Tech Task Force Meeting Agenda
Thursday, May 3, 2018
3:45 – 5:15 – Branciforte Middle School Innovation Lab

Engaging Students Hearts and Minds – Every Student, Every Day – Ensuring Demographics Do NOT Determine Outcomes

Introductions:

Task Force Purpose:

Define what is needed to ensure that every teacher and student has access to the technology needed to maximize learning.

Provide input on the Technology Master Plan.

Today's Meeting Purpose:

- Understand the potential resources available to begin to implement our Technology Plan
- Review current infrastructure and infrastructure requirements to achieve our next steps
- Understand the SLV BYOD Model and potential for SCCS
- Review the current Technology Plan
- Establish a meeting plan for 2018-19 with the goal of a BYOD pilot in fall 2019
- Create a plan for gathering input from your sites our first fall meeting

Agenda Item:	Time:	Facilitator:	Outcome:
1. Welcome & Introductions	3:45 – 3:50	Curtis & Pat	Shared information
2. Current Infrastructure & Infrastructure Needs	3:50 – 4:00	Curtis	Shared information

- o AT&T - A customer service summary will be assigned to our project so the order can be placed and the circuit turned up.
- o Awaiting two 10Gbps NIC's for the Cisco 3750. This hardware should be awaiting the 10Gbps hand-off on May 11, 2018!

Meeting Norms:

Start and End on Time	Assume Positive Intent	Practice Full Engagement	Emergency Calls Only
Structures Support Balanced Participation	Safe Place to Debate Ideas	Enjoy One Another's Company	Keep Confidentiality
Identify and reflect on microagressions			

- o Bond: Power, Copper, Fiber - different needs by site
  - ▪ District wide projet + individual projects at each site
  - ▪ $208M without state matching, additional $10M in matching
  - ▪ $300M in needs identified

3. SLV Bring your Own Device Model (BYOD)   4:00 – 4:15   Curtis & Pat   Shared information
   - ● Concerns about IT/Management support
   - ● Concerns about security/testing (Unable to lock in SBAC test only for Chromebook using Google Mgmnt)
   - ● At SLV, 70% of families provided their own tech. SLV only needed to provide 30%.
   - ● We would employ the same survey strategies to determine what our needs will be.
   - ● Question about liability waiver for loss or stolen devices.
   - ● Question about training plan for teachers.
   - ● Comment about "workshop day" where kids help kids ready their devices for use in a BYOD environment.
   - ● District will recommend a device for purchase.
     - ○ Question about ratio of tech support for students at SLV.
     - ○ Comment about how Chromebooks are not the answer for everything. They are not meeting the needs of math students at B40 Middle. Request for evaluating the "buy for all" strategy that has been in play in SCCS.
     - ○ Request that prior to purchase recommendations we look at what each school specifically needs, how devices are used at each site, etc
   - ● Teacher training is a huge part of this. Teachers need to be trained so that they know what to ask for, and how to actually use the tech.
   - ● 19/20 pilot will give us the time to do the work to determine true needs. Let's quantify the investment from the district and really find a hybrid solution to the need.
   - ● Logistical concerns:
     - ○ PE is a question. SLV installed new lockers to insure security during PE. It is a huge deal in middle school.
     - ○ What if a kid forgets their unique power cord?
   - ● Applications: Are we planning to install unique programs on kid-owned devices?
   - ● Possible soft-launch ideas:
     - ○ modifying the acceptable use policy to allow for use of smartphones (ie. use for graphing calculators, etc)
     - ○ Use for English/History Classes - locking cabinets in those departments so that kids could use for those classrooms and also have security
   - ● We are already halfway to 1:1 with the devices we own.
   - ● Question: who is asking for 1:1?

Meeting Norms:

Start and End on Time	Assume Positive Intent	Practice Full Engagement	Emergency Calls Only
Structures Support Balanced Participation	Safe Place to Debate Ideas	Enjoy One Another's Company	Keep Confidentiality
Identify and reflect on microagressions			

- - Original Tech Task Force put it as one of the 5-year goals.
    - Ties back to LCFF - Information access gap/achievement gap
    - Looking at whether or not numbers are really accurate - example being that some kids are in PE...so if there are 600 kids, do we really need 600 devices?
  - Equity is big: everyone is on the same device. We don't have to look inequality in the face if everyone is using the same thing.
  - Clarification that kids will be able to take loaned Chromebooks home.
  - Internet access at home is a big concern. If we loan them a Chromebook, will they be able to use it?
    - Partnerships with Comcast/ATT need to be in place to insure access.
    - Kids are opting out of the program due to lack of access to internet. Access at home needs to be part of the conversation.
  - Comment: it might be too early...maybe we need to delay, although we do need to immediately take into consideration the 2500 chromebooks that are about to age out.
  - Digital Literacy education is challenging at this point (from the perspective of Teacher Librarians). We need to have some of that in place before we roll out 1:1.
  - Comment: Teachers need to learn the technology. What is the incentive? We can bring in the tech, but teachers need the training.
  - Districts that have made great strides in technology are those that have made great investments in professional development.
  - Emphasis on the "professional" in professional development.
  - Parent perspective: Theft is a huge problem...it is all parts of school that need to be considered.
  - Comment: Syncing of documents can address internet issues at home.
  - Question:
    - At SLV, how many families that said they would provide actually did?
    - What is the % participation that makes it worth it to do this?
  - Reiteration that this can be a softer solution. Maybe we replace some of the aging out tech with BYOD...not all?
  - If there is not a compelling academic reason to have this, then do we do it?

4. Review of SCCS Technology Master Plan   4:15 – 4:35   Julia / Curtis   Inform Site Input Conversations
   - We need to update the plan to show what we've done and where we need to go.
   - What are the true needs/wishes of the teachers with specifications around how it will be used.
   - Walk through of 2017/2018:
     - Training did happen, but not on this schedule. There is a lot of room for improvement here.
     - Infinite Campus > Illuminate took up a LOT of time.

Meeting Norms:

Start and End on Time	Assume Positive Intent	Practice Full Engagement	Emergency Calls Only
Structures Support Balanced Participation	Safe Place to Debate Ideas	Enjoy One Another's Company	Keep Confidentiality
Identify and reflect on microagressions			

- - Possibility that IT department is understaffed? Response is that once infrastructure is in place, staff focus will be able to be more on classroom needs/support.
  - Need a complete overhaul of the plan, perhaps smaller groups by age to compile the new plan, then approval by larger group.
  - Proposal to join Tech Coach meetings with Tech Task Force meetings 3-4 times per meeting.
  - Proposal that we create sub-groups that are focused on specific goals.
  - What is the status of the AUP? Are we in compliance on this? Perhaps the district should look into this? What is the procedure? Language revision?
  - Merit Academy?

5. Create a plan for gathering input on Current Tech Plan   4:35 – 4:50   Julia   Plan for site input for fall
   - Subset of larger group will put together a rough sketch of the new plan this year.
     - Sara, Julia, Stacy will get started
   - In the Fall, we get back together in subcommittees.
   - Shoot for the moon: plan should be a goal setting document as well as a concrete planning/achievement measuring document.
   - Potentially contact Adam Wade for resources. He was instrumental in the previous plan. The new director of technology at COE is David Barnett (831) 466-5887
   - Is there a plan for new teachers?
   - **Who would be responsible for a form to see what subcommittees people want to be focused upon?**

6. Review Meeting Schedule for Task Force   4:50 – 5:00   Curtis   Meeting Agreements

7. Meeting Feedback +/delta & Communication Plan   5:00 – 5:15   Curtis / Julia   Feedback & Communication Plan
   - What worked in today's meeting?
     - There were a number of really great suggestions.
     - Happy that we started with a particular objective this year and that we continued to revisit.
     - Appreciate attempt to stay at time limits and focus.
   - What could be improved for next time?
     - It would help to have old items on the agenda so we can measure progress, allow us to circle back.
     - It would be nice to have one set form for communication next year. Agenda might be more useful if received well in advance of a meeting. (Google Drive).

Meeting Norms:
Start and End on Time   Assume Positive Intent   Practice Full Engagement   Emergency Calls Only
Structures Support Balanced Participation   Safe Place to Debate Ideas   Enjoy One Another's Company   Keep Confidentiality
Identify and reflect on microaggressions

- o It would help to share survey results so that people know that their point of view is not the only point of view.
- o Talk about where we are going to go can sometimes be frustrating because it is not always something concrete that can be reported back to sites. PD is more useful.
- o How do we consider PD that is site and age specific? We could also use the trainings ourselves.
  - ● Who do we need to communicate with as a result of today's meeting?
    - o We want support in tech. It doesn't appear that we have that support from the District. Pat, please return this message to the Board.
    - o How are we going to communicate that via the Tech Plan.
    - o How does communication translate into action? Long term participants on the Tech Coach team are unclear.
    - o How are Tech Coaches supposed to communicate with school staffs?
    - o As the plan is developed, it needs to connect to the greater goals of the district.
    - o Google Suite needs to be a baseline. Tech Committees need to be in place on all campus. Could a Google Form be circulated regarding meeting times for next year?
    - o What is the shared vision for why we need to go 1:1 - convince the District that 21st Century skills are essential.
    - o We need to backwards map the tech. What is the problem, not start with the technology...but the problem and then find tech that will solve it.

Apple Presentation information *https://docs.google.com/document/d/1a5fSRgSlFAmwrjVvyIpU6ecPU9N0NRSJlmqzDnJjs2k/edit*

Notes taken by Jolene Kemos

Meeting Norms:
Start and End on Time   Assume Positive Intent   Practice Full Engagement   Emergency Calls Only
Structures Support Balanced Participation   Safe Place to Debate Ideas   Enjoy One Another's Company   Keep Confidentiality
Identify and reflect on microagressions