District Technology Committee Meeting Minutes
Consolidated School District No. 2
Date: 9/29/2020
Time: 5:00 pm
Location: via Zoom:
https://raytownschools-org.zoom.us/j/99450351824?pwd=NGN1TTRsZmFlUjVJNVo1QkdEVWVwUT09

Attendees: Beth Plank, Bobbie Saulsberry, Danielle Nixon, Melissa Tebbenkamp, Matt Verlinden, Tyler Britt, Jamie Osborn

I. Call to Order
  a. The meeting was called to order at 5:01 pm.
II. Approval of Minutes
  a. Beth Plank moved to approve the date meeting minutes.
      i. Motion passed.
III. New Business
  a. The committee received an update on technology during virtual learning
      i. Student devices
          1. PK-12
              a. PK -1 added this year.
              b. Still committed to seniors getting their device when they graduate.
              c. Ordered more in June, due in August, still have not been delivered. (Govt. policy) Still waiting on a shipping notice.
          2. New students / device exchange
              a. We have about 300 devices that are waiting on a repair.
              b. Operating out of both high schools.
          3. Student Help desk support
              a. We have a phone number for parents and students to call when they are having a technical issue.
      ii. Home Internet and Hotspots
          1. We are caught up on hotspot requests at this point, but we were behind when the school year started.
          2. What do we do for students that are not adept at navigating their computers?
              a. How do they get help?
              b. Classroom teachers are the first line of defense.
                  i. They are teaching a lot of the skills the students need to interact in class.
                  ii. If they do not know they can contact Jaime or Tyler.
                  iii. Being 1 to 1 so long has helped make this process a lot better.
              c. Student Support Helpline 816-268-7122 or student.support@raytownschools.org is a good resource for parents and students.
              d. PALS page with help for parents and students.

          i.   There are instructions for parents and students.

          ii.   Just the most important items they might need.

          iii.   We try to direct students to FAQs when there is a specific question.

      3. Board members reported that they heard from a lot of parents that the technology has worked so well and that the district has had great leadership on this item.

   iii. New Hardware for Staff

      1. webcam, tripod, speakers, large 24" monitor (in addition to laptop screen)

   iv. New Software for Staff & Students

      1. [LEARN Platform for approved software list](#)

         a. Approved software list, denied list, etc.

         b. Available to parents and teachers.

         c. Helps know what is being used and how often they are using it.

         d. Raytown compares very favorably to surrounding school districts.

   v. [PALS (Parent/Adult Learning Support)](#)

   vi. [Curriculum writing](#)

  b. The committee received information about technology staffing

   i. Additional Technology FTE added to support virtual learning help desk

      1. We are contractracting with two temp agencies for additional support during COVID

      2. Additional Instructional FTE added to support virtual learning, Virtual Learning Coordinator

  c. Questions from Board Committee Members

   i.

  d. Review of [2019-2021 Technology Plan](#)

IV.   Adjournment

  a. The meeting was adjourned at 6:23 - motion by Ms. Plank

V.   Future Meetings

  a. Next meeting: in February 2021, we will begin the process of review and rewrite for the 2021-2023 District Technology Plan - dates TBD