be finalized and published by the end of the third quarter by Mick. All new software purchase orders currently pass through a requisition queue with Mick, which allows him to monitor what software is actually being purchased and help guide purchase selections when needed.

- BP200 School Initiative- The related documents were reviewed and the idea of transitioning the forms into a Google doc/Google forms format to make it more efficient was discussed and planned. The methods for measuring technology impact on student achievement were discussed. Substantial concerns exist regarding the ability to actually measure impact with any reliability and validity and while controlling for external factors. Other measures, such as student perception surveys, student engagement observations, and actual teacher implementation practices were discussed. Timelines such as a 90 day check in were discussed, and the Plan/Do/Study/Act cycle was explored as a tool to monitor implementation for success. It was determined that it is most appropriate for the individuals applying under BP200 to identify their planned measures of success, and then the committee can either approve or support revising the data collection/analysis plan as needed. The "provisional approval" method used the Professional Development Steering Committee was discussed and adopted as an ideal way to support innovation while ensuring quality control measures are in place. Overall, it was determined that the forms in BP200 were workable, and the next step should be focused on making the paperwork and data collection/analysis process more efficient.

- Recommendation re: 1:1 Hardware Adoption- The memo drafted by the subgroup and approved by the committee electronically in late October was again shared.

Other Information: It has not yet been determined where the evolving DMC/Curriculum Support Center will be located. The budget constraints for FY15 were discussed, and the changes to KPBSD's Discovery Education subscription were discussed.

Next Steps:

1. Develop the EdTech PD Needs survey to help guide PD planning, and determine what PD the district can fund related to EdTech needs.
2. Complete the migration of the EdTech Page.
3. Migrate the BP200 School Initiative forms to an electronic form.
4. Finalize the approved software lists by the end of the 3rd quarter.

Future Meetings:

Feb. 11: Ed Tech Committee whole group

Mar 4: 3:00-4:00 Ed Tech Teleconference

April 10: 3:00-4:00 Ed Tech Teleconference

May 9: Ed Tech Committee whole group