

# Technology Advisory Board

## Meeting Minutes

Date – 03/02/2017

Time - 4:30PM

Location – Town of Needham, Town Hall, 1471 Highland Ave, 02492

Room – Highland Room

Member	Present	Absent
Carl Rubin / Chairperson	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cliff Hayden	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kerry Hurwitch	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Michael Mathias	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vacant	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Ex-Officio Member	Present	Absent
Town:		
Dave Davison / Asst. Town Manager / Director of Finance	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Roger MacDonald / Director, MIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>
School:		
Ann Gulati, or a substitute designated by the Superintendent of Schools	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mark Messias, or a substitute designated by the Superintendent of Schools	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Note Taker: Roger MacDonald

Notes:

Also attending was Alan Smith (Citizen).

Carl Rubin called meeting to order

Carl motion to adjourn; Cliff seconded

### Agenda Item(s)

1. Govern Software (Permits) Update
  - a. Carl not happy with the product
  - b. 10 years old
  - c. Software evaluation
  - d. Meet with staff using software

2. School Department Presentation by Mark Messias
  - a. Mark (Administrator of IT Services) introduced himself
  - b. Mark went through his PowerPoint
  - c. Conversation
    - i. iPad vs Chromebook
    - ii. Challenges
      1. Budget
      2. Staffing
      3. Keeping up with technology; what can we implement
      4. Inventory
    - iii. Innovation Funds
    - iv. Ticketing Systems
      1. Simatage
    - v. Software Distribution System



# TAB Technology Update

March 2017

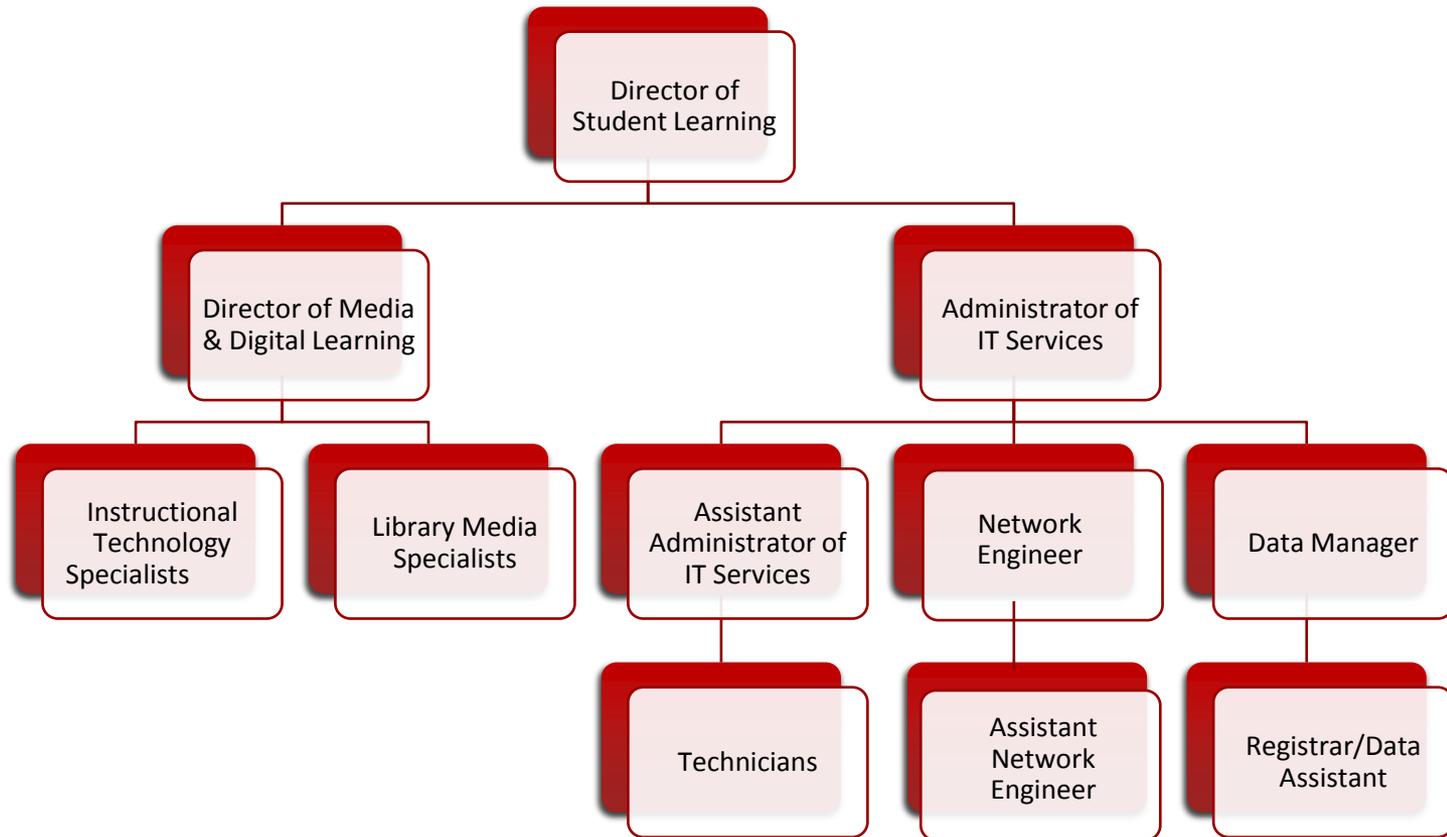
Mark Messias, Administrator of IT Services

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# Overview

- ↗ Technology Department Reorganization
- ↗ Modern Digital Classrooms
  - ↗ Devices
  - ↗ Infrastructure
  - ↗ Staffing
- ↗ Teaching & Learning in 1-to-1 Classroom Environments
- ↗ Budget

# Reorganization



# Digital Classroom: K-5

- ↗ On-demand one-to-one environment
  - ↗ Laptop for teacher
  - ↗ Interactive whiteboard & projector
  - ↗ Several classroom based digital devices
  - ↗ Shared carts of iPads, Chromebooks, & laptops
  - ↗ Computer labs become innovation spaces

# Digital Classroom: MS

- ↗ One-to-one student iPads
- ↗ Teacher computer/laptop
- ↗ Interactive whiteboard & projector
- ↗ Shared Chromebook and laptop carts
- ↗ Specialized instructional/learning labs

# Digital Classroom: HS

- ↗ Teacher Laptop
- ↗ Interactive whiteboard/projection device
- ↗ Specialized instructional/learning labs
- ↗ Fall 2017-2020: one-to-one rollout--one grade/year, starting with grade 9
- ↗ Optional BYOL or district provided Chromebook

# Digital Classroom: Infrastructure

- ↗ Goal:
  - ↗ Ubiquitous wifi throughout each school in FY '17
- ↗ Current status of wifi infrastructure:
  - ↗ High School, Pollard, High Rock—completed
  - ↗ Newman, Eliot, Broadmeadow—completed
  - ↗ Hillside, Mitchell—completed
- ↗ Bandwidth increased

# Digital Classroom: Staffing

- ↗ Instructional Technology Specialists
  - ↗ K-5: 4.3 FTE
  - ↗ MS: 3.3 FTE
  - ↗ HS: 1.0 FTE; 1.0 FTE Program Assistant
  - ↗ 718 FTE staff members
  - ↗ 5,607 students
  
- ↗ Technical Support:
  - ↗ 6.5 FTE Technicians

# Budget Structure Change

- ↗ FY 16 Town moved Funds for iPads 1 to 1 at High Rock to Operating Budget
  
- ↗ FY17 Town formally moved all devices with <5 year life span to Operating Budget
  - ↗ iPads
  - ↗ Chromebooks
  - ↗ Laptops



# Questions/Discussion