



**Educational Technology Advisory Committee  
Littleton Public Schools  
Meeting Minutes  
8-27-2008**

**Chair: Briggs Buckley Chair-Elect: Matthew Shankle CIO: Dan Maas**

**LOCATION: ESC**

**6:00 PM – Arrival**

ETAC members networking and casual dialog

**6:30 PM – Convene**

Call to order: Mr. Briggs Buckley, Chair of the ETAC 2008-2009 called the meeting to order at 6:30 p.m. in the Board Room of the ESC.

**Pledge of Allegiance**

**6:32 PM – Approval of Minutes**

**Review Minutes of May 21st, 2008**

Mr. Buckley asked if there were any corrections to the minutes of May 21st, 2008. There were no motions for any changes.

Ms. Maureen Medved motioned to approve the Minutes of May 21, 2008 as presented.

Mr. Spencer Zepelin seconds the motion to approve.

The committee is unanimously in favor of approving the minutes.

**6:35 PM – Approval of the Agenda**

Mr. Buckley asked if there were any suggestions or additions to the August meeting agenda.

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

**6:37 PM Celebrate Our Successes-ETAC-ESC**

On behalf of the entire 2008-2009 ETAC committee Mr. Briggs Buckley extended a warm welcome to the new committee members. They are:

- Ms. Janie Youderian, Principal of Franklin Elementary
- Mr. Kyle Hanson, Heritage High School student
- Mr. David Chao, LPS community parent and business leader
- Mr. Adam Blank, Arapahoe High School student
- Mr. Chris Marchetti, Math Teacher at Littleton High School.
- We also hosted honored guest Mr. Chad Glidden, 8<sup>th</sup> grade Science teacher at Newton Middle School who expressed interested in the work of the ETAC committee, he was present at this meeting to listen and lend his expertise.

**\*\*We whole heartedly welcome and sincerely thank you all for your participation.\*\***

**Our ETAC Mission Purpose and 2008-2009 Issues: Mr. Dan Maas-CIO:**

Mr. Maas explained that ETAC is a district appointed committee by the Board used to advise the Board and administration on technology initiatives for the district.

The purpose of our “*Celebrating Successes*” sessions is to help the committee members best understand what and how technology is being used in each school by holding our meetings and giving the floor to the hosting school during this time.

In this way we hope to best understand what each schools strengths, goals and challenges are. Committee members then went around the room randomly introducing themselves and expressed why they were serving on the ETAC committee and what elements of “Celebrating Our Successes” have impressed and impacted them the most.

Mr. Maas went on to explain that in October we will be giving a report of our findings from 2007-2008 to the Board. Mr. Jim Stephens, last year’s ETAC chair will make the presentation as his final duty to the committee. The presentation will make recommendations to the Board on what technologies make a difference and what district priorities should be with regards to these technologies.

The Board will then help us establish our charge for 2008-2009.

**6:50 PM Action Items**

Approval of the 2008-2009 ETAC meeting calendar:

- Mr. Matt Shankle moved to approve the ETAC calendar as presented
- Ms. Laura Jones seconds the motion to approve the calendar.

ETAC Meeting Calendar for 2008-2009

Date	Location
August 27	ESC
September 24	Heritage
October 29	Peabody
December 3	Powell
January 28	Hopkins
February 25	Moody
April 1	Newton
April 29	Wilder
May 20	ESC

Meetings are held on the last Wednesday of each month with a few exceptions due to holidays. To find further ETAC information agendas, minutes, etc. you can always refer to:

<http://www.littletonpublicschools.net/Districtinformation/Advisorycommittees/ETAC>

Due to Mr. Maas’ effort to complete his doctoral degree, he will be unable to attend the ETAC meetings on October 29th and December. 3rd. Mr. Mark Lindstone and/or Mr. Mike Porter, co-directors of the ITS department will attend the meetings in his place.

- The committee unanimously approved the slate of new ETAC members.

**7:00 PM - Discussion Items and Reports- BOE Liaison Renee Howell**

Ms. Renee’ Howell explained how she uses the input of the committee to advocate ideas to the many state level associations she serves on.

Ms. Howell reported that this year LPS offers full day kindergarten in 6 elementary schools.

In the fall the state ballot initiative #126 to untangle Tabor and Amendment 23 will be moving forward, this is something to pay attention to.

PLC’s have been moved around a little this year as a result of parent and teacher input. They will be spread out a bit better.

Facilities Use Task Force: Is a committee formed to look at district information in a special effort to

allow a multitude of ideas to come to the table on how we move forward as a declining enrollment district. There are two community forums scheduled, one on September 9<sup>th</sup> from 7:00-9:30 p.m. and the other on September 22<sup>nd</sup> from 6:00-8:30 p.m. To avoid getting caught up in any rumor mill, all official information regarding the Facilities Use Task Force is available on the LPS website.

**7:10 PM – CIO REPORT– Mr. Dan Maas –**

Updates:

- **Information Security Brochure:** a brochure handed out to every staff member in the district as an informational guide containing information like:
  - a) Where is the safest place to store information
  - b) Over-rides of the Internet filter for teachers and staff
  - c) Wireless access information
  
- **CASE Conference:** (Colorado Association of School Executives)  
Karl Fisch and Anne Smith of Arapahoe High School filled in as guest speakers at the CASE Conference this summer. Their presentation was very powerful and they knocked this presentation out of the ballpark! Congrats to Ms. Smith and Mr. Fisch for representing LPS in the best possible way!
  
- **Visit to China:** Mr. Maas highlighted some of the most memorable moments of his trip to China this summer. Mr. Maas established relationships with key Chinese educators and educational facilities to create a foundation of communication between LPS students and Chinese students.
  
- **Powering up the Writer’s Workshop Grant:** Mr. Mike Porter, a Co-Director of the ITS Department in conjunction with several other notable LPS staff members authored a grant in conjunction with Englewood Schools and were awarded the EETT (Enhancing Education Through Technology Grant) competitive grant of **\$225 k.** sponsored by the CDE. **The LPS share of the money will go to fund 150 laptops in 5 LPS elementary schools** with the highest need for writing assistance. (Moody, Hopkins, East, Field and Whitman) the theme being “Powering up the Writer’s Workshop.” The laptops will be used to foster global collaboration and a number of other innovative projects including communication with writers and authors. There were dozens of applications submitted for this grant across the state. The Littleton/Englewood proposal made excellent marks.
  
- **Vision for the Standard Classroom:** What should the Standard Classroom look like? The ETAC committee members were asked to break into small groups to collaborate and prioritize a draft of technology tools that would be instrumental to teachers creating a 21<sup>st</sup> century learning environment in LPS. Results to be presented at next meeting.

**7:30 PM –: Board Report Preparation: Dan Maas – Jim Stephens**

**This portion of the agenda will be addressed at the next ETAC Meeting**

- Editing 2007-2008 video footage
- Video capture of member comments
- Board Report TBD

**Announcements:** Next Meeting is at Heritage High School on September 24, 2008 with visit from ASUS

<b>Board of Education Report TBD</b>
<b>8:10 PM – Adjournment</b>
<b>Minutes respectively submitted by: Gail Schillinger-Technology Support Specialist</b>