

MINUTES  
**TECHNOLOGY TASK FORCE**  
**One-to-One Governance and Instructional Integration Subcommittee**

**DATE:** October 10, 2011

**TIME:** 1:30 pm

**PLACE:** EW41

**MEMBERS PRESENT:** Chairman Reed DeMordaunt, Salvatore Lorenzen, Christine Donnell, Christopher Campbell, Bicker Therien

Representative DeMordaunt called the meeting to order at 1:30 pm.

The committee opened the link to Survey Monkey to discuss the results from the students. There were 1,776 responses, as of today. This cannot be categorized as an actual survey, but will be considered as invaluable feedback. The majority of the responses were from 7<sup>th</sup> and 8<sup>th</sup> graders.

The 18 questions in the survey prompted ideas, questions and concerns from the committee:

- It would be a good idea to create a standard format of information and send to districts for their websites.
- Create a very simple brochure to give to 7<sup>th</sup> and 8<sup>th</sup> graders.
- Get the information out through Council of Presidents, PTA and PTO.
- By getting the information out to the public, it may help to alleviate some of the concerns that parents are having.
- Internet Access, consensus: Most students already use mobile devices with over 90% saying they are comfortable. Wireless access is different than access of a device and if the question had been worded about wireless access the percentage may have been lower. Security is an issue for families in their homes.
- Content is important to students as well as interaction with teachers.
- A common theme among the students – Distraction. Concern that they may be tempted to do other things (surf the web, games, etc.) instead of doing homework.
- Need to engage parent support and policy guidance can help with that.
- Include a broad range of applications.
- Make sure that whatever device is chosen has a lot of capability.
- Students responded that a positive was the capability of taking notes, storing their information in one place, and not having to carry books.
- Making sure the device has strong battery life and strength of wireless capability.
- Major concern: Abuse and breakage coupled with liability.
- Mandatory: Will parents have the option for their child to “opt out”?

The committee agreed that the information is helpful and the survey will be left on Survey Monkey indefinitely.

Regarding the One-to-One Policy Document, the committee recommended a deadline be set for the development of a policy document for each district. This deadline will need to be communicated soon. The committee decided that by the end of the December meeting they will have recommended policy available for the districts. The date for all policy to be in place for each district will be set. The hope is that the districts will have six months to create their own policy documents.

The committee discussed the formatting of the policy document and it was decided that the matrix form was easier to read and understand.

The policy document was examined and commented on by the committee. Some of the suggestions and concerns:

- Take all of the examples and put at the back of the document and refer to them in the paragraph that they relate to. Hot links would be good.
- A suggestion was made that it would still be good to have a link to the narrative, that both were useful.
- There will be mandated pieces and recommended pieces and it is important to delineate between the two.
- This document will help districts in creating policy. It is a daunting task with many aspects and it needs to be simplified as much as possible.
- Districts already have Acceptable Use Policies so providing them a list of information that must be included could be helpful.
- Important to decide who is ultimately responsible for the device the student, district or state?
- Parental involvement will be extremely important for success, including parent training and orientation.
- Need to decide if parent orientation is mandatory. What are the consequences if a parent does not attend? Offer alternative ways of orientation/training, face to face, on-line and written material.
- Inappropriate use of device. What is the recourse concerning parents or students? Need to create policy for abuse.
- Issues about the device: battery life, wireless access, etc.
- Taking the device out of state: How important is that to a district. Should permission be requested? Districts should make that choice as to what their policy is. Are there financial repercussions?
- Security for accounts of students and teachers. Once the device is chosen there will be policy set for a login or multiple logins which would then be for students, teachers, administrators and parents. The language for policy will then take into consideration the usage.
- Acceptable Use Policy will include internet usage.
- Limitation of Liability was discussed for personal devices in the classroom. Are students going to be able to bring their own devices

from home? Create policy to deal with this issue.

- Will insurance be offered and will it be mandatory? Will the student pay for insurance?

Tomorrow the committee will finish discussing the Policy Document and will talk about upcoming site visits to school districts in other states.

The meeting was adjourned by Representative DeMordaunt at 4:30 pm.