



**Educational Technology Advisory Committee
Littleton Public Schools
Meeting Minutes
11-28-2007**

Chair: Jim Stephens Chair-Elect: Briggs Buckley CIO: Dan Maas

LOCATION: Highland Elementary

6:00 PM – Arrival

ETAC members networking and casual dialog

6:30 PM – Convene

Call to order: Mr. Jim Stephens Chair of the ETAC 2007-2008 called the meeting to order at 6:30 p.m. in the Library of Highland Elementary

Pledge of Allegiance

6:32 PM – Approval of Minutes

Review Minutes of September 26, 2007

Mr. Stephens asked if there were any corrections to the minutes of October 24, 2007. There were no motions for any changes.

Mr. Steven Newell motioned to approve the Minutes of October 24, 2007 as presented.

Mr. Donovan O'Dell seconds the motion to approve.

The committee is unanimously in favor of approving the minutes.

6:35 PM – Approval of the Agenda

Mr. Stephens asked if there were any suggestions or additions to the November meeting agenda. The committee was unanimously in favor of approving the agenda as presented. Committee members re-introduced themselves per the suggestion of Ms. Dayle Redman.

6:37 PM Celebrate Our Successes

Highland Elementary

On behalf of Highland Elementary, Principal Debra March welcomed and thanked the committee for celebrating the technology successes of Highland Elementary.

The PowerPoint which highlighted Highlands's use of technology was presented and narrated by Kathy Woodward; Technology Coach at Highland the presentation is attached for the committee's review. Listed below are some of the technology resources that are used by the Highland staff to engage the students.

- 30 Dell Computers in Computer Lab
- New Dell for every teacher and student work stations in classrooms
- Alpha Smarts on traveling cart
- Document Camera in Art
- E Instruction – Classroom Performance System
- Digital Cameras & Video Cameras
- SMART Boards are located in every classroom Grades1-5, Computer Lab, Library
- Teachers use them daily to integrate curriculum & technology
- Everyday Math- teachers and students interact on the SMART Board
- United Streaming and special programs on the Smart Boards are motivating for students

Ms. Nicholle Shughart is a first grade teacher at Highland who explained the success she had using the motivating and interactive characteristics of the SmartBoard to teach students about the Continents. She also created a Wiki with the help of Randy Stall, District Technology Integration Specialist. The Wiki will enable her students communicate with students in Japan. The committee wishes Ms. Shughart best of luck with her application for the Fulbright Scholarship. This is a full grade scholarship to live and learn in Japan for several weeks. If successful in attaining the scholarship, she will implement what she learns about Japan in her classroom. Go Nicholle!

In an effort to expand cultural awareness and improve student scores in writing, Instructional Coach Amy Tharp-Lumley, described the [www.travel4life](http://www.travel4life.com) website. Mr. Dean Jacobs, the author of this website (and book called “Wondrous Journey”) made a personal visit to the Highland Elementary students several years ago. He now travels the world and relates his experiences through the Travel 4 Life website. The website allows students to interact with the author with questions as he provides information on his travels. Amy offers students instruction on how to navigate through the website. The communication and interaction with the author also incorporates the use of blogs and podcasts.

Ms. Jennifer Russell, also a first grade teacher at Highland was a Peace Corp volunteer in Gambia. Ms. Russell presented her Intercultural Studies and Pen Pal unit through a Peace Corp volunteer from Ghana. With the aid of the SmartBoard, the Highland students collaborate and correspond with their foreign pen pal.

Thanks to Debra March, Kathy Woodward and the presenters at Highland Elementary for your presentation and your hospitality.

7:05 PM - Discussion Items and Reports- BOE Liaison Renee Howell

Ms. Renee’ Howell reported that the upgrade to the Littleton Public Schools H.R. and Financial System (ERP project) is coming along very well. JD Edwards, the system used presently in the school district is outdated software (20 years old). In addition, the JDE software is no longer a supported software product. The new ERP system will be a welcomed investment that will help the district tremendously.

The SAR (School Accountability Reporting) reports will be released in early December.

Ms. Howell pointed out that The Denver Post ran an interesting report on P-20 which is the Governors Committee that will make recommendations on Education Improvements and reforms. She noted that:

- A strong value was placed on the need for guidance councilors.
- There is strong support for improving teacher salaries.
- There is much debate regarding the High School diploma endorsement. This is the initiative that suggests there could be different types of diplomas for High School Graduates. No decisions have been made on how this will go.

House Bill 1118 passed last year, paved the way for a committee panel to study graduation Requirements. The newly formed committee will define what graduation requirements might look like; districts will then be able to decide if they will meet or exceed the requirements.

Be sure to check out the Blog on LPS website. Let your neighbors and friends know that we are looking for you to weigh in on an important question.

“What do you think students need to accomplish to graduate from high school and be prepared and successful in the workforce, college, technical school training the military, etc?”

Building Study: There is the possibility that it might be necessary to repurpose a building in the Littleton district. The committee assigned to study this possibility is making every effort to study and do what is right for the community.

The two (2) newly elected Board members have been sworn in. Mr. Bob Colwell is now Board President. Ms. Renee’ Howell is the Vice President. (Congrats Renee!)

The two new Board members who were sworn in are Ms. Mary Nichols and Ms. Lucie Stanish.

Ms. Howell announced that she will stay on as the Board representative serving with ETAC committee for another year. Because of the importance the Board places on the ETAC committee work, one additional Board member will attend ETAC meetings as a visiting Board member 4 times a year.

Ms. Howell will also be a representative on the On-Line Advisory Board working with the Colorado Department of Education in their new Online Division to give guidance to the State Board. Renee’ will represent districts that have on-line capabilities in their districts.

The committee will report on, “How will on-line learning be used?”

**7:15 PM –: CIO REPORT– Mr. Dan Maas –Response to Question from the Chair:
What are our neighbors doing?**

Mr. Dan Maas gave an account of what our neighboring communities are doing in the way of technology. Below are just some of the highlights.

Jefferson County: Has a new filtering system with a teacher over-ride capability similar to what LPS has done; Blackboard is used for Professional Development; Wireless, Infinite Campus District.

Douglas County: Assuming management of HOPE online. (controversial program) Douglas County is establishing an on-line high school. Infinite Campus District

Cherry Creek: On-line High School classes within the district; wireless (not as pervasive as LPS) Looking to have 1:1 computing within the next 2 years; Blackboard; not an Infinite Campus District.

Denver: is consolidating schools; evaluating graduation requirements; Infinite Campus district.

The vision for baseline universal access is taking shape and clarity :

The committee will still need to discuss:

What does a 21st learning space look like?

What should our schools have as a baseline? (Every single classroom.)

- A Projector
- A Document camera

- N-computing 3-5 computer stations.

UMPC: Dan introduced the **ASUS Ultra Mobile PC laptop**. The laptop is a mere 2 lbs, has a 7” screen with a web cam; a built in microphone, 4G hard drive; would be best to store data on web if used universally by students. It has a 3 ½ hour battery life; Linux operating system; opens MS Office files; browses the web. Lists at \$399. This could very well be the direction for 1:1 computing.

**7:25 PM-: Jim Stephens ETAC Charge from the Board of Education
The ETAC Charge was approved as presented:**

Mr. Stephens reported that after presenting our well received charge to the Board, two things resonate:

The Board asked the committee to communicate the following:

- **“What are we learning as a committee about technology in the schools?”** and
- **“What does technology in the schools mean for learning for our children?”**

It’s time for the committee to think seriously about setting a specific direction and determine, **“What does the district need to do in terms of technology?”** Should we endorse 1:1 computing? How would we accomplish this? What about training and Professional Development? How would we fund this?

In the coming meetings options for funding initiatives will be discussed.

8:00 PM-: Group Discussion:

There were several lively full group discussions. Mr. Stephens prompted the discussions by asking theoretical questions for the committee to debate and discuss.

- 1) Is 1:1 computing putting the cart in front of the horse; should we be solely focusing on staff development?
- 2) High school has already got this stuff figured out, should we focus all our attention on Elementary?

An additional discussion item was:

Can information be shared across the district through shared files and perhaps the creation of a district search engine?

The committee is forming the skeleton of direction. The task ahead in this new year will be to flesh it out.

8:25 P.M. Announcements:

**Littleton Academy Charter School ETAC Meeting Place on January 23rd
Arapahoe High School on February 27th, 2008**

8:30 PM – Adjournment

Minutes respectively submitted by: Gail Schillinger-Technology Support Specialist