Attending the meetings were: John Fanning Mary Lucker, Carlos Robles, Haydee Montemayor, Jennifer Spegal, Jennifer Argyros, Linda South , Donna Bazzo, Judith Hyden

Absent from the meeting were: Steve Saint-Coeur, Rodney Rich, Christine Bogart, David Verdugo, Jim Anders, John Fanning, Kim Armenta, Allison Fluke, Judy Riffle, Renee Huerta, Eleanor Rankin,

Minutes from the last meeting dated 12-9-10 are on the district website.

Meeting Norms: Speak loudly and clearly so that everybody in the room can hear and contribute to the conversation.

Title IID: The district received about $5,000 to pay for teacher stipends for completing a 40 hour course in Intel Teach Thinking with Technology (which teachers applied for), an Arizona Technology in Education Association (AZTEA) district membership (which 5 teachers applied for), some money for teachers to attend AZTEA Conferences which they apply for, some technology supply money for use by Intel Teach trained teachers.

Complete Internet Use Policy: January 25th board meeting needs policy update, Steve volunteered to present current internet use policy at the board meeting. Carlos has ERate information to give to Steve. Technology Committee has completed and accepted the portion of Internet Use Policy. One of our goals today is to complete the teacher portion, and to then look at PDF file Steve-Saint Coeur had shared with us containing cyberbullying policies. The committee takes some to proofread the SCVUSD Internet Acceptable Use Expectations for Staff Members, I-6411 IJNDB-R SCVUSD Use of Technology Resources in Instruction and the copy of the cyberbullying PDF copy.

Web Blocking/Web Use/Filtering System: Haydee Montemayor took a moment to discuss with the Tech Committee which portions of WebSense should remain blocked and unblocked based on some additional feedback that Carlos Robles had emailed the Tech Committee.

Haydee Montemayor asked what the committee thought about allowing *Mp3* to be used by teachers. Donna Bazzo asked when the WebSense categories would be opened and Haydee Montemayor said that after the teacher policies were completed, approved by the board and we moved forward in implementing them. Given that greater bandwidth is becoming available, allowing teachers to have access to Mp3 would not be an issue, especially if the categories are opened next year when the greatest amount of bandwidth is available.

Haydee Montemayor told the committee that she had asked Stephen Saint-Coeur that one of the categories whose name just read "*tasteless*" referred to "tasteless jokes." So the committee thought that the *tasteless jokes* category should remain closed.

Haydee Montemayor asked whether the *illegal* or *questionable* category should be opened.

Mary Lucker suggested that the "entertainment" category was revisited because currently, author sites are blocked simply because they're perceived as a form of entertainment.

Carlos Robles asked the team if teachers should be allowed to use personal sites. In the past, the superintendent had said that that could be viewed after contract hours. However, Carlos Robles said it was a touchy subject because even though using Facebook and MySpace aren't highly encouraged, if used properly, those sites could hypothetically be used to update everyone quickly on something pertaining to the district because a vast majority of people use them. Jennifer Argyros commented that nowadays, as the workplace is evolving, there is a melding between professional lives and personal lives. She says that she uses her own personal cell phone for business and she pays her cell phone bill even though salaries are frozen. The question if people should be allowed to check their check bank balance came about.

Google Docs: Carlos needs letter that we will keep current Microsoft the determined email. He said that if we go with Google Docs, using Gmail would be better as it works better with Google Docs. If we keep both email accounts, Outlook and Gmail, then there will be confusion of some kind stated at a Google Docs conference attended by Steve Saint-Coeur. Jennifer Argyros stated that the current situation is labor intensive for the Family Resource Center to maintain two accounts. Carlos commented that the Androids/ Droids and new phones do not do well with Outlook and that firewalls are complicated. Jennifer Argyros commented that collaboration on Google Docs, two calendars with Outlook and Google Docs do not all sync, it is very problematic. Half of her work is on one and the other. Haydee Montemayor said that in a prior Technology Committee, the committee had decided to keep both. Microsoft Outlook would be available for primary use, but Google Docs and Gmail, available for free through Ideal, would be available for using the collaboration tools. Mary Lucker concurred and said that the decision for our committee had leaned towards keeping Microsoft Outlook. Haydee Montemayor asked the committee if they believe that instead of providing Carlos or Stephen Saint-Coeur with a letter from the committee, whether we should create a survey via Survey Monkey that asks the teachers if they want to continue with Microsoft Outlook, switch to Gmail or use both. John Fanning asked whether anyone, especially the teachers, even use Google Docs. If we created a survey, it is highly possible to get an inaccurate response from those who don't use Google Docs. Jennifer Argyros suggested that the district be more open to using the technology resources being used in the world. Carlos Robles said that at conferences, people were choosing Google Docs. He also said that Steve needs to know what the district's decision is so the procedure for changing can get started if that's the route that we're going to go to. Mary Lucker suggested that we check notes and minutes to see if it shows that the committee had voted on not to eliminate Microsoft Outlook and go exclusively with Gmail/Google Docs. Carlos Robles repeated that if we are going to Google Docs, we need to know soon. Haydee Montemayor said that based on the committee's prior conversation, things such as storage capacity was a bonus to Outlook and not transferring. In the previous conversation cost was discussed and the benefits of paying for Microsoft Outlook were big enough to keep Microsoft Outlook. The principals rely on Microsoft Outlook to receive their emails on their Blackberries. She said that we would revisit the notes. Besides, the fact that Gmail/Google Docs through Ideal are free allows the district to continue using those resources for free without getting rid of Microsoft Outlook. Jennifer Argyros said

that she had learned that Microsoft Outlook was on the way out, business-wise and that internet-based software was more on-trend. There is a possibility that in a year from a now, nothing is compatible with Outlook.

The committee talked about the fact that some teachers do not know that they can actually use Google Docs, and that often times nobody uses Google Docs very much. Haydee Montemayor commented that Google Docs is an available resource, but we are dependent on Outlook right now.

Linda South commented that People are familiar with Google, but learning technology can be such a slow process. If we say goodbye to Outlook and hello to Google, it will be a difficult like learning Genesis. Jennifer Argyros proposed that there can perhaps be a sequence for transition including getting new phones for principals if Microsoft Outlook is going to be transitioned out. Carlos commented that people in general are reluctant to change and that it's hard to cooperate when they're comfortable, it's when people have to do something that they are forced to learn. Mary Lucker suggested that it's important to train teachers to work with various resources not just one like Microsoft Outlook and Gmail. Linda South also commented that it's important to not assume that teachers can use Google Docs and Gmail, because sometimes, teachers can work well with one and not the other. If teachers are trained this way, and are given the opportunity to transition, then the process of change can be more manageable.

New Website: Mary Lucker asked whether the URL to the new district website can be shortened. Linda South recommended that the district uses a resource called TinyURL to shorten the URL. Mary Lucker clarified that she is requesting this because the new district website URL looks much longer and messier than traditional URLs. Haydee Montemayor offered to ask Stephen Saint-Coeur if this could be done.

Mr. Fanning thanked Pena Blanca for the help his school received in learning how to better use the new website. He said that teachers are learning how to use it. Carlos Robles said that they also had to add new memory. Jennifer Argyros offered her input as a parent. While she thinks that the CTMS site looks nice, she has noticed that the information such as football schedules, what grade levels teachers teach and phone numbers is difficult to find. It was restated that the secretaries and the principals have access to this most of the capabilities to change the website, while there are some teachers have some capability. Donna Bazzo said that she needed some help with the CTMS library component to the website. Carlos Robles offered to help.

Genesis: Carlos Robles said that Tech Support has been working on the parent portal. For now, it is being piloted with a few student and the results have been good thus far.

Judith Hyden stated that she would like to have access to a Genesis handout that is more comprehensive than the Genesis resource that they had been given at the beginning of the school year. She would like a handbook, not a handout. Even though Joe Hammond had helped teachers at her school, it wasn't enough. Learning how to maneuver grades from one quarter to the other or from one semester to the next is easy especially because teachers don't make this change as often and would benefit from having a handbook to remind them of what the procedure for this task would be. Jill Hammond has found that the handout that they received previously wasn't well suited for the classroom. Jill Hammond would be very interested in having a hands-on tutorial or video that takes

teachers through the process given that the packet isn't enough. Haydee Montemayor offered to look into seeing if such a resource could be made available to teachers.

Judith Hyden asked if the bugs feedback that they had offered the people that work behind the scenes on Genesis useful information. Carlos Robles said that the bugs were fixed for the middle schools and that now, the high school is having some issues that need resolutions such as issues with their honor roll and weighted grades.

Wi-Fi Update: The wireless integration between campuses that will allow communication to be shared faster is going on and should be completed within the next couple of weeks. Judith Hyden asked what happened to the tower between Calabasas and Pena Blanca and Carlos Robles said that it wasn't needed anymore.

Questions: Haydee Montemayor said that she would take the documents that the tech committee had proofread at the beginning of this session, but she offered anybody to share anything that they thought was extremely important. The tech committee shared the proofreading comments reviewed the documents. They agreed that the words "user agreement" should be on the document. They also thought that the documents should say "SCVUSD #35." Mary Lucker said that it was important to revisit the notion of monitoring to because the documents as they stood now don't say who is doing the monitoring and the review of usage logs is not understandable. Jennifer Argyros wanted to know more about the practical implications that she would have to be familiar with given that she supervises employees. Linda South asked if as a Tech Committee member, she would be responsible for supervising as well. According to Carlos, Stephen Saint-Coeur has been in charge of monitoring students.

Haydee Montemayor asked the committee if they agreed with the PDF cyberbulling handout that was handed to them and if these policies should become part of the student user agreement. Linda South liked the handout but suggested that the document be written in more kid-friendly language, and there were other committee members who agreed. Carlos Robles recommended adding parts of this document to the teachers because netiquette and bullying –prevention should be something that should be enforced in the district. Haydee Montemayor recorded some of the suggested topics to also include in the staff agreement: appropriate language, spamming, copyright infringement, chain mail, cyber stalking. She also told the committee that she would verify with Steve Saint-Coeur to ensure that we had permission to adopt many of the policies stated but in student-friendly language. Haydee Montemayor encouraged committee members to email her any further comments or directions if needed.

Before the next meeting the Technology Committee members will need to work with one another to ensure that the user agreements are ready before the board meeting.

Items for future meeting: At the next Technology Committee meeting, the Committee will revisit, review and update the Continuous Improvement Plan on ALEAT to ensure that we are complying with the goals that we have established for the school year.

Our next meeting will be held on February 10th, 2011.