

TECHNOLOGY MANAGEMENT COMMITTEE

Board of Education of Wicomico County

MEETING
8
March 25, 2009

Attendance

Joe Benamati, Charlie Bounds, Carl Dragwa, Tom Field, Brian Foret, Margo Handy, Carla Hurchalla, Scott Keasey, Donna Matteson, Mark Miller, Donna Savko

Computer Purchases – Not Using Lease ~ Charlie Bounds

- Charlie - this is an issue has been discussed in the past
- Mark stated that he has been told that we are not supposed to purchase computers except from the lease. Computers are being ordered not on the lease. They need to be reviewed by technology first.
- Charlie - as a rule that is true, things come up, grants, stimulus funds, etc., needs to go through same parameter though, the Board has questioned computer purchases
- Tom – exceptions need to be few, we have a strategy for replacements, and our system is set up to keep track of all computers, policy needs to be set so that any computer purchases outside of the lease come through this committee.
- Everyone agreed all purchases need to come through this committee.
- Donna Matteson stated that she receives requests often – once or twice a week
- Donna Savko stated that budgets requests have been made for laptops and projectors. Donna suggested that an attachment be included with Purchase Order that shows approval from the Tech Committee.
- Discussion regarding the Program Impact Form.
- Brian will bring in all Program Impact Forms to our monthly meetings for approval. Brian will update this form.
- Mark – the items that will require approval are laptops (all sizes), desktop computers, and interactive white boards
- Carl – projectors are approved through Donna Matteson and Mark Miller in IFAS
- Tom – we need to maintain the integrity of the lease purchase agreement
- Tom – the 650 accounts were removed from the budget when we initially began this process
- Donna Savko stated that there has been realignment within the 650 account
- Brian suggested that an email be sent to supervisors, directors and principals regarding moving funds from the 650 accounts into the lease
- Tom stated that a major consideration when we went to this strategy was the ability to support these computers.

Parent Portal Updates FY 2010 Lease Update ~ Charlie Bounds

- Charlie reiterated that Parent Portal will need to be in place for the next school year. We need to ensure that the servers, space, security, the whole system can handle this change.

- Donna Matteson – concern with traffic pattern on servers, it would be good if traffic was in the evening
- Pilot for the last marking term will include one 6th grade team at Salisbury Middle, and one 3rd grade team at Prince Street. Only grades will be available.
- Charlie – Scott Keasey is working on an issue relating to access to special areas. Scott and Paul Santoni are working on a solution.

Questionnaire from Hartford County Web 2.0 and Mail Access – Scott Keasey

- Carl stated that he and Donna Matteson have both responded to this questionnaire from Hartford County about procedures.

X2 Journaling Option

- Tom has spoken with an attorney, Judy Bresler, who works with Fulton Jeffers. Judy stated that there are no inherent violations of student privacy in using the journaling entry of X2, however from an attorney's perspective she would rather that we not do it. If we were to get into litigation regarding the student, anything in the journaling file could end up in court. She said if we are going to do it we would need intensive pre-training, ongoing training and very close monitoring.
- Discussion on monitoring. A supervisor or principal will need to be responsible for reviewing. This would be very difficult to control.
- Tom stated that the benefit would be for schools that are using cooperative discipline.
- Donna Matteson – Are we okay with cooperative discipline being used?
- Discussion on what cooperative discipline is being used for. This creates an electronic record of that communication that is discoverable.
- Margo – very concerned with this, requires a lot of ongoing professional development and oversight on the part of the supervisor and principal
- Discussion on concern with monitoring
- Joe stated that cooperative discipline can be done by phone, without adding legal concerns.
- Tom stated that cooperative discipline can be done without electronic journaling.
- Charlie stated that it has been shut down temporarily.
- Tom commented that Beaver Run has been concerned since they have been unable to access cooperative discipline.
- All agreed to discontinue. Charlie will notify Scott to disable.
- Joe – Salisbury Middle's Access database needs to be investigated
- Charlie asked Margo to discuss with Kim and handle with the principals.

iPod Touch Demo ~ Carla Hurchalla

- Carla distributed a product information sheet, which included a comparison of the Palm and iPod, as well as, instructional uses for an iPod.
- Carl stated that two schools have requested this product. Carl is impressed with what the iPod can do and is interested in supporting this product. Mardela is already using it and Salisbury Middle has requested it.

- This will not replace the Palms. Palm is no longer supporting education. The iPod is about the same price as a Palm. The cost for the iPod is \$249-\$299. Classroom set would include five-six iPods.
- Carla demonstrated two products uses - Book Reader and Brain Tutor. It can be used with or without ear buds - it has an external speaker.
- Discussion on authenticating and downloading applications. Applications are downloaded through a wireless connection. Many applications are downloadable at no cost. Carl stated at this point they are only looking for free applications.
- Tom questioned students downloading applications themselves at home. Discussion on this concern.
- Carla – at this point only looking at possibilities with instruction and will not allow students to take home
- Donna expressed concern with electronic devices being brought into the classroom; the same product could be purchased by the student. The iPod can be engraved when it is purchased.
- Mark expressed concerns with iPods being stolen.
- Carla suggested that teachers who are interested will apply to have them and training will be included, which will create ownership for teachers. There have been very few incidents with the Palms.
- Brian asked about texting from the iPod. Carla stated that there are security settings that can be enabled to prevent this.
- Charlie asked about funding through the materials of instruction accounts.
- Carl stated at this point this is information only for the committee. Professional development will be held in May. In the process of arranging a visit with Mardela to review prior to allowing purchase at Salisbury Middle.

SMART Technologies Interactive Whiteboard Offer ~ Carl Dragwa

- Carl stated than an offer from SMART Technologies has been extended to Wicomico County, which will allow us to compare two whiteboards.
- Twenty free standing models, trial for 90 -120 days
- Product demo will be held on April 3rd in Staff Development Room 2
- Charlie agreed placing the boards at Glen Avenue was a good idea. Could be used through summer school.
- Carl stated that the purchase price per board is \$2500-2600. On state bid through Daily Computers. No installation costs. Projector is included in this price.
- The boards use a touch screen. Carla stated that it would be good to have teacher input.
- Brian expressed concern with not being able to write on the boards.
- Carl has a demo setup with PolyVision for their “eno” board on Monday, March 27th. This board can be written on and is also magnetic.
- All agreed to have demo at Glen Avenue. Possibly a TRT could assist with the summer school program.
- Brian stated that the demos would cost approximately \$60,000.
- Mark - funding would not be available until after July 1

Laptop Cart Accountability ~ Donna Matteson

- Donna is concerned about fourteen laptops that are missing from a laptop cart at Pinehurst.
- Brian stated that the carts do not have ownership and that they are not being checked. No one is in charge of the laptops.
- Donna – three laptops are missing from Wicomico High
- Tom stated that we need to require responsibility of the carts. A process needs to be set up.
- Margo and Kim Miles will speak with the principals to require that someone be in charge of the laptop carts.
- Donna stated that professional development needs to be held – the laptops are not being handled properly
- Carl will update the procedure
- Charlie - someone needs to find the missing laptops, they need to be accountable.
- Margo - there needs to be a checkout process for accountability - sign in/sign out and locked up at night
- Tom – tell them expectations, principals will be accountable
- Brian – this item needs to be a year end responsibility, Donna will handle
- Donna stated she has had to replace laptop keys that have been damaged by students while they are being transported. Students should not be transporting laptops. Carl will include this concern in the laptop procedures.
- Donna stated that at Mardela, keys from the keyboard are being popped off. Carl will include this concern in the procedures.

Choices Vandalized Computers ~ Donna Matteson

- Donna – students are vandalizing computers-five motherboards have been replaced, at least twenty antennas have been removed or broken from the wireless keyboards, and students are going in and changing computer settings
- Have had to stop using Read 180
- Tom suggested using a different grade of computers
- Charlie stated that Kim Miles has been working diligently with Kelly Morris-Springston on resolving vandalism issues.
- Charlie asked Donna to send him information regarding the incidents, and he will address them with Kim Miles.

Use of the iTunes Client ~ Donna Matteson

- Donna stated that she has spoken with Carl and Carla and the iTunes store can be blocked out with this client, but there are many beneficial free items that you can get from the iTunes store. Also concerned that accounts can be set up using a parent's credit card and accessing it a school.
- Carl – we can deal with on an individual basis, easily traceable
- Donna – the client is being used for podcasting from the iTunes Store
- Charlie – if this happens we will need to treat as a discipline issue in the technology policy

Miscellaneous

- Brian – at the last meeting we talked about the possibility of setting up James M. Bennett to accommodate televisions
- Contractor estimate -
 - 42 inch \$1900 per room (85 rooms), 32 inch \$1500, includes cable, jacks, brackets and installation only, does not include the television
 - Funds would have to be taken away from computers
 - All agreed this option was unnecessary
 - Donna Savko – projector bulbs were not separated in the budget

Adjournment

- Meeting ended at 11:05 a.m.
- Next meeting: Wednesday, May 13, 2009 – 2:30–4:30 p.m. (location TBD)
**The April 22nd meeting was cancelled.*