

March 30, 2009

**MEMO**

Present: D. Delamater, T. Frederick, D. Gurney, S. Koelsch, R. Laconis, J. Morrow,  
A. Minneman, M. Moyer, R. Nickoli, J. Pritchard, D. Snook, N. Spriggs, L. Whiley,  
J. Willamsen

Absent: H. Barker, D. Crooks, J. Goodwin, D. Miller, B. Smith, C. Steris, L. Tinnel

From: Jeanne M. Pritchard, Director  
Curriculum and Instruction

Robin L. B. Nickoli  
Administrative Assistant-Curriculum

Subject: March 19, 2009 Meeting Minutes

A meeting was held on Thursday, March 19, 2009 at 3:00 p.m. in the Central Office conference room.

**Phase 1: Vision and Mission Statements – J. Pritchard**

(reworked by the committee as a whole on January 27, 2009)

After a brief overview of the methodology that was used for revising the district's vision and mission statements, the modified statements (created from information gathered on January 27<sup>th</sup>) were distributed. After each committee member read the amended statements, a brief discussion ensued, and Mrs. Pritchard stated that unless anyone expressed a need for further editing, the Phase 1 section of the 2009-2012 Technology Plan would be revised to reflect the new vision and mission statements.

**Phase 2: Curriculum Alignment & Instructional Integration - J. Pritchard**

(J. Pritchard, D. Delamater, S. Koelsch, J. Morrow, R. Nickoli, L. Tinnel, L. Whiley)

The Phase 2 committee met on February 12, 2009. Items discussed at the meeting were:

- 1) software programs currently being used in the district;
- 2) technology currently being used in the classroom;
- 3) the creation and dissemination of a 2009 District Technology Survey by Jennifer Morrow;
- 4) the need for technology continuity K-12 via curriculum alignment and mapping
- 5) websites for instructional consideration

Mrs. Pritchard handed out an outline of the above items and a brief discussion was held.

**Phase 4 – Infrastructure, Management and Support – R. Laconis**

(R. Laconis, A. Minneman, M. Moyer, B. Smith, J. Williamsen)

Discussions have been underway between committee members for the editing of Phase 4. Much of the work for Phase 4 was completed in October 2008 to satisfy timeline requirements of the eRate program. Rob Laconis will email an updated Phase 4 module for TPT committee review.

**Phase 5 – Budget and Planning – N. Spriggs**

(N. Spriggs, H. Barker, T. Frederick, R. Laconis)

The budget and planning committee met on Thursday, February 26, 2009. Committee members believe that by using Permanent Improvement funds, they will be able to increase the budget for technology hardware/equipment; such as computers, monitors, SMARTBoards and servers. However, the committee still faces funding challenges in the areas of professional development, software, etc. because these items do not qualify for Permanent Improvement monies.

Our next Technology Plan Review Committee meeting will be on **Tuesday - May 26<sup>th</sup>, 2009 @ 3:00pm in the Milan Conference Room**. As always, please feel free to call the curriculum office with any questions/suggestions/concerns.

Respectfully submitted by:

Robin L. B. Nickoli  
Administrative Assistant  
Curriculum

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