

Information Technology Advisory Committee (ITAC)
February 26, 2007 – 2:30pm to 4:30pm

Agenda:

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1. Quick update on the budget.
 2. In preparation of re-writing our school's technology plan, we will discuss what it means to connect technology and the curriculum.

Meeting Notes:

Attendees: Kim Florek, Laura Facticeau, Anita Goddard, Kate Messmer, Rebecca Phelps, Jenny Kirouac, Penny Walker, Katie Watkins. (Jim Connolly – joined us for agenda item number 2)

Kim informed the committee that the proposed \$80,000 replacement cost in the tech budget was already cut to \$40,000. She also said that the rest of the budget was still very unsure and further cuts could be made. Until the actual budget process is complete, we will not be able to make adjustment. In any event, to record departmental “needs”, each ITAC member shared their department’s technology needs for next school year. This information can be used later to help us make choices once the budget process is done.

1. English: Kate reported that the English department was only in need of a single license of Turnitin.com as opposed to our current school wide site license. Basically Kate is the only English teacher really using the program. Therefore, next year we will not renew our site license, but instead look into procuring a single license.
2. Business and Technology: Laura inquired about the licensing agreement for the Type-To-Learn software. If the license calls for yearly fees, they would need this. (NOTE: After the meeting Kim confirmed with the company that there are no yearly fees associated with the program.)
3. Visual Performing Arts: Rebecca said that Art needs a new Epson Photo printer for the Photography classes. The one they have right now does not work properly. They also need a new photo film scanner for the photography classes. The Nikon Super Cool Scanner they currently have produces “dusty” images. Rebecca also inquired about getting laptop computers for Music. She said they needed the laptops in order to take attendance since their computers are not in the rooms they teach. She said it was not possible to get attendance in by the deadline (the end of the day). She also said that she wanted one or two computers in her classroom that the students could use with midi devices. She was not exactly sure what she wanted to do with those computers, so Kim asked if perhaps software could be loaded on to her computer so she could research what she might want the students to do. Kim also mentioned that if they did get laptops in music, the desktop computers would be re-deployed – either into music’s classrooms or someplace else in the building.
4. Guidance: Katie reported that it would be helpful to have larger computer monitors for viewing PowerSchool screens. She also mentioned that there might be a limitation on the Macintosh computers when it comes to viewing some PowerSchool reports. This limitation does not exist on the PC and so they are asking for one PC computer in guidance if this can not be fixed. Kim told Katie to try using a different browser on the Mac and that might solve the problem.
5. Math: Jenny reported that Math would only be in need of a single eight grade math class license for Study Island next year. She said the Math department was not going to be using this program in their general math classes and only utilizing it in their MCAS 8th grade prep class. Kim will check with SPED to see what their needs are. Jenny also mentioned the need for two more data projectors for Math. She said they currently have 3 data projectors (Jim Liptak, Dale Nicodemi and Matt Geertsma). The additional two would go to Terry Barut and herself. She also reported that the data projectors would be

used most every day. Kim mentioned that Tony had said there might only be enough money in the MCAS related grant for one data projector. Also, the grant had specific wording on how and what the money could be used for. We would need to investigate this further. Last Jenny talked to Tony she was under the impression there was \$2,000 available.

6. Foreign Language: Penny reported that her department was asking for professional development, specifically on MS-Office/Word. They also were hoping to have a way students could record and listen to themselves for oral practice. They are also interested in video conferencing field trips as well as participating in Masscue (an educational technology group).

Jim Connolly gave an update on where the budget process was at this point. He reiterated that our uncontrollable costs have driven the budget up and that cuts were being made where possible before going before the full school committee and the Towns. He also said that instead of coming up with a “wish list” for technology, he wanted to see those expenditures directly tied to student learning. In doing so he explained his desire for ITAC to figure out how we can ensure that each of our students are being taught the right technology skills to fulfill our mission statement – that students will graduate with the right (technology) tools to succeed in a technological society. After much discussion and debate, the committee agreed to start by taking an inventory of what departments are currently doing with technology in our classrooms (Penny’s suggestion). Each member will gather information from their departments. Kim recommended a standard way for us to do this and offered to create a form or spreadsheet for data collection. Once we have this information we can compare and contrast it to the National standards to see where the gaps are. Anita Goddard hesitated to use the national standards for fear the State might require something different which we, as a school, needs to report on each year. Kim suggested that we needed to clarify what the differences are between the two. There was also mention (Kate) of creating a mandatory computer class for all students that went beyond the current Computer Applications course. Kim agreed this was a good idea and said a course like that could also include an Information Literacy component, as well as internet safety. Jim mentioned that in order to fit a new course into the schedule decisions about other course offerings would need to be looked at. However, he said that if we felt strongly that teaching a technology course was the way to meet our mission statement, there were ways to accomplish this.

Action Items:

Kim to send out information so people can collect what departments are doing with technology in their classrooms.

Kim to check with DOE to see what the difference is between the State and National technology standards.

Kim to follow up with SPED to see what their Study Island needs are for next year.

OLD ACTION ITEMS:

Kim to follow up with Jim C., Anita and Karen T. to see what budget is used for repairs and maintenance costs to the auditorium, etc.

Next Meeting Date: Tuesday March 27th, 2:30pm-4:30pm

Meeting Adjourned: 4:30pm