



1:1 Strategizing Meeting Agenda
Yokohama International School, Japan
25 November 2010

Time	Strand	Topics	Essential Questions	Structure
10:00 - 10:15			Introductions (Coffee, Tea, Treats from Spike) - Where is your school in the process of transitioning to 1:1? Archive of back-channel chat for today	Set up collaborative Google Doc for notes, resources & ideas
10:15 - 11:15	Curriculum	Impact of Technology Communication Practices	- How 1:1 does impact curriculum and pedagogy? - How will online learning environments support 1:1? - What will change in the classroom? - What has to change to support the “new” classroom environment? - How does this affect the relationship and access to parents? and vice versa? - Digital citizenship? Where will those discussions take place? What needs to be worked out before and during and after? What does good digital citizenship look like in a mobile learning environment?	Breakout groups The new classroom environment Communication Digital Citizenship
11:15 - 12:00	Professional Development	Teacher Training Student preparation	- How to effectively structure teacher PD? - What aspects are critical to include? - What do students need to know before taking a laptop	Breakout groups: Teacher Training

			home? After implementation, how do you keep up teacher PD?	Student preparation
12:00 - 1:00			Lunch (Provided by Stuart Air and Cezar's Kitchen)	
1:00 - 1:45	Infrastructure & Finance	Student Needs Help Desk Policies Scale-ability Practicalities	- Student Needs: Security, power, access - Help Desk: support protocol, number of spare computers, tracking services - Policies: Insurance, AUP, specific 1:1 policies - Scaleability: How to plan for staged implementation - Practicalities: start page for students, standard username/passwords for web 2.0 tools, software on all computers - How are you financing your program? - What model are you using: student owned, school owned?	Breakout groups: Student Needs/ Help Desk/ Practicalities Policies Scale-ability Finance
1:45 - 2:30	Staffing	Academic Staffing Technical Staffing	- What is the most effective ratio? - How do you manage student walk-ins? - Average number of service requests?	Breakout groups: Academic Staffing - Technical Staffing 1:1 Tech Support Summary from Sonny at CA
2:30 - 2:45			Break (Coffee, Tea, Treats from Stu)	
2:45 - 3:30	Do's and Don'ts	Anything goes!	A time to share what has worked and what hasn't	Round Robin

3:30 - 4:00	What if's	What to do if....	• What if a student leaves their computer at home? • What if students come to class with the laptop not charged? • What if the student breaks the laptop? • What if the required software is not on the laptop?	Conversation continued from the Round Robin " Do's and Don'ts " above
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6:30 - 8:00	Dinner		Torigin (Japanese Izakaya) in Minato Mirai	
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Desired Take-Aways:

- What are the landmines of moving 1:1? How to avoid?
- What are we expecting the 1:1 environment to do for us in terms of improving learning? How can we measure? Do you have to measure?
- Teacher growth/PD - widening gap between student skill level & teacher skills level
- School culture/attitude towards technology/mindset
- Integrated IT Curriculum

General Resources:

- [Role of ICT in the PYP \(Draft\)](#)
- David Truss' bookmarks: [1:1Schools](#) & [1to1](#)