



**Educational Technology Advisory Committee  
Littleton Public Schools  
Meeting Minutes  
04-24-2007**

**Chair: James Morgese      Chair-Elect: Jim Stephens      CIO: Dan Maas  
LOCATION: Sandburg Elementary Library**

**6:00 PM – Arrival**

ETAC members networking and casual dialog

**6:30 PM – Convene**

Call to order: Mr. James Morgese Committee Chair

Mr. Morgese called the meeting to order at 6:30p.m. in the library of Sandburg Elementary

**Pledge of Allegiance**

**6:31 PM – Approval of Minutes**

**Review minutes of March 21st , 2007**

Mr. Morgese asked if there were any corrections to the minutes of March 21st, 2007. There were no motions for any changes.

Mr. Jim Stephens motioned to approve the Minutes of March 21st as presented.

Mr. Barrett Blank seconds the motion for Minutes approval.

The committee is unanimously in favor of approving the minutes.

**6:32 PM – Approval of the Agenda**

Mr. Morgese asked if there are suggestions or additions to the April meeting agenda.

There were no motions to alter the agenda.

The committee was unanimously in favor of the agenda as presented.

**6:40 PM– Celebrating Successes-**

**\*Sandburg Elementary\***

Ms. Marj McDonald, Principal of Sandburg Elementary extended a welcome to the ETAC Committee and introduced Mr. Steven Newell the Director of Sandburg’s Center of the Sciences. Mr. Newell is in the second year of a third year grant funded initiative at Sandburg. The Sandburg campus boasts secure and robust wireless access everywhere on site. The library houses 17-23 computer stations, there is a fixed computer lab with 30+ PC’s and there are also 6 or so PC’s embedded in each classroom used for research and or games. In addition Sandburg uses digital cameras, digital microscopes, document cameras, and projectors, data loggers used for taking temperatures, sound measurements, barometric pressure, and humidity. Mr. Newell encourages hands on practical experiences as he exemplified in his presentation of students creating and programming robotics. Teachers at Sandburg make good use of the available equipment because Mr. Newell models and explains the functions of the technology and acts as an embedded knowledgeable staff person to help with any support issues, problems difficulties that may arise. Ms. Holly Crowell President of the Sandburg PTO also demonstrated a unique software program that tracks the parent volunteers at Sandburg, their contact information and other functions. This program has been extremely successful in automating the Sandburg parent volunteer information.

**7:15 Board Activities Report – BOE Liaison Renee’ Howell.**

**Board of Education:** Two positions on the LPS Board will be opening soon. If anyone is interested in applying there are 2 information booklets available from Diane Leiker, LPS Community Relations Director.

**Security:** This was a difficult week due to the tragedy at Virginia Tech. It was noted that the security services that LPS received from both the local police department and our own district was excellent.

**Legislative:** The legislature is now reviewing and analyzing Colorado's *graduation requirements*. This is an important initiative since there has been no discussion on this matter in the state since 1988. The SAR (School Accountability Report) is also in the process of being revamped. A school finance proposal was introduced by Governor Ritter and Mill levy stabilization was announced. The *P-20 council* established by Governor Ritter is a council that is going to be concerned with educational issues from pre-school through post secondary education. The council will explore ways to create an integrated education system from pre-school through post secondary education. Since the commission was created by Governor Ritter it can meet as many times as it needs to.

**Employee Benefits:** Insurance benefits for LPS staff will be changing from Cigna and Kaiser to Aetna and Kaiser. The increase for employees is less than minimal, not even a 1% increase will be incurred.

**PLC's Committee:** A PLC committee is being formed. The committee will look at how the PLC process is going, review information and make recommendations. A member from the ETAC committee might be needed as a representative on the PLC Committee.

**Long Range Budget:** The Board will begin to look at what planning will be needed for future funding. The funds received from the 2004 Mill Levy was planned to last until 2009-2010. As that time approaches the district must decide what we next steps will be, and if there should be another election. The funds raised in the last initiative are "coming down the hill."

**SSAC Special Services Advisory Committee:** Parents of special needs children have begun an initiative to form a communication panel with other parents of Special Needs children who may attend other schools in the LPS district. Due to the Privacy Act, information thus far has not been shared between schools. The parents hope to open a dialogue to be a resource for each other.

**Education Week Magazine:** Unfortunately, Colorado did not rate well in the rankings of K-12 Education in this magazine. A sad C- is the ranking for the state of Colorado. For further information go to:  
<http://www.edweek.org/ew/toc/2007/03/29/index.html>

**National School Board Association Convention in San Francisco:** Three members of the Board accompanied Superintendent Scott Murphy to a convention in San Francisco. There were 13,000 educators, superintendents and other education related professionals from across the U.S. attending the convention. Our very own Karl Fisch was featured in one of the prestigious presentations!

**7:30 PM –: CIO REPORT Strategic Plan- Mr. Dan Maas** (Please see a draft of the document as an attachment to these notes.)

Mr. Maas introduced a draft of the Strategic Planning document which will be the action plan and the "constitution" for projects and initiatives for the I.T.S. Department for next 5 years. The Strategic Planning document stresses the importance and lays the foundation for "World Class Student Learning" and "World Class Professional Practice." Mr. Maas had the committee break out into small groups to evaluate the format and content of the document then recommend refinements to the work plan. Committee members had a "shout out" session in which suggestions for the document were made. In addition the ETAC members wrote their comments down for Mr. Maas and submitted them for his review.

**IJJA Policy:** (please see attached)

Mr. Maas also introduced Policy IJJA. This is a new policy in which Electronic Instructional Materials will be allowed and used as a primary content resource for students. There will be a committee established to review the source of the materials to ensure its integrity. The Board will approve the source of Electronic Instructional Materials after an appropriate review demonstrates the source meets the necessary standards for quality and appropriateness for the district.

**Announcements: The next E-TAC meeting will be on May 30th at Centennial Elementary**

At the next meeting elections and nominations will be initiated for the 2007-2008 E-TAC Committee. If your term is up you may apply for a new term. Applications are available either on the LPS Website or you may e-mail Gail Schillinger to receive one. Please be ready to state in 1 minute or less why you are interested in participating on the committee. In addition, a new president elect will be nominated. Self nominations are accepted.

**8:40 PM – Adjournment**

**Minutes respectively submitted by: Gail Schillinger-Technology Support Specialist**