

Educational Technology Council (NDCC 54-59)

Minutes of Meetings

November 15, 2001

1. **Call to Order:** The meeting was called to order by chair, Lisa Felder at 1:30 P.M.
2. **Roll Call: Members present:** Jerry Bartholomay - School District Representative, Curtis Wolfe - Chief Information Officer-ITD, Bev Nielson - ND School Boards Association, Tom Cummings - ND Special Education Directors, Lisa Feldner - ND Association of Technology Leaders, Laurie Haag - Richardton-Taylor High School, School District Representative, Wayne Kutzer - State Board of Vocational & Technical Education, Christopher Kalash - Director of Technology/Department of Public Instruction, Grant Crawford - ND University System Chief Information Officer, Tom Eberle - Technology Director and Dan Pullen - ND ETC Director. **Members absent:** Wayne Sanstead - Superintendent of Department of Public Instruction, Kevin Kennaghan - ND Council of Educational Leaders. **Guests attending:** Nancy Walz, IT Planning/Information Technology Department, Mike Ressler-Director/Information Technology Department, Neil Howe - Director of Division of Independent Study, Tim Kadrmas - Director of Center for Innovation in Instruction, and Jody French - Sendit Technology Services Director.
3. **Approved Minutes:** August 28, 2001. We will now vote on the motion. All in favor say 'Aye,' all opposed say 'Nay.' The motion is carried.
4. **Financial Report:** Dan Pullen reported that we originally started with a budget of \$1.2 million. As of the end of September 2001, we were at \$1.9 million. This has been broken out so that we have \$973,000 in operating budget for the biennium with \$10,000 for equipment. We will get you more detail as we go along. We have an accounting system setup in ITD and they are keeping track of \$1.2 million. Acceptance of the Financial Report - It has been moved and seconded. The motion is carried.
5. **ETC Director Report:** Outcomes related to ND ETC powers/duties:

Coordinate the use of technology and the development of technology systems to enhance educational opportunities for elementary and secondary education.

- o Work with CII, STS and IVN on videoconferencing resource materials
- o Work with NDUS staff, STS and ETC member on plans for Internet 2.
- o Presentations to ND school board association convention, school business managers meeting, ND association of technology leaders annual business meeting, ND association of technology leaders semi-annual workshop, NW school administrator organization, and PPTV board of directors meeting.
- o Work with other state technology directors through HPRTEC to identified common issues and potential solutions.
- o Plan and participate in IT CND annual education conference in Fargo.

Cooperate with state agencies and other organizations to develop statewide educational technology systems.

- Regular meetings with directors of CII, STS. DIS
- Develop agreement with DPI regarding cooperation with ETC in funding technology grants to schools.
- Work with DPI to develop memorandum of understanding with ETC regarding relationship with ETC director as state K-12 technology director.

Publish the informational material it deems necessary.

- ND ETC website developed (www.nd.gov/itd/etc)
- Preliminary work on ND ETC logo.

Conduct a continuing study to assess the needs, resources, and facilities that are available or which may be required to establish educational technology systems throughout the state.

- Visit 2 classes taking classes via videoconferencing, interview administrators in those schools.
- Participate in NW school administrator's meeting re: videoconferencing needs and expectations.
- Work with agency/project staff on needs for statewide virus protection, Internet filtering issues, administrator professional development.

Solicit and receive moneys from public and private sources and expend the moneys for educational technology.

- Discussions with federal congressional education staff regarding continued TIGG funding and potential formulas for block grants for technology funding.

Acceptance of the ETC Director Report - It has been moved and seconded. The motion is carried.

6. Old Business:

- Report on hiring of ETC Director - Dan Pullen accepted the position of Information Technology Director.
- Action on ETC bylaws document. Curt Wolfe stated that at the last meeting we stated that we would have a chairperson and vice-chair and eliminate the secretary. Darlene will email a copy of the Bylaws and the committee will vote on the acceptance at the next meeting.

7. New Business:

- ETC priority objectives -
 1. State Network
 - Video Conference - Grant Crawford asked if the committee directed the ETC Director draft a program, which would award the

sufficient majority of our funds in a competitive process to schools for video conferencing facilities and equipment? If we put a half of million dollars into that program, how attractive would that be to the big schools? Should we set aside a portion of the money for the under 100 student schools? Lisa recommended that Dan bring a budget plan to the next meeting and how much he'll need to fund each program. Jerry asked to have a recommendation that we provide services to the ones that need it. We'll be able to flush that out in our needs assessment. Jerry is uncomfortable with the notion of coming in with some sort of grant route with limited dollars because only a few will receive it. They are between 40 and 50 schools that have expressed strong interest. Grant made a motion we want the ETC Director to come back with a budget plan that will apply the funds we have available to the goals and objectives that we stated for the next meeting. It has been moved and seconded by Jerry Bartholomay. The motion is carried.

- Curt Wolfe suggested that Dan send out a monthly newsletter to a listserv so people know what is going on? Dan will send this information to several listing. We could also have a teleconference to talk about strategies and have some discussion; ITD would be willing to organize a teleconference.
- Virus Protection - Grant made a motion for Jody French to gather more information and bring a plan back to the committee. Dan Pullen stated that Jody has a plan of action to move immediately and have funds to launch the project in an initial way; we'll know the budget by the next meeting. Dan said he would like to have a model done sometime by the end of December. I will plan to setup a teleconference meeting. Jerry asked for a motion on the virus protection to spend up to \$40,000 if there are 25,000 computers at 5.00 per computer. We'll offer this to everyone and we'll help the schools provide things they need for the network. No motion was made because the group wanted to wait for Dan Pullen's forthcoming model before allocating funds.

2. Tracking Successes

- Needs assessments
- CII/DIS/STS
 - Professional Development
 - Support
- Funds - how do we spend them?
- ETC work groups per objectives -
 - Internet 2 - Work group has already been created. Curt mentioned we authorized to spend \$16,000 for our first year contribution is someone driving that plan on how we're using Internet 2 for K-12? We committed to \$16,000 for the first year and revisit for the second year. Dan will call upon people, as they are needed.
- ETC Grants to schools

- During the 2001-2002 school year, the ND ETC will not provide ADM grants to schools for technology. The ETC will use state appropriated funds to the ETC to support statewide initiatives for example: video conferencing and virus protection. Laurie Haag made a motion and seconded by Chris Kalash. The motion is carried.
 - Other - Advisory Committee. Jerry Bartholomay suggests that we contact the Advisory Committee regarding the ETC meetings. There are eight member of the Regional Advisory Council which has one represented from each region. Dan will check with Bill Strasser for this group to see if they still have a budget. Dan will report to committee at the next meeting.
8. **Next Meeting:** Darlene will arrange a teleconference in December 2001 or January 2002. The next meeting will be scheduled for February 12, 2002 @ 10:00 AM - Pioneer Room, State Capitol Building, Bismarck.
 9. **Adjournment:** With no further business, the meeting was adjourned at 4:30 p.m.

Minutes by Darlene Wolfgram