WEST HAVEN BOARD OF EDUCATION MINUTES
March 17, 2008
Technology Committee Meeting

The Meeting of the Technology Committee was held at the Blake Building, 25 Ogden
Street, West Haven on March 17, 2008. The meeting was called to order by Eric Murillo
at 6:00 p.m. with a pledge to the flag.

COMMITTEE MEMBERS: PRESENT	Eric Murillo, Chairman Mark Palmieri Robert Saley
COMMITTEE MEMBERS: ABSENT	Patrick Egolum
OTHER BOARD MEMBERS IN ATTENDANCE:	Sean Maher Toni Paine Jerry Calabritto
ADMINISTRATORS PRESENT:	Neil Cavallaro, Assistant Superintendent

Eric Murillo, Chairman for the Technology Committee began the meeting with a pledge
of allegiance to the flag and then thanked all for coming. The discussion began with
technology updates and continued with the priorities for next year and hopefully will
include the need for fiber optic.

Patti Fusco and John Lessandrini made a list of everything that had been accomplished
since the last report and some of the items on the list were the following:

PSIS Monthly state Report
John stated that the PSIS is a quarterly report that the State of Connecticut requests to
know our population demographics. (Which students have left the district, moved into the
district from October 1st to January 15th) The State wants to know about attendance (who
is in class and who is not) is basically a report for the State.

Rob Saley asked what PSIS stands for. The response was Public Schools Information
System.

*Put another elementary school onto Power School for attendance
Patti said they are phasing them in one school at a time and now they have Pagels, Forest, Mackrille and Thompson will be added tomorrow.

Toni Paine asked how extensive is it to put them on – is it really complicated to add them on. Patti said they have to train the teachers and make sure everybody has a computer. We need to be there for a few days to make sure there are no problems.

*Installed machines in all classrooms not having new machines at Forest School
They are making sure that every computer in the elementary level is updated.

*Put Mackrille Lab onto the whschools domain
Installed CMT software for Special Education student at Forest
Installed Assistive technology software for special education students at Forest and Thompson Schools.
This took a lot of work on John's part.
Researched and found better Search Engine for Special Education students to use: clusty.com
This is more appropriate than Google for students.
*Put staff onto active directory
 State reporting in Power School for Attendance
Added more wireless units
This was done at Carrigan, Bailey and the High School. Teachers can now access from anywhere in the building.
*Did Report cards at the middle schools and high school
Created a new nursing log entry screen in Power School
*Put students in both Middle Schools on Active Directory
Each student has their own account. There are 1,600 students and this was a lot of work.
Tried to resolve software conflicts with Print Shop which the staff requested
This was unsuccessful despite many hours of tech support from the company. We will be teaching staff how to use Publisher more effectively . Publisher is included with all our purchases. Patti is checking to see if we can receive a credit for the amount of money we paid and we can apply it to future purchases.(other software etc.)
CTY updates have been on going (61 in one week)
Eric asked the process for updating this. This has to be done individually once a week (one by one). Sean Maher asked if there were a lot of changes weekly. Yes. John Lessandrini hoped we could use this not just for bomb threats or areas of concern but also for events, snow days and others areas. Neil stated that when a phone rings at your home at 5:30 or 6:00 a.m. in the morning Dr. Andrees and he agree that this would not be a good idea. You may have elderly parents and your first reaction would be to worry about them. The biggest problem we have is to try and get in touch with parents when there kids will be coming home early due to inclement weather. This is where we would definitely use this.
Did Fiber bid and site visits
Filed 461 forms for e-rate program

Worked on WHHS grading policy
Trying to make it more in line with what colleges are looking for.
Eric Murillo asked if we have the necessary information (cell phone numbers etc on the information form). Yes the home phone and two additional numbers are included.
Repaired laptops at the end of their life and desktops
A lengthy discussion on leasing machines, updating machines and vendors took place.
Attended meetings on Freshman Academy
Upgraded SubFinder
Notification when a teacher is going to be absent
*PowerLunch is completed. All cafeterias are electronic now
Eric Murillo asked Patti to explain the plans for the Cafeteria part of Power School.
This was a big project. Kids now key in their number on the keypad and this shows if they are entitled to a free lunch, pre-pay etc. This is a big plus now in ordering food.
Saves money as we waste less food etc.
School photos have all been updated on student files in Power School
You can see the picture of the child each year.
Employee data is updated on ProTraxx
*Trained first group on how to use ProTraxx
Attended various meetings on enhancing Education through Technology Grant
Updated website and ordered supplies for schools
Patti has been asked to read the final grants and this helps her know what the State Department is looking for. This helps us to get funded.
Three Power School "gurus" (John, Fran and Charlie) took tests to attend the Advanced Learning Summit for Power School.
All three passed (in the whole country they only took 100 people) and were invited to attend but only Charles Shooshan will be able to attend due to family and other reasons.
John did attend last year.
Eric Murillo requested that Charlie give the Board some feedback from this meeting.
*These items are among the reasons we need to upgrade to Fiber for our network as they pull a lot of band width.

Priorities for Next Year:
- D 206 at WHHS—Linux lab
- D 208 at WHHS—Business lab
- Middle School Classroom computers (about 250)
- Administrative computers (about 40)
- Extra laptops to have available when the ones no longer under warranty die (at least 100)

- 4 I-Pod labs
- Upgrade Apple Office licenses to Office 08
- Additional SmartBoards
- Additional Projectors (many of our older ones are reaching end of life)
- Policy for bringing in personal laptops

Discussion:
Rob Saley asked about the training. Each teacher had three hours training which was split up and we make sure everyone is versed in it.

Jerry asked for a demonstration for the new board members. Neil stated there will be a SmartBoard demonstration at the next board meeting by some of the Talented and Gifted Students.

Howie Horvath asked what type of information parents can retrieve from PowerSchool – what do they have access to at this point from ParentPortal.

They have access to their child's attendance in every class daily, up to date grading, teacher's current assignments, future assignments and school announcements. Middle Schools also have this. Parents can have weekly or monthly reports sent to their email with their current grade, progress report and attendance in each class. Almost every parent that is on parent portal has signed up for the progress reports. The teachers have been very good at keeping this updated.

We will have to do Fiber Optics later as we are out of time.

Eric Murillo thanked Patti and John for a very informative meeting.

The meeting adjourned at 6:38 PM
Respectfully Submitted,

Marylou Amendola
Board Secretary