

**Educational Technology Advisory Committee**



**Meeting Minutes 4-29-2009**

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

**LOCATION: Wilder Elementary School**

**6:00 PM – Arrival**

ETAC members networking and casual dialog

**6:30 PM – Convene**

Call to order: Brigg Buckley, Chair of the ETAC 2008-2009 called the meeting to order at 6:30 p.m. in the Wilder Elementary Library.

**Pledge of Allegiance**

**6:32 PM – Approval of Minutes**

**Review Minutes of April 1, 2009**

Mr. Buckley stated that there were no minutes were generated from the last ETAC meeting due to poor weather and partial committee attendance.

**6:35 PM – Approval of the Agenda**

Mr. Buckley asked if there were any suggestions or additions to the April 1st meeting agenda. The committee was unanimously in favor of approving the agenda as presented.

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

**\*Wilder Elementary School\***

Ms. Carol Boorum, Technology Instructor welcomed the committee and introduced Wilder and several 5<sup>th</sup> grade Wilder students to the committee.

- Wilder has an approximate 600 student population.
- Wilder now has 2 labs; one is used as a computer lab the other one is used for things like MAPS testing and other specials.

Ms. Boorum explained that she incorporates technology projects in line with curriculum content from grade levels. Some of the modes she is using at Wilder include:

• Digital Storytelling (via Pixie)	• Photo Story
• Digital Photography	• Excel
• Word Processing	• PowerPoint Blogging
• Podcasting	• Movie making
• Publisher	• Research work

Several 5<sup>th</sup> grade students demonstrated their ability to use technology by presenting a variety of project work to the committee. A highlight of the evening was a video on Internet Safety that the students created. The committee thanks Ms. Boorum and the Wilder students for a great presentation.

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

Ms. Howell reported that the ETIL (Educational Technology and Information Literacy) plan written by Dan Maas required by the state (CDE) was unanimously approved by the Board at the last BOE

meeting. This plan was distributed to members of the ETAC committee.

In addition Mr. Ted Miller, ITS Data Systems Administrator and Patti Turner, Assessment Coordinator presented "Assess Track", to the BOE members. Assess Track is a database system that allows LPS teachers and administrators to pull data from a variety of standardized test scores and grades per pupil and compile the data into an easily interpreted chart. The Board was impressed by the demonstration.

LPS Schools who are participating in the Universal Literacy Training Program last summer also presented information to the Board.

School finance appears to still be bouncing around at the legislature. We hope to have more details by next week Ms. Howell reported.

Negotiation discussions are ongoing. On a positive note the monetary increase in health insurance was only about 5%; the district had budgeted for 15%.

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**7:15 PM – CIO REPORT– Mr. Dan Maas –**

Transition Report:

Mr. Maas reported to the committee on the transition of equipment from Ames and Whitman.

- By the time school begins in the fall, there may only be 10-15 elementary classrooms in the entire LPS district without a document camera or projector.
- All transitioning teachers will have a document camera.
- SmartBoards (4-5 of them) will be distributed evenly
- EEepc laptops will be used as a part of the Inspired Writers Project (approved as part of the ETIL plan)
- Every teacher who has a classroom will be accommodated with a computer.
- Labs will be left intact at the closing schools until further assessment.

The ETIL is now complete and approved by the Board. Mr. Maas is pleased with the vision and commitment in working with the Learning Services Department, the Board and other LPS leadership while working on this plan.

The Spirit of Littleton Dinner held to raise funds to buy district laptops for student use went well. Despite the snowy weather, the dinner still boasted 80% attendance. Funds raised the night of the event exceeded the goal with \$19,000 in contributions. Late contributions continue to come in and the dinner hopes to net 21-22K to be applied to the LPS Inspired Writing Project where the laptops will be used.

Mr. Maas then had the committee watch a video of students in the district using and commenting on the impact computers have made in their education.

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**7:30 PM: Professional Development for the Inspired Writing Project: Mike Porter**

Mr. Mike Porter, Assistant Director of Instructional Technology, outlined the professional development plan and the phases to be rolled out in the Inspired Writing Project for teachers and students at grade levels 5, 6 and 9. It is important to remember that this program is not new in

content, and is in alignment with approved LPS Language Arts curriculum and based on established Colorado State Standards. (Please see his attached PowerPoint for details regarding the desired outcomes of this ambitious training program.) The program will be taking place the first week of June 2009.

Content highlights for students will include:

- Information Literacy: Credible safe sites and informational databases that can be used for research and how to acquire and critique information. (copyright rules, plagiarisms, fair uses)

Internet Safety:

- Cell phones as a social network, identity theft
- The Google footprint (what you do as an internet citizen is archived)

Technology in the Writing Process:

- Integration Strategies for the Laptop equipped classroom
- 21<sup>st</sup> Century Publications

The Adolescent Literacy Institute will include 250 LPS educators representative of grades 6-12 in all content areas. It will take place for two days at Arapahoe High School.

9<sup>th</sup> and 6<sup>th</sup> grade teachers will be given a EEEpc so that they can prepare for their new experience and their classroom environment with laptops. The following week, 5<sup>th</sup> grade teachers will attend the three-day Universal Framework for Literacy workshop, and complete that with two days of professional development led by the Instructional Technology Team at Ames Elementary. There they will focus on integration technology into the Writer's Workshop model. In both secondary and elementary workshops teachers will be supported by building staff to include computer coaches.

### **8:00 PM -Committee Feedback: Inspired Writing Project**

- 1) Printers will be included on EEEpc carts, but urge staff to be careful about printing everything out. Encourage use instead of blogs, wikis, student server folders and Google docs as alternatives to printing. Not only are these tools more green, but are also beneficial in special cases when students are not able to have a physical presence in a classroom. In addition if these tools are used, archives of student work can be created. Students can create a digital portfolio if they are preparing to enter college.
- 2) Shared Best Practices: The committee complimented the language that is mirrored of PLC work. For program sustainability, it would be helpful if not viewed as yet another thing to do.
- 3) Create an "Education Night" for Parents: Create more opportunities to have student work with technology more transparent in order to educate the community. For example, create links on the district website to student work. Explain to parents what Face book is, showcase technology that is safe and secure at back to school night and freshman registration night. Educate parents on what a blog is, what a wiki is, how Google docs are used, and a podcast. Show them how it is used to educate their student. Help parents understand that their child's identity is not at risk.

- 4) Create testimonials of kids who had laptop technology available and now are have not's due to a grade level change.

Mr. Chris Moore asked if the committee could consider a younger sub-committee (Elementary and Jr. High aged students.) While this is an interesting idea, the committee decided it will need to consider this further as a future agenda item before officially accepting this move.

The ETAC Committee is now seeking nominations for **Chair Elect** (Non-Staff Members Only)  
The choice will be made from the following eligible ETAC Members:

Mr. Barrett Blank, Mr. David Chao, Mr. Larry Jewett, and Ms. Laura Jones.  
Having had experience as chair, Mr. Jim Stephens has made himself available to anyone considering this appointment that may have questions.

**Announcements:**

The committee congratulates student ETAC member **Spencer Zepelin** on being the recipient of the 2009 Boettcher Scholarship award. He will actually forgo the Boettcher as he was also offered another prestigious scholarship to attend Davidson University in North Carolina next year. Mr. Zepelin has served on the ETAC committee for the past 3 years and commented how impressed and pleased he is to see the fruition of a comprehensive plan to elevate the level of engagement and student learning in LPS with the Inspired Writing Project.

The committee also congratulates ETAC President of 2008-2009 **Briggs Buckley**. Mr. Buckley has served as the first chairperson of any Board-appointed committee in the district and this has made a significant impact. Mr. Buckley will graduate this May from LHS and has been accepted to Denver University. Since Mr. Buckley will continue to be in the area he will consider keeping his appointment as a member of the ETAC committee.

The committee would like to recognize and congratulate East Elementary at being selected for a site visit in October from the National School Board Association. Also, we have just been informed that our nomination of Karl Fisch of Arapahoe High School as the ISTE technology leader of the year was accepted. Mr. Fisch will attend the NECC conference in Washington DC to receive his award this June.

**Final ETAC Meeting:**  
**May 20<sup>th</sup> at the ESC**  
**Awards, Celebrations, a look ahead**

**8:30 PM – Adjournment**

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