

**Technology Committee Minutes**  
**3/14/18**

Meeting was called to order at 5:30pm at the Unit Office Board Room

1. Motion by Kirkbride called the meeting to order at 5:30pm seconded by McLeod.

Members present: John McLeod, Doug Kirkbride

Members absent: Dr. Beyers

Superintendent Present: Yes

Visitors: Jason Bauer, Jessie Miller, Scott Savage,

The committee discussed the following:

2. ***Approval of the Minutes from 10/25/17*** - Motion by McLeod seconded by Kirkbride

3. 1:1 Chromebook Program

A. Future Funding

The chromebook program will be funded from the technology budget going forward. The cost per grade level is about \$25,000. Next year will be a one time purchase of 3 grade levels for \$75,000. Cost recovery from fees is expected to be about \$42,000 and \$18,250 from the PEF. The district will incur about a \$14,750 shortfall. The board members discussed options for allowing seniors to use their existing devices for a fourth year four years from now. Depending on how well the devices hold up this may be possible. Optional insurance may be available.

B. Expansion of the Program 2018-2019

Mrs. Miller discussed the chromebook usage graphs compiled from data collected by Mr. Savage. Chromebook usage among the Jr. High remains higher than usage at the High School. Mrs. Miller presented some google document usage statistics she collected from the G Suite console. Students are using google documents the most followed by presentations and spreadsheets to a lesser degree.

4. FY18 Computer Assisted Budget Presenter: Scott Savage

The computer assisted budget will be spent out by the end of the year. Mr. Savage is buying equipment this year for the upcoming year in order to mitigate the tight technology budget due to buying in 3 grade levels of chromebooks next year.

A. E-rate

1. Paperwork

All this year's e-rate paperwork has been completed and submitted on time.

2. Project

The Lincoln and Washington network switches that were purchased with FY18 e-rate funds will be installed over the summer by Mr. Savage.

B. Title V (formerly Title VI)

Mrs. Miller talked about special items purchased through Title/Perkins funding. Noredink is a subscription writing service used by Mrs. Patton at the High School. Headphones, robots, biology kits were among the items purchased.

C. Perkins

Mr. Bauer said this years Perkins grant was submitted for next year and funding was released for this year. The funding from Perkins is trending downward. Items purchased with the Perkins funding was included in the board packet.

D. Lease Levy - Not discussed.

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5. TDM PRI to SIP PRI Migration - Mr. Savage discussed the proposed TDM to SIP migration for local and long distance phone calls. E-Rate funding has ended for the existing telephone lines. This migration will save the district several thousand dollars per year. **Motion by Kirkbride and seconded by McLeod to approve the new SIP PRI circuit contract.**

### 6. Technology Integration Updates

Mrs. Miller spoke about classroom activities with technology at the elementary level. She has seen an increase in STEM activity at Lincoln School. She has seen more integration of google classroom even at the elementary level. Mrs. Miller offered professional development hours to teachers at Morrisonville. She also attended the ICE convention. PARCC prep is in full swing. Lincoln testing begins March 20th and closes April 18th. The PARCC infrastructure test went smoothly last month.

### 7. District Financial Software

The current district financial software is being phased out and migrated to another platform by the new vendor, Powerschool. Mrs. Phillips and Mrs. Mundell have toured other districts for options and have come back with the recommendation to migrate to SDS financial system. Midstate, Vandalia, and many other districts are using SDS and are very happy with it. **Motion to move forward on the SDS data systems migration by McLeod and seconded by Kirkbride.**

### 8. Technology Integration Specialist Position

Mr. Bauer and Mrs. Miller discussed her departure from the District and her daily roles at current time. The beginning of her year involves chromebook deployment and daily check in and check out and keeping track of repairs. She coordinates with Kathy Jones with check in/check out duties at the HS. She manages the parent and student portal in Lumen. She also trains the students how to use their accounts and sends letters to parents. She also assists with setting up accounts on various software packages with students in the district. She works in classrooms with teachers, is generally in every building daily. She also manages all social media accounts and the website. She meets with teachers and sets up evaluation tools for Principals to evaluate teachers. She also conducts professional development and works with the PEF.

### 9. Apptegy Presentation

Mr. Bauer played a video from a service called Apptegy. The service offers custom smartphone applications for a school to distribute information and contact information. They also provide a service that will allow messages to be distributed across many platforms (smart phones, text messages, websites, facebook, twitter, instagram, etc) at one time. They also offer custom websites.

### 10. Upcoming Technology Events

#### A. College Bound and Tech Ready April 12, 2018 - 6:30pm at PHS Commons

This is an event coming to Pana sponsored by the Regional Office of Education. We are also offering a session in Effingham. Lakeland, Lincolnland, and Eastern reps are coming on site. Specialists in the area of social media use are also attending to speak to students. Other vendors will be in attendance.

#### B. Annual Technology Showcase May 4, 2018

This will be the 7th technology showcase. Mrs. Miller will be hosting. She will be involving students and the projects they have been creating with their chromebooks.

### 11. Miscellaneous

Docstar Migration - The current docstar product is undergoing a mandatory migration. The upgrade fee will be paid out of this years tech budget and annual renewal paid July 1.

**12. Next Meeting Date** – The tentative date for the next full tech committee meeting was set for XXXXX at 5:30pm.

13. Meeting was adjourned on 3/14/18 at 6:54pm. Motion made by McLeod and seconded by Kirkbride.

Pana Community Unit School District #8

Member \_\_\_\_\_

Member \_\_\_\_\_