



**Educational Technology Advisory Committee  
Littleton Public Schools  
Meeting Minutes  
09-26-2007**

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

**LOCATION: Options High School**

**5:00 PM – Arrival**

ETAC members networking and casual dialog

**5:00 PM – Convene**

Call to order: Mr. Jim Stephens Chair of the ETAC 2007-2008 called the meeting to order at 5:00 p.m. at Options High School.

**Pledge of Allegiance**

**5:02 PM – Approval of Minutes**

**Review Minutes of August 29, 2007**

Mr. Stephens asked if there were any corrections to the minutes of August 29, 2007. The committee members made no motions for any changes.

Mr. Matthew Shankle motioned to approve the Minutes of August 29th as presented. The committee is unanimously in favor of approving the minutes.

**5:03 PM – Approval of the Agenda**

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

**5:05 PM Celebrate Our Successes  
OPTIONS HIGH SCHOOL**

Mr. Brian Hensman Principal, welcomed the committee and shed light on some important information (listed below) regarding Options and the student population attending the school. Options Science Teacher Brett Boyles presented the use of a *CPS Chalkboard* which in essence performs like a miniature Smart board. The CPS chalkboard is one third of the price of a Smart board. Options owns and use 5 of these devices. Anna Gianakos, Art teacher at Options, gave the ETAC committee a demonstration of the use of CS 3 Photoshop an incredible new art software that allows for the engagement and expansion of creativity for students at Options.

1. Options is a liberal arts high school with a focus on technology.
2. Options places the tools of technology in the hands of the students.
3. Equity between schools: Options places a priority on investing in technology. Annually this = 30% of Budget.
4. Interview questions for new staff include a tech skills question.
5. At the end of 2005 school year, Staff was asked to support incorporating the use of computers, and other tech items into their daily activities. If not they should find a new school/district to move to.
6. Current tools in place:

- 1:2.9 ratio of students to computer,
- LCD projectors in every room,
- 67% of rooms have a SMART Board,
- COW w/16 wireless laptops
- Mobile Document camera
- math has a classroom set of TI graphing calculators,
- Science has a classroom set of CBR “Rangers” with light sensors, temperature sensors, voltage sensors, Vernier Photo gate, microphone, as well as an overhead device to attach to a teacher’s calculator.
- math has Algebra, Geometry, and Algebra II textbooks online,
- 50% of staff have web pages,
- 2 sets of eInstruction CPS-clickers
- Options offers on-line classes for credit recovery (PLATO)
- Tech classes offered:
  1. Art Photography using Adobe Photoshop
  2. Digital Yearbook
  3. Movie Making – partnership with Binning Family Foundation
  4. Computer Applications Class

7. Survey results

- 83% of students have access to a computer at home
- 75% have internet access
- 20% have a wireless laptop or PDA
- 16% indicated they would bring in there wireless device starting on 9/21
- 4% have created a podcast
- 19% have used a wiki
- 48% have used a Blog
- 89% of students have above average skills using word
- 66% of students have above average skills using PowerPoint
- 33% of students have above average skills using Excel

8. Needs:

- Continued Teacher Training.
- License agreement that does not require paying for licenses over the schools allotment or make allotment larger. 2% of Options Budget goes for extra licenses.
- School servers to be taken over by IT
- Digital Video Camcorders for movie making class.  
Graphics tablets/drawing boards and digital cameras for Art Photography.

**5:35 PM Board Activities Report – BOE Liaison Renee’ Howell**

Ms. Howell thanked the committee for voting to reschedule the ETAC meeting to an earlier time to accommodate the Joe Rice address this evening.

The Board Election will be coming up soon. There are four candidates running to fill two available Board positions. Voting will be by mail in ballot only. All four candidates will be participating in discussion/debates on October 2<sup>nd</sup>. This discussion is sponsored by the Women’s League of Voters.

Ms. Howell also reported that PLC times have been successful. It seems that parents have been able to accommodate their work schedules accordingly as the prepared flyer to address this potential problem has not been in great demand.

The P-20 Governors Council is hoping to have the comprising committees meet to prepare their statements and opinions on Colorado's Educational issues to present to Governor Ritter by November 16<sup>th</sup>.

**7:00 PM –: CIO REPORT Strategic Plan- Mr. Dan Maas**

The LPS wireless system is activated and several schools have initiated PODnet.

**Security:** LPS has strong security measures in place to prevent sensitive information from being accessible in the event that a district laptop is lost or stolen. None of these make LPS absolutely bullet-proof, but the district has taken all measures to make sure that information is as secure as possible.

Some of the security measures we have in place are:

- The use of a strong encrypted password by all district personnel.
- The encryption of the LPS 1 Network
- Security measures between the Firewall and the Servers

An **nComputing** demonstration by Mark Lindstone was given. **nComputing** is essentially a thin client technology, which can turn one computer into several. This tool could be powerful in an Elementary setting to set up mini learning pods.

Mr. Maas will initiate a discussion with the Littleton Foundation to seek funding for some **tangible technology project** expansions for the district.

**Internet Filtering:** Mr. Maas asked the committee if they were willing to review recommendations from the Filtering Committee. This is our process for addressing concerns about sites being inappropriately blocked. The Filtering Committee evaluates these requests and makes a recommendation for the CIO to consider. The ETAC members agreed to review any of the more questionable or more challenging filtering decisions.

**6:00 PM-:Preparation of Board Report:**

Mr. Bill Reddig allowed the committee a preview of the Podcast to be presented to the Board on the ETAC committees findings on October 25<sup>th</sup>.

This presentation will be the ETAC committees chance to share thoughts with them. What did we do in this last year? What do we know? What should the Board be doing? What should the Board know? What observations have we made that they need to know about?

**ETAC Calendar:** Mr. Stephens announced that the calendar for scheduled ETAC meetings is still in the process of being firmed up. The finalized calendar will be sent out to all committee members soon.

**Announcements: Our next meeting will be at ESC-5776 S. Crocker Street -Boardroom**

**8:00 PM – Adjournment**

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