

# WEDNESDAY TECH TEAM MEETING



## NOTES

**April 8, 2020**

[www.k12techforum.org](http://www.k12techforum.org)

## Meeting Agenda

1. Welcome & Introductions -
2. Meeting Basics and Ground Rules -
  - a. Zoom
  - b. Shared Google Doc
  - c. Where to find recording and notes
3. Updates
  - a. Virus Lockdown situation update
  - b. ROE/LTC Updates
  - c. Cyber-Security Update
  - d. Tech supply/availability Update
4. Submitted questions and requests
5. Open discussion time
6. Resources
7. Next week's meeting

## In these Notes:

<b>Meeting Agenda</b>	<b>1</b>
<b>Link to meeting and chat session</b>	<b>2</b>
<b>Attendees</b>	<b>3</b>
<b>Submitted Requests and Questions</b>	<b>5</b>
<b>Topics of Discussion</b>	<b>6</b>
Welcome & Introductions	6
Meeting Ground Rules	6
Updates	7
Submitted questions and requests	8
Open discussion time	9
Chat discussion resources	9
Next week's meeting	9
<b>Recommended Vetted Resources</b>	<b>10</b>

## Link to meeting recording and chat session

For those who missed the meeting or want to review what was discussed we have recorded the meeting and can make the recording and chat session available to you. In order to keep the info as private as possible we are asking that you fill out [this form](#). We will then send you a link to the session.

## Attendees

Name	Position/Title	District/School/Organization	Grade Level
Alloian, Tim	Director of Technology and facilities	Science and Arts Academy	K-8
Batson, James	Director of Technology	Fenton Community High School District 100	High School
Beg, Farheen	Director of Technology	Butler SD 53	K-8
Bertos, John	Network & Systems Manager	Lincolnshire-Prarieview SD 103	K-8
Bonton, Jeff	IT Manager	Lake Geneva	K-12
Chase, Jonathan	Director of Technology	Lake Villa 41	K-8
Coppert, Alex	helpdesk manager	big hollow	K-12
Corbett, Bill	Technology	Gurnee Dist. 56	K-8
Dearborn, Tim	Developer/Analyst	LaGrange Highlands School District 106	K-8
Esteban, Eric	Technology Director	Gurnee School District 56	K-8
Glass, Ginni	Technology Director (Retired)	Bannockburn School District 106	K-8
Gray, Melissa	Systems and Operations Manager	Lake Zurich D95	K-12
Howard, Philip	Director of Technology	CUSD95	K-12
Lacey, Philip	Director Instructional Technology	NTHS 219	High School
Martin, Eric	Technology Supervisor	NSSD	K-12
Mazza, Nicolas	Infrastructure Supervisor	214	K-12
McCulley, Matt	Director of Technology	Big Hollow School District 38	K-8
Paulausky, Andrew	Technology Specialist	Lincolnshire - Prairie View School District 103	K-8
Pedersen, Chris	VP Sales	GHA Technologies, Inc	VAR
Reisman, Sam	Information Technology Specialist	Frederick School, Grayslake CCSD 46	K-8
Russeau, Rod	Director Technology & Information Services	Community High School District 99	High School
Schmidt, Parin	Tech Specialist/MDM	LaGrange Highlands School District 106	K-8
Sonnenberg, John	RM	eDynamic Learning	6-12

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Souza, Aaron	Director of IT	Minooka 201	K-8
Thigpen, Linda	IT Asst.	CUSD118	K-5
Van Laningham, Mike	Technical Projects Supervisor	Racine Unified Schools	K-12
Warmbold, Bo	IT Coordinator	Vernon Hills High School	K-12
Wlodarczyk, Nick	Information Systems Coordinator	Butler School District 53	K-8
Zumpano, Nicole	Regional Ed Tech Coordinator	Learning Technology Center	LTC

## Submitted Requests and Questions

Question/Request	Submitted by
What have we heard regarding device availability regarding the virus overseas?	Aaron Souza Director of IT Minooka 201
Are people posting remote learning plans on their school/ district websites? What professional development has been designed and what does it look like?	Nicole Stroup ELA Coordinator Lake County ES ROE 34
With the news over the weekend about NY shutting down zoom, should our opinion of Zoom change?	Matt McCulley Technology Director Big Hollow Schools Dist 38 mmcculley@bighollow.us
How many districts are using Zoom?	Phil Howard Technology Director Lake Zurich Dist 95 philip.howard@lz95.org

## Topics of Discussion

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### Welcome & Introductions

Lee Steinsdoerfer, GHA Technologies

Lauren Lipsey , Lake County ROE

Ginni Glass, chat moderator

Matt McCulley, note taker

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### Meeting Ground Rules

1. Zoom
    - a. Make sure that you are muted
    - b. Use the chat to ask questions
    - c. Meeting is being recorded
    - d. Share questions with all
  2. Shared Google Doc
    - a. Questions/Requests
      - i. Pre meeting questions have been added to the notes
    - b. Recommended Resources
      - i. Located at the bottom of the document
      - ii. Resources that have been vetted by participants of the K12 Tech Forum
  3. Where to find recording and notes
    - a. <https://sites.google.com/view/k12techforum>
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## Updates

- a. Virus lockdown update - Nicole Zamprano
  - i. No Change yet from the Governor's Office
- b. ROE, LTC Updates -
  - i. [Remote Learning Q&A with ISBE Webinar Notes from LTC](#)
  - ii. Remote Learning Days is the terminology that we should be using, not eLearning
  - iii. Every School must have a remote learning plan on their website
  - iv. Allow for a way for students to communicate with teachers
  - v. Transition plan to onsite learning
  - vi. Remote learning plans do not need to be approved by ROE, eLearning does
  - vii. State has authorized 5 days of remote planning. These are non student attendance days. These days can be used if we go back for a transition plan.
  - viii. [LTC verified plans](#)
  - ix. [LTC Office Hours](#)
  - x. [LTC Free Webinars](#)
  - xi. [50 States Remote learning plan](#)
  - xii. Coaches meeting is held every Tuesday at 12:30. Contact by emailing Nicole Zumpano at nmzumpano@ltcillinois.org
- c. Cyber-Security Update
  - i. Continue to keep Cyber-Security on high alert
  - ii. Porn alert
- d. Tech supply/availability Updates
  - i. Home Wifi options for students who don't have them.

## Submitted questions and requests

- 1) **What have we heard regarding device availability regarding the virus overseas?**
  - a) Depends on the Make and Model, and company.
  - b) Start asking now about availability for next year.
- 2) **With the news over the weekend about NY shutting down zoom, should our opinion of Zoom change?**
  - a) Zoom has updated their security
  - b) Lake Zurich has offered to share the documents that they are sharing
    - i) Contact Phil Howard: philip.howard@lz95.org
  - c) They are offering meetings with the CEO every Wednesday
  - d) Setting global setting to use waiting rooms eliminates a lot of issues
  - e) Using meeting passwords-password is encrypted and added to the URL that is sent to participants. It stops random number generators from pulling up a meeting ID
  - f) Use "lock meeting" setting helps to eliminate unwanted guests
- 3) **Google Meets as an option**
  - a) Easier for Google Shops to start up and integrate
- 4) **Requiring Face to Face meetings**
  - a) Some schools are requiring face to face meetings
  - b) Fenton looking for best practices
  - c) Not requiring students participate
  - d) Lee has added a resource for a free video training on conducting remote learning sessions
  - e) Using Jamf to capture IP addresses for discipline
- 5) **Options for Face to Face meetings**
  - a) Using zoom to record lessons
  - b) Using breakout rooms in Zoom to have more teacher supervision
  - c) Make sure that students are supervised
  - d) No recording of students
  - e) Students can use other methods to record, but should not. They need to be reminded that they are unauthorized
- 6) **How to help those that do not have internet at home**
  - a) Hot Spots if we have them
  - b) Comcast's free service
  - c) AT&T has discounted pricing
  - d) Programs available to make internet service more affordable resource:  
<https://www.highspeedinternet.com/resources/are-there-government-programs-to-help-me-get-internet-service>
- 7) **Attendance**
  - a) Using Canvas to record attendance
  - b) Continue focusing on those that you do not see participating
- 8) **Student LMS**
  - a) There have been an increase in use by both teachers and students
- 9) **Coaches**
  - a) Every Tuesday at 12:30 the LTC holds a Coaches meeting
  - b) Email nmzumpano@ltcillinois.org
- 10) **GHA offering free lunch in exchange for a phone call with Lee about your current and future tech needs**



## Open discussion time

### Chat discussion resources

Zoom Webinar hosted by Zoom every Wednesday through the end of April

[https://zoom.us/webinar/register/WN\\_9jdr63uuRuSRBX-yEJ2zVQ?zcid=1231](https://zoom.us/webinar/register/WN_9jdr63uuRuSRBX-yEJ2zVQ?zcid=1231)

Video Conferencing Services Student Data Policy Compliance

<https://docs.google.com/spreadsheets/d/117ZFyGokK1xsdjOd3KlXhJunvptzTkuSZmo1K-z-CM/edit?usp=sharing>

### Next week's meeting

Wednesday, April 15, 10am-11am

## Recommended Vetted Resources

Resource	Submitted by	Grade Level	Why Recommending
<b>NextStep's Networking E-Learning Platform</b> Free: E-Learning website to everyone  <b>Giving away the following courses:</b> <ul style="list-style-type: none"> <li>• Introduction to Microsoft Teams</li> <li>• Introduction to Google Meet</li> <li>• Best Practices When Conducting Remote Meetings</li> </ul> If you are interested in signing up yourself or your team, please submit a request to <a href="mailto:nsnhelp@nextstepnetworking.com">nsnhelp@nextstepnetworking.com</a> and our education department will reach out to you ASAP.  <a href="https://www.youtube.com/watch?v=OXtcsjkFuW0">https://www.youtube.com/watch?v=OXtcsjkFuW0</a>	Lee Steinsdoerfer K12 Tech Forum	K-12	This company makes helpful training lessons that are being used by many schools in Ohio. This could be a good free resource to use for staff in using these tools.
<b>ISBE's Document regarding recommended practice for Remote Learning</b> <a href="https://www.isbe.net/Documents/RL-Recommendations-3-27-20.pdf">https://www.isbe.net/Documents/RL-Recommendations-3-27-20.pdf</a>	ISBE in collaboration with the teacher Union leadership	K-12	All school remote learning plans must follow these guidelines.
<b>School Closure Planning Document</b> <a href="http://bit.ly/plantoclose">http://bit.ly/plantoclose</a>  Nicole's email: <a href="mailto:nmzumpano@ltcillinois.org">nmzumpano@ltcillinois.org</a>	Nicole Zumpano of the Illinois Learning Technology Center	K-12	
<b>Map of Xfinity WiFi Spots</b> <a href="http://wifi.xfinity.com/default.php">wifi.xfinity.com/default.php</a>	Multiple Sources	K-12	For those students who do not have home WiFi
<b>Guides to Video Conferencing</b> <a href="#">Video Conferencing Guide for Teachers</a> <a href="#">Video Conferencing Guide for Parents</a> <a href="#">Video Conferencing Guide for Students</a> <a href="#">Video Conferencing Guide for Parents</a> (Spanish) <a href="#">Video Conferencing Guide for Students</a> (Spanish)	Daniel Schmidt Lake Geneva Schools	K-12	Tips to provide to all stakeholders in regards to video conferencing.