

# INTERLAKE SCHOOL DIVISION

MINUTES OF THE TECHNOLOGY COMMITTEE MEETING OF THE BOARD OF TRUSTEES OF THE INTERLAKE SCHOOL DIVISION HELD ON MONDAY, MAY 7<sup>TH</sup>, 2018, IN THE BOARDROOM, 192-2<sup>ND</sup> AVENUE NORTH, (PTH#67), STONEWALL, MANITOBA.

## **COMMITTEE MEMBERS PRESENT:**

FRAN FREDERICKSON (CHAIRPERSON), SANDRA WIEBE

## **COMMITTEE MEMBERS ABSENT:**

DAVID HARCUS, DARCI LOEHMER

## **ADMINISTRATION PRESENT:**

SUPERINTENDENT, MARGARET WARD,  
ASSISTANT SUPERINTENDENT, TYLER MORAN,  
IT MANAGER, ROBERT HUME

THE MEETING WAS CALLED TO ORDER AT 5:30 P.M.

## **ITEMS DISCUSSED:**

### **1. NEW DIVISIONAL WEBSITE:**

THE COMMITTEE WAS INFORMED THAT THE NEW DIVISIONAL WEBSITE WAS LAUNCHED ON MAY 7, 2018. THIS NEW WEBSITE WAS CREATED IN A WORDPRESS FORMAT BY *CHEZ KOOP DESIGN*. SCHOOL WEBSITES WILL REMAIN IN THE CURRENT FORMAT FOR NOW AND WILL BE TRANSITIONED TO THE NEW FORMAT BEGINNING IN THE FALL. HIGH SCHOOL WEBSITES WILL BE FORMATTED FIRST.

### **2. ELECTRONIC STUDENT REGISTRATION FORM:**

THE COMMITTEE WAS INFORMED THAT A NEW ELECTRONIC STUDENT REGISTRATION FORM WENT LIVE ON APRIL 24<sup>TH</sup>, 2018. THIS NEW FORM WAS DEVELOPED BY *COMPUTER LOGIC GROUP*. PARENTS WILL BE NOTIFIED WITH THE INFORMATION ON HOW TO FILL IN THE NEW FORM.

### **3. UPGRADE SCHOOL CONNECT (SYNREVOICE):**

THE COMMITTEE WAS INFORMED THAT THE CURRENT SYNREVOICE PROGRAM HAS BEEN UPDATED WITH THE LATEST VERSION. ALL OF ISD'S SYNREVOICE ADMINISTRATORS (ROB HUME, COLLEEN COWIE, AND MICHAEL PAULSON) HAVE RECEIVED TRAINING ON THE NEW IMPLEMENTATION OF SYNREVOICE. ALL SCHOOL ADMINISTRATIVE ASSISTANTS WILL BE TAKING TRAINING ON MAY 9<sup>TH</sup>, 2018 WITH THE SYSTEM BEING LIVE FOR ALL EMPLOYEES ON MAY 22<sup>ND</sup>, 2018.

### **4. DIVISIONAL SOFTWARE IMAGE:**

THE COMMITTEE WAS INFORMED OF THE DEVELOPMENT AND CREATION OF A NEW DIVISIONAL SOFTWARE IMAGE.

### **5. POWER TEACHER PRO:**

THE COMMITTEE WAS INFORMED THAT THE INITIAL POWER TEACHER PRO PILOT ROLLOUT FOR ALL GROUPS IS NOW IN PROGRESS. TRAINING MATERIALS ARE BEING CREATED FOR ALL STAFF FOR FULL IMPLEMENTATION SEPTEMBER OF 2018.

## **UPCOMING/SUMMER PROJECTS:**

### **1. HIGH SCHOOL WEBSITE UPGRADES:**

THE COMMITTEE WAS INFORMED THAT THE INTERLAKE SCHOOL DIVISION WILL BE STARTING TO UPGRADE THE WEBSITES FOR THE THREE HIGH SCHOOLS DESIGNED BY *CHEZ KOOP DESIGN*.

**2. COMPUTER RE-IMAGING:**

THE COMMITTEE WAS INFORMED THAT THE TECHNOLOGY DEPARTMENT WILL BE RE-IMAGING ALL INTERLAKE SCHOOL DIVISION COMPUTERS WITH THE NEW WINDOWS IMAGE THIS SUMMER.

**3. NEW COMPUTERS:**

THE COMMITTEE WAS PROVIDED WITH AN UPDATE REGARDING INVENTORY OF ALL INTERLAKE SCHOOL DIVISION COMPUTERS ALONG WITH THE INSTALLATION OF NEW WINDOWS IMAGE FOR NEW DEVICES.

**4. IPADS:**

THE COMMITTEE WAS PROVIDED WITH INFORMATION REGARDING THE INVENTORY AND ASSET TAG OF ALL NEW INTERLAKE SCHOOL DIVISION IPADS.

**6. CLASSROOM PROJECTORS:**

THE COMMITTEE WAS INFORMED THAT THE TECHNOLOGY DEPARTMENT WILL BE CLEANING ALL SCHOOL PROJECTOR FILTERS AND WILL RE-INVENTORY ALL PROJECTORS THIS SUMMER.

**7. POWERSCHOOL:**

THE COMMITTEE WAS INFORMED THAT THE DIVISION WILL BE UPGRADING TO VERSION 12 THIS SUMMER.

**8. PURCHASE OF DIVISIONAL COMPUTER HARDWARE:**

THE COMMITTEE WAS INFORMED OF THE FOLLOWING NEW HARDWARE ROTATION PLAN:

- SCHOOLS WILL NOW HAVE THEIR COMPUTER HARDWARE REPLACED ON A FOUR-YEAR ROTATIONAL BASIS USING A 'GRADE BAND' SYSTEM (K-4, 5-8, 9-12)
- 2018-2019 SCHOOL YEAR: THE K-4 SCHOOLS WILL BE REFRESHED; 2019-2020 SCHOOL YEAR: GRADES 5-8 SCHOOLS WILL BE REFRESHED; 2020-2021 SCHOOL YEAR: THE HIGH SCHOOLS WILL BE REFRESHED.
- SCHOOLS (K-4) ARE GIVEN A CHOICE ON WHAT TYPE OF DEVICE THEY WOULD PREFER: IPADS, LAPTOPS OR DESKTOPS. A SURVEY WAS SENT TO (K-4) SCHOOL ADMINISTRATORS ASKING FOR ANSWERS REGARDING THEIR HARDWARE PREFERENCE.

**9. HARDWARE REPLACEMENT PLAN:**

A REQUEST FOR COMPLETION OF AN RFP WAS MADE BY THE COMMITTEE AND WILL BE COMPLETED BY THE TECH DEPARTMENT PRIOR TO OBTAINING HARDWARE. THE RFP INFORMATION WILL BE SHARED WITH THE BOARD OF TRUSTEES AT THE MAY 28 MEETING.

THE MEETING ADJOURNED AT 6:05 P.M.

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COMMITTEE CHAIRPERSON

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SECRETARY-TREASURER