

## KPBSD Educational Technology Committee Meeting Minutes from 9.26.13

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	X

Welcome and Housekeeping: Introductions, set collaborative roles, ensure Moodle access

Review minutes from April 26 and May 16, 2013

Purpose and Role of the Ed Tech Committee: After much discussion, the committee discovered their role is to develop a vision for what educational technology use within the KPBSD will look like, clarify the process for vetting hardware/software and the acquisition of it, formalize that process, and advertise the process. Of substantial importance is the committee's role and responsibility to develop a method for assessing the success and effectiveness of technology integration using hard data. The committee reviewed a chart showing what is within the scope of the committee, and what lies beyond the scope of the committee's work and responsibility.

APQC Information: Christine explained the role and purpose of APQC's work with the KPBSD. One of the projects identified for district improvement is an alignment of technology and instruction ("the first floor and the third floor") for the purpose of better utilizing resources and promoting the transformation of instruction through the use of technology. The identified future state for educational technology identified in the APQC process is: *"The presence of an education technology structure that supports the curriculum that supports the instruction that drives the technology."* The team developed an action plan to work towards achievement of the desired future state.

District Educational Technology Vision Statement: The committee drafted the following vision statement, and will revisit it at its next meeting.

*KPBSD will support the integration of technology to enhance the development of creative, productive learners that are able to communicate and collaborate successfully in the global society. To achieve this goal, the District will make progress towards adopting hardware that allows students to be consumers and creators of new knowledge, and teachers will receive ongoing, comprehensive professional development to promote the integration of technology in ways that enhance and transform teaching and learning.*

Planning for the Year: After receiving clarity on their role and drafting their vision, the committee outlined an action plan. The steps in the action plan support achievement of both the committee’s goals and vision, and the APQC committee’s future state.

<b>Action Step</b>	<b>Sub-Committee Team Working on This Project</b>
Clarify roles, responsibilities, goals and create a communication tool stating those items	Mick, Christine, Amanda, Robanne will meet on 10/15 from 3:00-4:00 using Lync
Migrate Ed Tech page for local control (the linked material on the district’s website is already on a google site) and start managing and promoting connections within the District using WordPress, Twitter, and Connected Educators.	Mick and Christine will work on migrating the Ed Tech page and Robanne will work on the KPBSD Ed Tech Twitter Account
Review the BP 0200 School Initiative Process- including the application, flow chart, and digital resource request forms. Innovation Pilot Project (related to the Site Initiative form in policy- and with a heavy emphasis on strong data collection to assess impact. Finding these measures is an important consideration- what about looking at past successful i3 grants? What is a clear measure of the impact of technology on student achievement, attendance, etc.?)	Stephanie, Amanda, & Jason will meet after school from 2:30-4:00 on 10/10 to plan for future meetings and specific steps.
Software and hardware vetting process (Instructional and Productivity) including revision of the detailed flow chart and the tools for completing and communicating this process.	Lisa, Kristi, Karla, and Mick will work on these in the Professional Development Room on Nov. 7 <sup>th</sup> at 9:00 a.m.
Software and hardware core (everyone has access to/is funded by the District) and supplemental (approved for use by the District, but not necessarily funded by the District.)	
Develop an ongoing PD plan, related to technology, for the District	This will be addressed later this school year.
Research hardware needs and options for our schools	Mick, Beth, and Karla will research this.

DMC Evolution and Recommendations: Karla and Christine explained the necessary evolution of the DMC to better meet the curriculum related needs of teachers and students. Feedback from Ed Tech committee members included the following...

*Materials for special education accommodations, after hours student tutoring, opportunities for students in work-study or research, check out for Kindles or other hardware, place to get additional curricular materials (textbooks) and supplemental materials, a link as part of the EdTech resources to all of the materials that the DMC would have for people to work with EdTech resources, along with easy and clear access to information about the digital resources for both teachers and students- so one place could house the information about those resources so we know where to go for help. A meeting room for district committees to meet would also be helpful- especially if the meeting space could be used for other things when it's not being used for meetings. This would also allow Distance Ed teachers to meet with their students there. A polycom or other equipment would be helpful there, too. Possible housing quarters for folks who are coming from out of town for PD or other District activities. The DMC could maintain a twitter feed of new things that are available- they could also host District-wide events to connect teachers to one another.*

#### Next Steps & Future Meetings:

Oct. 10: After School - Team Seward

Oct. 15: 3:00-4:00 Team Virtual

Nov. 7: Team Soldotna A

Nov. 8: Team Soldotna B

Dec. 12: Ed Tech Committee whole group

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

Christine, Karla, Melissa Linton will meet with purchasing to discuss the relationship between instructional needs and restrictions from the purchasing department regarding items such as Kindles or Nooks due to concerns over copyright laws.