

BOARD OF EDUCATION
FAIRFIELD PUBLIC SCHOOLS
FAIRFIELD, CT

**Strategic Planning
Technology Action Committee**

Monday, December 20, 2010
Education Center
501 Kings Highway East
Board of Education Meeting Room

Minutes

I. Call to Order

The meeting was called to order by Chairman Jeffrey Burt at 3:23 PM.

Members Present: Antonello, John; Boyle, Jack; Brand, Chris; Burt, Jeffrey; Byrnes, Nancy; Callahan, Nicki; Faiella, Diane; ; Hogue, Mary; Mckinnis, David; Nash, Nancy; Persson, Dorna; Rasmussen, Paul; Rosato, Gary; Selk, Sue; Vilenski, Jen; Wakeman, Walter

II. Review of sub-committees work on Strategic Plan #1: all stakeholders will be proficient in the use of technology. Review of revised staff survey.

The committee discussed the purpose of the staff survey and whether or not it was extensive enough to capture the skills necessary for integration of technology into instruction. It was determined that the intent of Plan #1 was to determine a minimum level of proficiency and that the revision of the CT Core Competency of Teaching and the ITC skills matrix would lead to integration. Some adjustments were made to the survey and a final draft will be reviewed at the next meeting. In addition, the LoTi survey for technology integration will be reviewed.

III. Review of sub-committees work on Strategic Plan #2: integrating information and technology literacy into all curricula. Review and discuss the technology rubric.

Tabled until next meeting.

IV. Discuss Strategic Plan #2: integrating information and technology literacy into all curricula. Review and discuss the ITC skills matrix and integration into curricula.

The committee reviewed the skills matrix and agreed that it would assist in the integration of technology skills into curricula.

V. Review password policy.

Nancy Byrnes discussed the change to the password policy for faculty. Due to IT restrictions passwords for new high school students will have to conform to the new protocols but will not have to update every six months.

- VI. Discuss student login procedure at all levels. Review and discuss findings from each level.

Nancy Byrnes and Dorna Persson reviewed a discussion held with the elementary library media specialists on the need for unique passwords for some software programs at the elementary level. It was determined that not all elementary students would need a unique password and passwords would be determined on an as-needed basis.

- VII. Discuss current use of Edline at all levels – updates.

Tabled until next meeting.

- VIII. Other action items

-Jen Vilenski showed a “how-to” video she had created for Edline users as an example of how the district can increase the capacity of its Edline users. The video will be posted on the district website.

-Jeff Burt updated the committee on the district technology budget.

-Jeff Burt stated that the district will be looking for a users group to review the existing student management program and the current content management program.

-Jeff Burt discussed the need for a long-range technology plan which would supplement the current 3-year plan required by the State. The committee agreed that it would be beneficial to work on this plan.

-The Prismatic Audit will be discussed at the next meeting.

- IX. Future Meeting Dates

January 20, 2011

- X. Adjournment

- XI. *The meeting adjourned at 4:25*