

## Meeting of the BFCCPS Technology Committee

March 16, 2006

Head of School Office, 9am

Attendees: Ben Benjamin, Richard Frongillo, Laurie Owens

### Summary:

The most pressing issue discussed was that of budget requests. Relatedly, the group discussed potential strategic steps to improve and enhance the use of technology in the curriculum presented to students.

### Budget:

The group will look to distribute an electronic version of the budget requests right away with the goal of finalizing the budget very quickly.

#### o Current Requests

Ben distributed a spreadsheet from Business Manager Kara Geraci which was to reflect the budget items submitted to date related to technology. It includes recurring fees for Internet access, web hosting, software license renewal. Also, requests for new software and equipment are included. The current total is in excess of \$26K.

#### o Questions Raised

The team discussed the potential for reducing the Internet access cost (\$1800) by moving from Avenir Solutions to Verizon or another provider. Laurie will investigate and report back to the group.

A line item for Rediker Admissions Software & support (\$3825) was included but it is not clear which is an initial cost and what is recurring. Laurie will investigate and report back to the group.

#### o Additional Items

Laurie noticed some items on her own list that were not yet included on the budget spreadsheet:

- Epson Projector \$1000
- 2 Da-lite screens \$ 900
- 2 wireless hubs \$200
- projector mount and cables for library \$250.

We discussed an additional item for software purchases to expand the library of tools available to faculty and students \$2500.

### Curriculum Integration

The goal of meeting the Massachusetts Department of Education's Instructional Technology Standards is in focus. Where are we? What steps can be taken to get us closer to the standards?

The group discussed current usage of the Media Lab and the Library technology resources. Laurie will attempt to extract a report of who has been using the rooms as an initial step towards understanding where we are.

The group discussed the potential for "Skills Training" -- specific time offered for introducing and exploring the desired components (e.g. word processing, spreadsheets, databases, presentations, smart Web searching) versus "Integrated Training" -- guided integration of technology with existing curriculum goals.

Laurie will poll a few of the faculty to see if we can get a sense of how much time was spent on Skills Training led by curriculum teachers.

Rich proposed the potential of a part-time Integration Specialist who would be responsible for working with faculty, seeking opportunities to involve technology in a curriculum area, and developing the technology side to work in concert with the curriculum teacher. Ben points out that this sort of integration is happening already with Fine Arts and wonders whether an Integration Specialist should be looking to Integrate more than just technology. Rich will pursue the idea.

## **Old Business:**

Laurie presented a printed version of the "Software Catalog" that she had constructed based on a request from the January meeting. The list does not include individual software items installed by faculty on particular machines. Laurie will collect that missing information and will distribute the catalog electronically.

Ben reports that he sent the BFCCPS 5-year technology plan to Trustee President Stan Zatkowski as requested.

## **New Business:**

- Ben will be attending the MassCUE Technology Leadership Symposium in Worcester on March 20 as part of his Professional Development program. The group requests that Ben provide a short report of his experience.  
<http://www.masscue.org>
- Ben is presenting at the Mass Charter Public School Association's 2006 Convention on March 31 at Holy Cross in Worcester. He will be borrowing some laptops for his presentation.  
<http://www.masscharterschools.org/convention/friday.html>
- Rich met with Sandy Morris of the Anne Sullivan Middle School to discuss program offerings, use of equipment, technology integration into curriculum, etc. This was a very productive meeting.
- Replacement cables for auditorium LCD projector are in. These are a little longer than the initial set which should make it easier to use. Ben will coordinate installation.