

Minutes

City School District of Albany District Technology Committee Meeting January 5, 2010 4:00 – 5:30

Meeting called to order at 4:00 Members present:

District Representatives	Building Representatives
<input checked="" type="checkbox"/> Mark Place, Technology Coordinator	<input type="checkbox"/> Abrookin: Bruce Romanchak
<input checked="" type="checkbox"/> Ken Cioffi, Chief Information Officer	<input checked="" type="checkbox"/> Adult Learning Center: Sue Bryda
<input checked="" type="checkbox"/> Sandy Paben, Consultant	<input type="checkbox"/> Albany High School: Lloyd Peck <input checked="" type="checkbox"/> Chris Brown
<input type="checkbox"/> Dr. Michael Radlick, Consultant	<input checked="" type="checkbox"/> Albany School of Humanities: Barbara Baxter
<input type="checkbox"/> Nancy Chamberlain	<input checked="" type="checkbox"/> Arbor Hill: Anita Grier
<input checked="" type="checkbox"/> James Lovett	<input type="checkbox"/> Delaware Community School: Akili Duncan
	<input checked="" type="checkbox"/> Eagle Point: Frank Nunan
	<input type="checkbox"/> Giffen: Thomas Faulkner
	<input checked="" type="checkbox"/> Hackett: Terrance McNally
	<input checked="" type="checkbox"/> Harriet Gibbons: Emer Geraghty
	<input checked="" type="checkbox"/> Montessori Magnet School: Natalie Aiello
	<input type="checkbox"/> New Scotland: Kimberly McDonough
	<input checked="" type="checkbox"/> North Albany Academy: Kevin Allen
	<input checked="" type="checkbox"/> Pine Hills: Donna Gwin
	<input checked="" type="checkbox"/> Schuyler Achievement Academy: Rhonda McClam
	<input type="checkbox"/> Sheridan Preparatory Academy: Fred Engelhardt
	<input type="checkbox"/> Myers: Ed Winchester
	<input checked="" type="checkbox"/> TOAST: Laurie Ellis

Recording Secretary: M. Place

AGENDA ITEMS:

- Acceptance of Minutes from 12/01/2009 Meeting---Accepted as Written

- Student Survey: Next Steps

The survey has been published and is ready. A link has been created on the webhelp.albany.k12.ny.us page. Also, a link will be added to the student favorites. The survey is for students in Grades 4-12. The Technology Committee members are responsible for leading the charge in each of their buildings to get as many students possible to take the survey. The survey will close on Friday, January 29, 2010

- Review Draft Documents for February Meeting---to be posted on Blackboard

Mark Place provided the Committee with documents regarding the first draft of the Technology Plan as well as a draft recommendation for changes to the District's Technology Policies. Documents will be posted on BlackBoard to garner feedback.

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- Professional Development

The rest of the meeting was focused on the What, When and How of Professional Development. We discussed how professional development will be included in the Technology Plan.

What:

- Technology Tools,
- Software Use Instruction,
- Creating an "IEP" for faculty/staff with regard to learning technology

When:

- Start with small schools first
- Webinars,
- Grade-level/department meetings
- Introductory materials at PD sessions

How:

- "Go-to" persons in each building
- Trainer Teams---In house or push in
- Must have implementation strategy
- Call it something other than "PD"
- Teams at secondary level---departments
- Create subject "experts"

Implementation Strategy

- Foundational Tech Skills→Tool/Software Specific Training→Integration

- Next Meeting---Tuesday, February 2, 4:00 – 5:30
- Two questions to prepare for next meeting:
 - What tool trainings do we need?
 - What would our implementation plan look like?