Meeting #2 - Tuesday, January 29, 2013
3:00-5:00 at the District Office, Room 212

Minutes

Present: Jason Alexander, Sharon Camblin, Kirstin Copeland, Jeff Coulter, Ron Cowan, Paula Dagnon, Chuck DeVange, Julia DeVere, Jim Facciano, Rob Freeman, John Getchell, Ralph Hayden, Janae Hodge, Michael Jay, Gil Lund, Brian MacNevin, Carter Maden, Connor McGreevy, Linda Miller, Steve Morse, Brian Pahl, Tanya Rowe, Tracy Shaw, Michele Shenkin, Jim Straatman, Tim Stricklett, Sue Thomas, Jeff Thran, Tom Venable, Greg Verbarendse, Charles Waller, Joe Wooding

Meeting started at 3:06pm.

Welcome and Introductions:
Co-chair Ralph Hayden welcomed group and re-iterated the mission of the committee: What is our vision for moving the district forward in the area of educational technology. Our absolute task is to present a concrete recommendation to the district.

Nuts & Bolts:
Ralph asked Committee Members for recommended additions or changes to the 1/15 Meeting Minutes (sent via email and posted on website). No one recommended additions or changes. Janae asked Committee Members if they needed more time to review and make for recommendations to the Meeting Norms (sent via email and posted on website.) No one needed more time. Binders were distributed for Committee Members to use – Ralph acknowledging our difficulty in attaining the goal of a paperless Committee. Ralph named the members of the Steering Subcommittee: Brian Pahl, Tracy Shaw, Michael Jay, Tom Venable, Janae Hodge, Ralph Hayden.

Tech Levy and Allowable Expenses:
Ron Cowan presented information on the sources, distribution and allowable uses of the Tech Levy. In essence, approximately $5.5 million will be collected annually (half in April and half in October) through real estate taxes voted on by taxpayers in Feb 2012. This levy extends over a 4-year period, beginning in Jan 2013 and ending in Dec 2016. The first allocation of these funds will be available starting in late April of this year. The use of Tech Levy funds is governed by Revised Code of Washington (RCW) 28A.320.330. Allowable uses include application and modernization of both operations and instruction: Hardware, system level software, online applications, associated staffing costs, training and implementation. Gil Lund asked for clarification of the use of the term system-wide. Ron replied that this can mean K-12, grade level or items that are part of a systemic plan. Jason Alexander inquired if unused funds collect interest. Ron replied in the affirmative. Jim Straatman commented that the real estate tax statement displays a box entitled BSD501. Ron explained that all school district taxes levies are combined in this one box.
Ron's complete PowerPoint is posted on the Ed Tech Committee website.

Historical Deployment of Tech Levy Funds:
John Getchell gave a report on the status of the District's technology infrastructure.

- The District currently owns about 5500 computers, of which about 3300 are vintage 2003-2007 and close to needing replacement. The district makes a point of buying business-class machines with allows for better standardization and manufacturer support.
- There are 577 switches in the network and over 300 are at end-of-life status
- LAN wiring in the buildings is aging which limits speedy access. Some upgrades here might be part of the Facilities Task Force recommendations
- WAN access is district-wide high speed fiber optic cable with the majority solely owned by the District. It was installed in conjunction with the City of Bellingham who continues to provide maintenance on the system.
- Firewall & Core Switch are highly effective, available and redundant.
- Internet access is achieved through statewide K20 system. We currently operate well within our contracted amount and there is room to grow.
- Our Aruba wireless system contains 1000 access points, 400 of which will need replacement in 2-3 years. Over 50% of the District's wireless use is by i-devices.
- The District phone system was updated between 2006-11 and is in good shape.
- Server is 4 years old with lots of space. The fiscal and student information systems are both stored externally now. There is a "warm site" at BHS that serves as additional backup.

John asked the group to consider the following things as we move forward:

- Direction on how best to replace the 3300 older computers
- Standardization from district to building and building to classroom
- Evolving needs for wireless and BYOD
- Making a move towards cloud computing – we have access to 21,000 free licenses to Office 365, is there a way to take advantage if this?

Sue Thomas asked if there is a buy-back program for older model computers. John indicated that although there is no a buy-back program, we might want to consider leasing as an option.

John's complete PowerPoint is posted on the Ed Tech Committee website.

Best Practices Demo-BYOD:
Joe Wooding and Jeff Thran gave a demonstration of their use of Google Sites in their classroom. They said they are always on the lookout for "cool stuff for kids for free" that fits with their objective of partnering with students to guide them towards being digitally responsible. Some of the interesting things they've been doing:

- Remind 101 – send one-way text message to individual or group (parents,students)
- Google Circles – Social media site where the teachers can model appropriate behavior
- Google Drive/Google Docs - real time collaborative editing; frequent and immediate feedback
- Edmodo – secure collaborative, social networking site

One thing Jeff and Joe continue to ponder is the equity piece: How do we best ensure that all kids are able to participate?

Group Discussion and Brainstorming:
Ralph asked members of the Committee to be thinking of one of 3 general areas to focus on:
<u>Infrastructure</u>   <u>Instructional Foundation</u>   <u>Innovation</u>

He asked everyone take a moment individually and then in small groups, oriented around the above categories, to initiate the long-term conversation on where we want to be in the areas of:
- Hardware
- Software and Digital Resources
- Human Resources : Staffing, Support, Training, PD

Due to time constraints, the brainstorming was cut short. Ralph indicated that he will be following up with an email to continue the discussion.

Wrap-up:
- Ralph restated that the Committee will be dividing into sub-committees based on the 3 "I" categories: Infrastructure, Instructional Foundation, Innovation.
- Ralph would like people who are interested in attending the NCCE conference Feb 27 – Mar 1 in Portland, to send him an email. The District has agreed to cover the costs for a small delegation to attend. Ralph will send an email out with details on Wednesday, Jan 30.
- Reminder that Michael Jay has set up a site for the Committee on Basecamp.

- Next meeting: Feb 12th in Bellingham School District Office, Board Room.

Meeting ended at 4:59pm