

Technology Committee Minutes
September 5, 2013

Meeting was called to order at 5:03 p.m. at the Pana Unit Office Board Room

Chairman Schafer called the meeting to order.

Members present: Schafer, Beyers, McLeod

Members absent:

Superintendent Present: Yes

Visitors: Scott Savage, David Dively, Jessica Miller

The committee discussed the following:

1. ***Approval of the Minutes from March 14, 2013*** - Motion by Beyers, Second by McLeod
2. ***FY13 Budget Update*** - Mr. Dively gave a brief update on the Computer Assisted Instruction Budget for FY2014. At this time 78% of the Computer Assisted Instruction budget has been expended. Most of this was for the purchase of equipment and supplies to upgrade labs and classrooms.
3. ***E-Rate Update*** – Mr. Savage reported that very little is going on with the E-Rate process at this time. However, in the next few months he will be preparing our applications for discounts for the coming year. Mr. Dively reported that in 2013, the district received approximately \$45,000 in discounts. These help make access to the Internet possible.
4. ***Update on Current Projects*** – Mrs. Miller and Mr. Savage provided the Committee with updates on several of the current projects including the following: AESOP automated substitute system, Google Apps for Students, the Student/Parent Portal, the wireless network, plans for disposition of equipment, summer projects, and the PARCC pilot test. The Committee discussed the Google Apps for Students and in particular the use of Google for student email accounts. Dr. Beyers registered concern about the privacy/security of emails sent through Google. Mr. Savage indicated that the educational apps may not work the same as private accounts and the benefit of using Google was that it provided an archive system for emails.

Mr. Schafer expressed some concerns about how the Student/Parent Portal was working. Mrs. Miller reported that the Portal was now open. She indicated this year they had to complete the setup again and reissue logins and passwords. She has also been working with high school students to get them on the portal. We do need to work with Lumen to determine if the Portal can be used each year without doing the setup over. Mrs. Miller also reported that there is an APP for access to the Portal through a smart phone, but she was not confident that it was ready yet.

Mr. Schafer commented that it would be nice if everyone used Remind 101 for student assignments. Mr. Savage reported that he has been working on wireless network access points to improve access and performance. He indicated that he found an error in configuration at the Jr. High that he believes has helped to eliminate some of the problems encountered when multiple users are using the wireless network.

Mrs. Miller expressed concern that when teachers are using the new math series that provides many online resources it is bogging down the network. We may need to explore options to increase the bandwidth for our schools in light of the increasing number of online resources and online state assessments.

Mr. Savage reported that he replaced the teacher computers at the high school and will be sending the old units to recycling. He also asked the Committee for direction on how to dispose of the district's Windows Netbooks. He explained that they would not be useful for the PARCC assessment and they can't be updated beyond XP. He indicated that there are approximately 100 units valued at \$100 each. It was suggested that he list the equipment on the Technology Hub's listserv.

The Mini-grant applications are now online. A new part has been added that asks staff members to reflect on their project so that feedback can be gathered on how grant funded equipment is being used. This is year 2 of the donation to the Foundation by the Munzenmaier Estate. It has provided for 2 annual scholarships and an additional \$40,000 for mini-grants. Priorities for these funds would be Smart Boards for Jr. High and High School and then supporting identified needs of the Technology Department.

5. **Miscellaneous** – Dr. Lett reported that he anticipates that the district will be required to participate in the 5Essentials Survey this year. He also indicated that he had completed a recent IASA survey. The survey will now be made available to constituents to complete. Mrs. Miller will send an invitation to complete the survey through the district's notification system.
6. **Next Meeting Date** – The tentative date for the next meeting was set for February 6, 2014 at 5:00 p.m.

A motion was made by McLeod and seconded by Beyers to adjourn the meeting of Sept. 5, 2013 at 6:10 p.m.

Member

Member