

MINUTES
TECHNOLOGY TASK FORCE
ONE-TO-ONE GOVERNANCE AND INSTRUCTIONAL INTEGRATION SUBCOMMITTEE

DATE: July 11, 2011
TIME: 3:00 PM
PLACE: EW41

MEMBERS: Vice-Chair Brian Duncan, Christopher Campbell, Salvatore Lorenzen, Bicker Therien

Vice Chairman Duncan called the meeting to order.

The Committee discussed the survey questions that had been compiled since the last meeting. The Committee decided to postpone discussion due to concerns of many educational staff being off contract. The survey will go out to stakeholders by August, with results available by September's meeting.

Committee members will take the survey tonight, in order to create a list of specific functions that devices should have in tomorrow's meeting.

The Committee discussed the need to add into policy language that includes principals, administrators and IT departments as recipients of mobile devices, in addition to teachers and students, because without their help and support, schools will not be as successful in implementing 1:1. The Committee discussed creating a metric for giving devices to IT departments (ex: 1 per department), with schools being able to use a state contract to purchase additional devices for support staff.

Committee asked Luci Willits to have more research done on online companies and what specifications the mobile devices will need in order for students to be able to take online classes and information from other states on how much bandwidth to allocate per number of devices.

Regarding state and local responsibilities, the Committee discussed how extra devices will be used and whether the state should create rules regarding use.

A concern was raised regarding Maine having an IT team that develops software for the state, Idaho does not have a team to do such, and responsibility will fall with the district and/or vendors.

The Committee will make a list of desired device functions, system capabilities, policies at both state and local levels, needed policy changes and governance (both technical and social) needed. The Committee mentioned several device functions, including that they be capable of using necessary software, meeting online course specifications and that they last the entire life cycle as outlined in legislation.

A concern was raised over system capabilities. Currently, some districts restrict certain internet use to allow sufficient bandwidth for teachers.

Luci Willits, SDE, informed the Committee that Maine has a very brief Statement

of Purpose, and it would be beneficial for this Committee to create something similar prior to creating a list of device functions. It was recommended to include, "at full implementation" in the statement of purpose.

The Committee reviewed the meeting and highlighted key points: that the Committee will complete survey tonight and bring in answers for tomorrow's meeting and review current policies regarding 1:1 in Maine. Tomorrow the Committee will design a statement of purpose for 1:1, discuss device capabilities, review the survey, discuss policy/governance issues, elect a spokesman to present to full Committee and discuss goals for August and September meetings.

There being no further business to come before the Committee, the meeting was adjourned at 4:30 pm.