

## **Technology Committee Minutes – February 21**

Attending: Marci Homan, Niki and Steve McGettigan, Marianne Adams, Ray Cote, Mary Ellen Stanley, Heldried Zrzavy, Sue Copley, Sue Dell, Denise Holmes, Mark Tazelaar, Keith Burke, Paul Bartolomucci, Jean Robinson, Sue, Roina, Liz Stone, Dick Dunning, Peter Monether, Karen Delagori, Meredith Summers, Demetria McKaig, Barbara Busenbark

### **Agenda Items:**

#### **Technology Coordinator Job Description**

Input was sought from the technology committee concerning the skill set which is most needed by the new person, which has been included in next year's budget. The focus on the discussion was, how much overlap should there be between our current technology coordinator/systems administrator and the new person. The division of labor between hardware and software was discussed. While some overlap should occur there was agreement that the roles should be complementary. More specifics on what job skills this person should have should be sent to Mr. Burke.

The need for support outweighs the abilities of two people however additional training is going to be provided to the building level technology coordinators. The most requested training was web page design and so training will begin shortly in that area.

Training for staff was also discussed. This currently happens through building level coordinators and is being developed by training key people as online training moderators. This program is entering a second phase with additional people being trained. The need for additional training through the ATC was also discussed and is in the very early stages.

#### **Library Automation System**

A district-wide library automation systems will be in place by the end of the school year with it fully implemented by the beginning of next school year. The system is web based so you can search for books throughout the district from the district web page. Bar coding of all the books will take place over the summer. The cost of the new system includes training and one year of support. The company will input all the information from the school book lists. Putting the bar codes on the books will need to be done by the schools.

#### **Technology Committee Goals**

Work that is currently being done is consistent with the goals. The area of communication continues to be strongly emphasized. The use of school web sites and the need for current information was discussed. The high school now has a weekly news section. Math curriculum is on the district web site. Additional information about how technology is being used in different classrooms and buildings would be helpful to make available throughout the district. Eventually this will also be done through the web site.

A long term goal is to sponsor a technology expo and invite vendors to participate as well as other school districts and the community.

#### **Assistive Technology**

Peter Monether demonstrated software for reading text aloud for struggling readers so that they can keep up with daily reading. The software is expensive but also expensive is a scanner, which could scan pages rapidly to make text books available to this software. It was suggested that the district could buy the scanner for all to share. More investigation is needed but it is a very needed tool for our students. Finding the best package is now the issue as well as the copyright issues.