Technology Committee Minutes from Sept. 25, 2013

Rescue Union School District Technology Committee is an advisory group whose members represent a wide range of stakeholders from both within and without the district. Its primary interest is the creation of a vision and the alignment of technology resources with the RUSD Board of Trustees Strategic Plan 2011-2016; specifically the goals related to the Board Focus Goals; Student Needs, Communication / Community Involvement, Staff Needs, Facility / Housing and Financial Planning.

Minutes from the Sept. 25, 2013 meeting are included under each agenda item.

Committee Members:

Name	Location	Representing	Sept. 26
David Swart	DO	Admin	Present
Larry Garcia	DO	Computer Tech	Present
Sheila Simmons	DO	Admin	Present
Michelle Winberg	DO / GV	Admin / Teacher on Special Assignment	Present
Kristina Seabury	GV	Teacher	
Colin Scowcroft	GV	Teacher	Present
Pam Banks	JS	Teacher	Present
Suzan Capasso	JS	Lab Teacher/Parent	
Heather Sacco	JS	Parent	
Rob McClurg	LF	Teacher	Present
Cindy Carpenter	LF	Library Coordinator	Present
Sue Belli	LF	School Secretary	Present
Deb Dean	LF	Parent PTC	Present
Juliet Miller	LV	Teacher	Present
Jennifer Dermer	LV	Teacher	
Cindy McKinney	LV	Library Coordinator	Present
Jan Hudson	MV	School Secretary	
Bill Kish	MV	Teacher	Present
Chris Morgan	MV	Teacher	Present
Cindy Giove	MV	Admin	
Lynn Simpkin	MV	Teacher/RUFT President	Present
Cindy Gould	MV	Parent	Present
Bethany Nave	PG	Teacher	Present
Hope Migliaccio	PG	Admin	
Megan Kashing	RS	Teacher	Present
Matt Koht	RS	Parent	Present

1. **Meeting Dates and Times**

   A discussion was held regarding the meeting dates and times. The committee decided to hold all meetings from **3:30 – 5:30 PM** on the following dates. Additional meetings will be scheduled as needed.
   - October 15
   - January 8
   - February 19

2. **Purpose of the Committee**

   David Swart, Superintendent, and Sheila Simmons, Director of Media and Technology, addressed the committee. Major points are shown below:

   - The committee is an advisory committee to the Superintendent and the Board of Trustees.

   - The committee's task is to create a vision and alignment of technology resources with the Board of Trustees Strategic Plan 2011-2016.

   - Committee members will need to become familiar with the following:

     - Board of Trustees' Strategic Plan

     - Common Core State Standards (CCSS)

     - Smarter Balanced Assessment Consortium (SBAC)

     - Status of the technology resources currently available

     - Future technology needs of the students, staff, district and community

   - The committee will investigate new technologies and solutions, analyze the feasibility and cost effectiveness of the solutions to include implementation and training.

   - Align and update the District Technology Plan for the 2014-2017 school years.

3. **Current Status of Technology Resources**
   - David Swart explained that the District is exploring solutions that will utilize some of the Common Core funds allocated from the state for the SBAC assessments in order to be ready for students to take the online assessments in the spring of 2015.
     - The addition of at least one mobile lab for each school site in order for schools to be able to take the SBAC Assessments in a reasonable time by the spring of 2015. The Common Core funds allocated by the State of California would be used for this purchase.
     - The replacement of all nComputing labs in order to prepare for the SBAC Assessments.

   - Sheila Simmons presented:

     - A Technology Department Update. (Please see last two pages.)

- The committee broke out into groups to brainstorm the current technology resources. See the general summary of the brainstorming below:

    - Each school has one computer lab: 2 schools have VMWare View virtual desktop labs and 5 schools have nComputing labs.

    - nComputing labs will not work for SBAC Assessments and will not be supported after Windows XP. Effectiveness was rated low for nComputing labs.

    - Marina Village has 2 new laptop labs and 3 older (and incomplete) Netbook labs. Pleasant Grove has 2 Netbook labs.

    - Netbook labs will not work for SBAC.

    - Software on most teacher and student computers is Office / Windows XP and needs to be updated.

    - Windows XP will no longer be upgraded and supported soon.

    - Use of Promethean boards ranges from two boards at two school sites to a board in every classroom at two sites. Very few teachers utilize Activotes.

    - Document imaging cameras (Elmo's) are used at all sites. Some sites have one per classroom and some only have about one in 25% of the classrooms.

    - All sites have some LCD projectors. Quantity varies from every classroom to one in 25% of the classrooms.

    - All staff members have a computer workstation. The age and condition varies but most are older.

    - All sites have bells, clocks, speakers and IP telephones for communication and safety. The Technology Dept. is still troubleshooting some minor issues in the recent upgrades.

    - All sites have printers in pods or general areas. Most printers are donated, refurbished laser printers. However, most are very good printers.

    - New copy machines have been installed at Jackson, Lake Forest, Lakeview, Green Valley and users report that they are much better than the old ones.

Technology Department Update

The Rescue Union School District's Technology Department has been very busy over the past year with a number of important projects that will improve the learning experiences for all students and staff. Below is a brief summary of the projects:

- **Network and Infrastructure Upgrades:**
    - Finished re-subnetting our network
        - Gives us more IP addresses for the additional devices we are putting on our network
        - Also meant we had to physically change IP addresses on all servers, applications and printers district wide.
    - Updated to POE switches district wide to provide a solid network for the CCSS, SBAC, paging system, wireless and possible BYOD implementation.
- **VMWare View implementation:**
    - The Marina Village and Rescue Elementary computer labs now utilize a virtual desktop using VMWare View.
    - Cost of ownership will be considerable less than utilizing individual PC's
    - Students and staff will eventually be able to download an app on most devices (home, tablet, phone, etc.) that once configured will allow them to securely log in, authenticate and access all software housed on the View server at the school site.
- **Paging, Clocks, Bells and Emergency Communication**:
    - Installations are complete
    - Still resolving issues with some speakers, panic buttons and continuing to fine tune configurations.
    - Will be providing sites with more training in the near future.
- **Wireless Implementation:**
    - Over the summer, the district installed a new wireless solution.
    - The initial rollout will be to the mobile laptop carts and to teachers with mobile devices.
    - Staff and students that access the wireless system must authenticate to our network and will continue to be filtered in order to provide a safe learning environment.
    - During the 2013-2014 school year, the RUSD District Technology Committee will meet to develop policies to take to our Board of Trustees that, if approved, will eventually allow students the ability to bring their own devices to school WITH parental permission.
- **Aeries Parent Portal and Online Re-registration for Parents:**
    - RUSD has gone PAPERLESS utilizing the Aeries Online Parent Portal!
    - Parents are now able to view the demographic, medical and emergency data for their child(ren) in the Aeries student information system and can also update the data to ensure that all emergency contact information is up to date.
    - When parents confirm their data, they will also be asked to view and electronically sign off on the majority of the forms that used to be sent home in first day packets.
    - This new online process will save parents and staff a great deal of time and will also reduce costs.
- **Digital Textbooks -**
  Now being used in math pilots
- **ParentLink Notification System and District App:** We are **GOING MOBILE…. with ParentLink**!!! ParentLink, our district notification system, has been updated to a new version that will provide schools and parents with new and exciting communication features. **Within the next few weeks**, parents will have access to a district app that can be downloaded onto a cell phone. This app will allow you to see your child's lunch balance, books checked out of the library, fees due for transportation and much, much more. In addition, important news items and your child's school calendar will also be available on the app.   We will notify all parents when this app is available.