

# Educational Technology Council (NDCC 54-59)

## Minutes of Meetings

### June 15, 2001 - ETC Organizational Meeting

1. **Call to Order:** The meeting was called to order by acting chair of the original ETC, Jerry Bartholomay at 9:00 a.m.
2. **Roll Call:** Members present: Jerry Bartholomay-School District Representative, Curt Wolfe-Chief Information Officer of ITD, Bev Nielson-ND School Boards Association, Tom Cummings-ND Special Education Directors, Kevin Keenaghan-ND Council of Educational Leaders, Lisa Feldner-ND Association of Technology Leaders, Laurie Haag-School District Representative, Wayne Kutzer-State Board of Vocational & Technical Education, Chris Kalash-Director of Technology/Department of Public Instruction and Grant Crawford-ND University System Chief Information Officer who was attending the meeting via conference phone call connection. Members Absent: Wayne Sanstead-Superintendent of Department of Public Instruction and Tom Eberle-Technology Director. Guests attending were: Ardy Pfaff-Human Resource/Information Technology Department, Neil Howe-Director of Division of Independent Study, Mike Ressler -ITD, Tim Kadrmas-Assistant Director of Center for Innovation in Instruction, and Jody French -Sendit Technology Services Director attended via conference phone call.
3. Two handouts were presented to the group by Curt Wolfe-Chief Information Officer of ITD. One was a bill draft of SB 2251 that established the Educational Technology Council and the second an organizational structure of the K-12 technology plan. Mr. Wolfe gave an overview of the legislature process that directed that the ETC be established.
4. A Job Description for the K-12 Technology Director was discussed. A handout of a "Draft" Technology Director for the North Dakota Educational Technology Council was passed out and reviewed by Ardy Pfaff of the Human Resource/Information Technology Department.
  - o Under minimum qualifications, add language to monitor/coordinate CII, STS and DIS.
  - o Reviewed the fact that CII, STS, and DIS directors will work with their boards and the ETC Director.
  - o Section 7 of the bill draft, item #8 was questioned. Curt Wolfe said the ETC should hire the Division of Independent Study, which was moved from the Department of Public Instruction to the ETC.
  - o Ardy also passed out a Job Announcement document. This document was reviewed with the committee. After discussion Ardy was to include a statement that travel would be required for the new Technology Director position. The announcement would also state that the Director must live within the Fargo, Valley City or Bismarck area. This would allow for ITD, STS, CII or DIS to allocate space for the new director. The job announcement will also include a

statement stressing that legislative contacts and communication is part of the minimum requirements of the job

- Volunteers to serve on the interview team: Grant Crawford, Jerry Bartholomay, Curt Wolfee, Kevin Keenaghan, and the directors of STS, DIS, or CII when they are available.
  - A screening process of applicants will begin with Ardy matching candidates to the minimum qualifications. Ardy will also develop an information packet for the candidates and she will make a list of interview questions. The ETC committee will review the questions and the candidate list. Final candidates will be selected and announced to the ETC committee members and the interview team will conduct final interviews.
  - Bev Nielson stressed that the candidate have good human relation skills to sell the program to 231 school districts, legislators and State officials.
  - Dates for the process:
    - June 18, 2001 - The Job Announcement for the ND Technology Director will be released to all State agencies and list serves.
    - June 23 and 24, 2001 - Interview final candidates for ETC director's position
    - August 9, 2001 - at the first official ETC meeting hire the Director
5. Jerry Bartholomay explained how in the past biennium distribution of the four million dollars of technology literacy funds came through using Average Daily Membership (ADM). A set amount of money multiplied by the ADM sent technology funds to the schools. School districts also had to have an approved technology plan to receive these funds. Chris Kalash anticipates the DPI paying out federal funds on a per pupil basis but this is not known at this time. This will have to be a future agenda item. Until then, schools should not budget for revenue from ETC like has been done in the past.
  6. Jody French, STS director, presented a STS eight page handout of her power point presentation which outlined the past, present and future goals of the STS. Jodi conducted the presentation on the conference phone line. Jody answered various questions from the ETC committee. Jody and Jerry Bartholomay also discussed Internet 2. This is a new version of the Internet for education. Jodi and individuals at NDSU are going ahead with an application process for the State K-12 to access Internet 2. There is a base cost of \$32,000.00. Jerry mentioned this would be an agenda item for the ETC consider in the future.
  7. Tim Kadrmas, assistant director of CII, presented a power point overview of CII. Tim also handed out a Distance Learning Using Videoconferencing-Checklist for Getting Started handout.
  8. Neil Howe, Director of the Division of Independent Study, gave an overview of the DIS organization and plans for the future.
  9. Jerry Bartholomay handed out a document titled, ND Educational Telecommunications Council - Bylaws. We don't know if the ETC needs these but they are available if we do. Curt Wolfee mentioned that ITD would provide a secretary to take minutes of the next ETC meeting on August 9, 2001.
  10. Power School was discussed
    - Curt gave background on selecting a vendor to meet the ERP process.

- Four large school districts are looking at Power School for their student information system. There will be a \$6.00 per pupil-per year to use the product. Curt mentioned he wants to be successful in this project. Bismarck will be the first and only school to test the project. Other schools will be lining up once the entire product is up and running and trainers are available within the State to continue bringing schools on line. CII and STS will be important players in offering in-service on Power School.
  - Lisa Feldner, ETC member and Bismarck Public School's technology director explained the opportunities for school's using power school.
11. Nancy Walz presented a handout on the K-12 Wide Area Network Implementation Benefits Measures
  12. **Adjournment:** With no further business, the meeting was adjourned at 11:30 a.m.

Unofficial Minutes by Kevin Keenaghan