

## K-12 TECHNOLOGY INITIATIVE COMMITTEE MEETING MINUTES

Meeting Date	March 25, 2010
Meeting Location	Division of State IT, 4430 Broad River Road
Facilitator	Tom Fletcher
Note Taker	Gay Hoyer
Attendees	Tom Fletcher (DSIT), Barbara Teusink (DSIT), Catherine Morgan (SCSL), Beth Shull (AT&T), Valarie Byrd (DSIT), Sandra Wilkie (DSIT), Tom Olson (SCDE), Charlie Zeberlein (DSIT), Petra Turner (DSIT), Bobbi Kennedy (SCETV), Michael Shelton (DSIT), Dean Byrd (SCETV), Gary West (SCDE), James Gordon (DSIT), Camilla Hertwig (Strom Thurmond Institute), Catherine Watt (Strom Thurmond Institute)

### AGENDA ITEMS

AGENDA ITEM 1	Approval of Minutes	PRESENTER	Tom Fletcher
DISCUSSION			
<ol style="list-style-type: none"> <li>Tom Fletcher called the meeting to order and asked for approval of or discussion/corrections to the minutes from last month's meeting.</li> <li>The minutes were approved with no changes.</li> </ol>			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
NONE			

AGENDA ITEM2	E-Rate Status	PRESENTER	Valarie Byrd/ Sandra Wilkie
DISCUSSION			
<b>E-Rate Issues</b>			
<b>Valarie Byrd</b>			
<b>E-Rate News</b>			
<ol style="list-style-type: none"> <li>The FCC's extensive National Broadband Plan was released last week. From an E-rate perspective, the plan is designed to increase flexibility and bandwidth, foster innovation with pilot programs, improve connectivity to community colleges, provide additional funding, and improve program efficiency.</li> <li>The K-12 Committee was presented with a handout containing a list of noted items within this plan as they may relate to the E-Rate program.</li> </ol>			
<b>KPMG Audits</b>			
<ol style="list-style-type: none"> <li>Round 2 and 3 KPMG Audit – USAC was sent our COMAND response on 3/11/10 regarding the potential \$800,000 penalty. We estimate the current re-payment amount to be \$20,698.39. We are awaiting USAC's response to this submission.</li> </ol>			
<b>2008-09 (current year) Application</b>			
<ol style="list-style-type: none"> <li>There has still been no change on the Trillion FRN of \$785,520 (\$596,995 E-Rate funds) that was not funded.</li> <li>No BEAR's filed for FY 2008-09 estimated monetary value of \$474,587.10.</li> <li>There still has not been a response received from USAC's Ombudsman office regarding our status inquiry.</li> <li>Form 500 will be filed during the first quarter of 2010 to return any unused funds.</li> </ol>			
<b>2009-10 Application</b>			
<ol style="list-style-type: none"> <li>E-Rate group is currently working on filing BEAR for the 2009-10 year.</li> <li>The Eligibility Certification Letter requested by USAC from the Department of Education has been successfully submitted.</li> </ol>			
<b>2010-11 Application</b>			
<ol style="list-style-type: none"> <li>The E-Rate group is currently in the process of doing the initial review of the 2010-2010 application.</li> </ol>			

**K-12 Technology Initiative Website**

1. ETV is scheduled to begin working on the RSS feed for the K-12 Technology Initiative website in April. The website address is as follows: <http://www.sck12techinit.org/E-rate.html>

**Contract Conversion (IBAP to MPLS)**

1. Credits are being processed and will be reflected on the March 2010 CWOFF invoice. Letters will be sent to the school district superintendent noting the credit amount that will be issued by DSIT next week.

**Contract Conversion (BVB to MPLS)**

1. All current BVB sites will be converted to the MPLS state master contract on July 1, 2010. Sumter 17 and Abbeville 60 school districts will require special construction prior to this date. Orders to initiate this construction are being processed.

**K-12 Technology Initiative Partnership Responsibility Form**

1. A draft of the revised policy was sent to the Department of Education and the SC State Library for review and comments. The final draft and letter will be sent to the principals for signatures.

**Sandra Wilkie****Bandwidth Project**

1. The bandwidth project should be completed and ready for management review by April 1<sup>st</sup>. Work on the formula as well as work on the evaluations for schools is nearly complete.
2. The analysis of the suggested library formula has begun and should also be completed by April 1<sup>st</sup>.
3. After April 1<sup>st</sup>, the impact data will be presented for review and approval, and then shared with districts and libraries.

**K-12 Budget**

1. The Network Connectivity budget cannot be completed until the bandwidth project is completed, but should be ready by the April 22<sup>nd</sup> K-12 Committee meeting.

**iAM Laptop**

1. Aiken School District's request to use idle laptop units (not assigned to a student) in classrooms at Midlands Valley High School received final approval. The district was notified of approval on March 11, 2010.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
NONE		

AGENDA ITEM 3	Security Project Status	PRESENTER	Charlie Zeberlien
DISCUSSION			
<ol style="list-style-type: none"> <li>1. Report cards for the schools and libraries have been completed and the reports along with the grades have been sent to the agencies for review. The schools and libraries have many questions concerning their reports. Jim MacDougall and his security staff are in the process of addressing their questions and concerns.</li> </ol>			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
NONE			

AGENDA ITEM 4	Security Subcommittee /Network Status	PRESENTER	Charlie Zeberlein
DISCUSSION			
<ol style="list-style-type: none"> <li>1. K-12 Security Subcommittee met to review the Internet bandwidth monitoring results for outstanding potential "upgrade/downgrade" sites and security reports were distributed to school districts.</li> <li>2. Because grade requirements have not been met; there are no recommendations for upgrade at this time.</li> </ol>			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
NONE			

AGENDA ITEM 5	Budget	PRESENTER	Barbara Teusink
DISCUSSION			
<ol style="list-style-type: none"> <li>Barbara passed out copies of the budgets for both current year and last year in the February meeting. She asks that everyone continue working on their budget request forms for the upcoming fiscal year so that she may begin working on the upcoming budget.</li> <li>The budget is currently in the House and the core budget for the committee has not been reduced. Hopefully it will get through the Senate as well without a reduction.</li> <li>In this current fiscal year, the committee held 10% aside for a budget cut that has not been rendered. Should the cut not occur the money will not be used. Does the committee want to hold it aside again this upcoming year in anticipation of budget cuts or should the money be allocated to a project. Please think about it and let Barbara know. Keep in mind that there will likely not be other carry-over money from this year to go into next year's budget.</li> </ol>			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
NONE			

AGENDA ITEM 6	Annual Report	PRESENTER	Mike Shelton
DISCUSSION			
<ol style="list-style-type: none"> <li>The call for the writing committee was distributed. Mike is close to filling the last couple of vacant seats.</li> <li>Mike is in the process of compiling a list of items needed from each Partner Agency for the Progress Report.</li> <li>Last month Mike requested ideas and suggestions for a central theme on which to build the report. There were several ideas mentioned during the last meeting and a number of other ideas have been submitted since then. It is not too late to submit any additional ideas. Mike Shelton may be contacted by phone at (803) 896-2836 or via email <a href="mailto:mwshelton@cio.sc.gov">mwshelton@cio.sc.gov</a>.</li> <li>The K-12 Technology Initiative website is undergoing a "spring cleaning" and a number of changes have been made including the removal of outdated information, revisions to the "links" page to include partner websites and logos as well as the creation of a new "meetings and minutes" page that contains meeting agendas and minutes from 2009 - 2010.</li> <li>It had been suggested that we add a "contact us" page with committee member contact information including name, agency, phone number and email address. Mike asked for the committees thoughts on this idea.</li> <li>Committee members are encouraged to offer any suggestions or ideas that they might have in regards to future web site additions or revisions.</li> </ol>			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
NONE			

AGENDA ITEM7	iAM Laptop Program Report	PRESENTER	Camilla Hertwig/Catherine Watt														
DISCUSSION																	
<ol style="list-style-type: none"> <li>Camilla Hertwig and Catherine Watt of the Strom Thurmond Institute presented to the Committee a PowerPoint presentation on their findings outlining the successes and failures of the iAM Laptop Program.</li> <li>The goals of the evaluation was to determine factors and conditions under which participants in the program met or exceeded the program's goals to enhance educational opportunities, increase SC workforce competitiveness and engage 9<sup>th</sup> grade students to take ownership and responsibility for their future.</li> <li>Participants in the evaluation were students, teachers, parents, schools and school districts.</li> <li>The following schools are participants in the pilot program: <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;"><b><u>School</u></b></td> <td style="text-align: center;"><b><u>Comparison School</u></b></td> </tr> <tr> <td>A. Bethune-Bowman Middle High – Orangeburg 5</td> <td>Green Sea Floyds High – Horry</td> </tr> <tr> <td>B. CA Johnson High – Richland 1</td> <td>Baptist Hill High – Charleston</td> </tr> <tr> <td>C. Creek Bridge High – Charleston</td> <td>McCormick High – McCormick</td> </tr> <tr> <td>D. Lakewood High – Sumter 2</td> <td>Loris High – Horry</td> </tr> <tr> <td>E. Midland Valley High – Aiken</td> <td>Strom Thurmond – Edgefield</td> </tr> <tr> <td>F. Scotts Branch High – Clarendon 1</td> <td>Denmark-Olar – Bamberg 2</td> </tr> </table> </li> <li>To aid in evaluating, the schools were matched with a comparison school listed above.</li> </ol>				<b><u>School</u></b>	<b><u>Comparison School</u></b>	A. Bethune-Bowman Middle High – Orangeburg 5	Green Sea Floyds High – Horry	B. CA Johnson High – Richland 1	Baptist Hill High – Charleston	C. Creek Bridge High – Charleston	McCormick High – McCormick	D. Lakewood High – Sumter 2	Loris High – Horry	E. Midland Valley High – Aiken	Strom Thurmond – Edgefield	F. Scotts Branch High – Clarendon 1	Denmark-Olar – Bamberg 2
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Study Design				
Study	Contribution	Primary Tool	Method	Level of Analysis
Comparison of Grades / Achievement	Compare End-of-Course pass rates and student grades between participants and matches	Descriptive Statistical / Cross Tab	Quantitative	Grade/Course Level
Student Focus Groups	Ask students what they liked and what can enhance the program implementation	Descriptive Statistical / Cross Tab	Quantitative	Individual
Parent Communication	Ask parent/families how they benefited from the program and what can enhance program implementation	Descriptive Statistical / Cross Tab	Quantitative	Individual
Teacher Lesson Plans	Describe integrating technology into lesson plans changes how a teacher teaches and how students learn	Descriptive Statistical / Cross Tab	Quantitative	Class / School
Technology Plan Evaluation	Gather school and district technology plans to evaluate worth and what improvements can be made	Descriptive Statistical / Cross Tab	Quantitative	Organizational
Cost Study	Identify major costs (per pupil and per teacher)	Descriptive Statistical / Cross Tab	Quantitative	Organizational

6. A total of 2,503 laptops were distributed to the participating schools.

7. The following online surveys were conducted :

- 8 Student Surveys
- 6 Faculty Surveys
- Weekly Questions
- Weekly Lesson Plan Uploads

The Results Did Not Ever Change

8. Teachers were provided the following opportunities:

- Website for Laptop evaluation, downloads, uploads, resources
- Webinar on instruction & access to Dell training at any time
- Wiki
- Group discussions
- Ability to review other technology lesson for ideas etc.

9. The Teacher Surveys indicated the following:

- Teachers are not going to do but one lesson plan
- Teachers did not buy into the grant
- Without school level leadership, teachers did not participate
- Teachers did not upload lesson plans or report counts without being pushed
- Teachers did not utilize tools or training provided on the website

10. The Parent Survey and Focus Groups indicated the following:

- 50% of the parents surveyed had home computers
- Of those, 60% had internet access
- Parents said students were proficient in using technology
- Parents had concerns about requirements to pay \$1500 to the school if the computer was lost. This was the main reason for not signing to allow child to receive a laptop.

11. The Student Focus Group indicated the following:

- By far the most honest
- They were excited about the laptops
- Wanted to use them more (said they weren't being used)
- Classes were more interesting/paid attention
- Liked the challenge of research and educational games in subjects on the internet
- Liked emailing homework to the teacher best

12. Recommended Best Practices:

- Integration of technology and instruction works best when distribution is school wide.
- Teachers will default to non-tech lesson plan if forced to plan more than one.
- Being able to evaluate grades across districts will allow greater accountability of dollars.
- Teachers should be required to adopt/master and integrate instruction with technology.

13. Recommendations for Future:

- Teachers sign off on grant proposals to increase accountability over all levels for outcomes and finances.
- Better communication with parents
- In\$ite changes in reporting technology finances.
- Students more engaged in learning.

14. Challenges:

- No standardization of school course data.
- Training is generally about mechanics not skills of integration and adaption of technology to the classroom.
- Technology costs are a challenge, especially for small districts.
- Lack of strategic planning for technology and instruction integration across the district.
- The system itself will not improve simply because of supplying new technology: Change must occur across levels within a district. School leadership matters; district leadership matters.

15. Summary of Grant Outcomes”

- Students feel laptops provide an incentive to attend school/stay in school.
- Incentive to stay and graduate.
- Increased curiosity/exploration/ownership.

16. A copy of the final report will be presented to the legislature and posted on the K-12 website.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
NONE		

AGENDA ITEM 8	Streamline SC	PRESENTER	Dean Byrd
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DISCUSSION

1. SCETV thanked the K-12 Committee for the funding it provided as it's made a tremendous impact on schools.
2. ETV negotiated its first contract for StreamlineSC 5 years ago and obtained an excellent rate. The program was so successful that ETV was able to continue the program and negotiated the renewal of the contract.
3. The program was renegotiated in 2009 with the contract locked in for 5 years. SCETV was able to fund the program for 3 years at an 80% discount with an option for 2 more years but at a substantial rate increase.
4. With the K-12 funding SCETV received they were able to provide two staffers for StreamlineSC. The Department of Education also helped out with staffing and provided some mobile computer labs as well. This has made possible training to over 6000 teachers.
5. Every district and school in the state is able to use this program and finds it to be of great value.
6. The second year the program was implemented; there was a contest to reward the one millionth users. The reward went to a teacher who specialized in the education of autistic children and could not have been more deserved.
7. With the new StreamlineSC contract came a new site, [OnePlaceSC.org](http://OnePlaceSC.org). This website allows users to search all content sites for a particular item or subject. This allows teacher/users to sign-in to only one site and search for an item or subject in all content sites at once.
8. StreamlineSC also hosts a professional development program which is offered by the Department of Education. This site allows teachers to train online as well as take recertification courses.
9. StreamlineSC now offers "Media Share" which gives local schools the ability to upload media as well as lesson plans that can be shared with other schools and districts throughout the state.
10. StreamlineSC also provides live streaming and simulcast.
11. SCETV is also putting into place IP streaming which will allow them to wean off of satellite delivery.
12. Discovery Education Streaming, the provider of StreamlineSC, hosted an awards banquet and SCETV invited the "Lifetime Utilization Winners" based on a per student use. South Carolina has the highest user utilization rate in the nation.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
NONE		

GUESTS	
RESOURCE PERSONS	
SPECIAL NOTES	Next Meeting: April 22, 2010 Location: Division of State Information Technology, 4430 Broad River Road