

**SCR 22 Task Force on State Educational Technology**  
**September 14, 2015**  
**4:30 – 7:00 p.m.**

***Delaware Department of Education, Townsend Building,  
Cabinet Room, 401 Federal St, Dover, DE 19901***

**MINUTES**

**ROLL CALL**

Meeting was called to order at 4:33 pm. Roll call was taken. The following task force members were in attendance: Ted Ammann, T, Dusty Blakey, Michele Brewer, Tim Dukes, Robert Fulton, Colleen Gause, Michael League, Elizabeth Lewis, Patrick Liberato, Steven Mancini, Randy Reynolds, Megan Szabo, and Michael Watson. Ex-Officio member Wayne Hartschuh was also in attendance. Kim Reinagel-Nietubicz attended for Michael Jackson.

Absent were Patricia Dallas, Kevin Fitzgerald, Michael Jackson, Matthew Korobkin (called in for meeting), Beth Mineo, Bryan Townsend and Ex-Officio member Pat Bush.

The following people also attended from the general public: Alonna Berry, Rachel Chen, Geri Donahue, Pam Reed, Kim Rodriguez, Tina Shockley, Lloyd Schmitz, and Judith Wilson.

**APPROVAL OF MINUTES**

Members reviewed the August 10, 2015 minutes. Voice vote was taken. It was unanimous to approve the minutes as submitted.

I. Welcome

Michael Watson thanked everyone for their attendance.

II. Public Comment

No one from the general public signed up to speak during the public comment portion of the meeting.

III. Sub-Committee Breakouts

The task force meeting was briefly suspended to allow the sub-committees time to attend their respective meetings. They were asked to be prepared to report back to the full task force at 6:15 pm. Members of the general public who were in attendance could attend any of the sub-committee meetings.

IV. Sub-Committee Reports & Updates

Michael Watson called the full task force meeting back to order in the Cabinet Room at 6:18 pm. A spokesperson from each sub-committee was allowed up to 5 minutes to report out the major decision points and next steps from their sub-committee's recommendations. Copies of the full sub-committee notes will be posted on the task force webpage: <http://www.doe.k12.de.us/page/2316>.

**Assistive Technology**

Dr. Dusty Blakey reported for the Assistive Technology sub-committee. They discussed the survey. Matt and Beth will create a survey and have Colonial look at it. Matt has been going around to the districts. They have found the assistive technology is all over the place within the State. They will create definitions and norms as a guide to know where to start. They will also use Schoology as a platform in providing professional development. Make sure it was vetted before going onto

Schoolology. The districts will need to build time in to implement what the committee is recommending. Best practices happen with consistency. Do a common form and time for professional development. The sub-committee will also look at Connecticut Assistive Technology documents to review common norms they use. Build differentiating professional development, best practices. Need to form better mechanisms to have more consistencies needed. Survey will be due back to sub-committee in October. Michael suggest one survey for all three groups. Survey should not take more than 15 minutes to complete.

### **Teaching and Learning**

Bob Fulton reported for the Teaching and Learning sub-committee. He said more work needs to be done. Looking at their goal, they plan to look at current use of technology and the readiness of staff. Hence, the need to do a survey. They reviewed a teacher survey and Mr. Fulton will share with chief school officers on September 24. He will strongly suggest the chiefs allow the survey to be conducted. Plans are to have the classroom teacher survey be open Oct. 19 - Nov. 2. Results of the classroom teacher survey data to be shared at the November 9 Educational Technology Task Force meeting. They also want to find out how students feel about technology and how they use it in the schools, so they plan to use the Speak Up survey, refined slightly. Student survey window will be Oct. 1 – Nov. 24. Another survey is for technology and bandwidth in the schools, which will probably overlap with what the Infrastructure and Governance sub-committee is researching. Michael Watson asked that we consolidate the surveys. They also reviewed a State plan/blueprint from California looking for areas where technology could be used to promote a State plan here in Delaware.

### **Infrastructure and Governance**

Colleen Gause stated results from the other sub-committee surveys will help this group better strategize cost effective recommendations. She reported that the Infrastructure and Governance team discussed short and long term bandwidth goals and delivery options as well as the associated costs. Randy Reynolds will work with the other sub-committees to include a few questions on their district surveys. The Infrastructure questions will seek to get better insight into how district instructional goals can be supported through technology strategies. The group also discussed potential cost savings through the consolidation and centralization of technology. Identified savings could be reinvested into network infrastructure to help support cost containment as capacity demands increase. Steve Mancini will discuss potential options for consolidation at an upcoming meeting with the school chiefs.

#### V. Path Forward / Next Steps

Michael Watson announced that an Education Pioneer has been contracted with the Department of Education (DOE) for twelve weeks. Michael will have her write the final task force report if information is given to her your big ideas in paragraph format. She will begin in October. She should be joining at the next meeting.

*Future meeting notices and communication will come from either Michael Watson or Pam Reed. Reminder - Submit your one paragraph bios to [pam.reed@doe.k12.de.us](mailto:pam.reed@doe.k12.de.us) before the next meeting. This information will be included as an appendix document within the final task force report.*

*The next task force meeting will be held on Thursday, October 8, 2015 at 4:30 pm.*

#### VI. Meeting Adjourn

Motion to adjourn the meeting was made and seconded. Voice vote taken. It was unanimous all in favor to adjourn the meeting. Meeting adjourned at 6:30pm.

Respectfully submitted,  
Pam Reed, DCET Administrative Secretary  
Task Force Support Staff