

PGUSD Tech Committee Meeting Agenda/Minutes 8/23/2022

3:30 - 4:30: Online via Google Meet:

PGUSD Tech Committee Meeting

Google Meet Link:

<https://meet.google.com/sbw-qugh-znr>

[2022-25 Ed Tech Plan](#)

[Tech Plan 1-Pager](#)

We agree to...

- Presume positive intent
- Be present (virtually), open to new ideas, and participate fully
- Honor and use our time wisely

Meeting Outcome(s): New Year Kick Off Meeting - Review goals for the year: major projects and new systems in the works for 22-23. Share committee meeting schedule and format.

Present: [Algaze](#), [Binder](#), [Birkett](#), [Bradley](#), [DeVost](#), [Fong](#), [Gamble](#), [Grogan](#), [Maturino](#), [McCluskey](#), [Preciado](#), [Villagomez](#)

Agenda:

Topic	Purpose	Background Process	Person/Time
1. General Tech Updates (information)	Share out tech-related news from across the district	Start of the year challenge, success, concerns? Please share... :)	All ~15 min Fong (PGMS): Start of the year is going smoothly, working on the usual start-of-the year tasks. Addressing NWEA MAP testing issues. Gamble (PGMS): Diving further into Synergy Assessments - will be assisting teachers on piloting their first hybrid-style assessment, assist with administering the tests, and importing into Grade Book. DeVost (PGHS): Coordinating student device access for new advisory periods where students will be taking the NWEA MAP test. Thanks to Manuel for offering additional Chromebook charging cabinets for use at the HS for this purpose. Grogan (PGHS): Assisting teachers with new year Grade Book setups/settings. Starting to get into using Securly - district's new Chromebook monitoring platform - viewing some of the training videos. More teachers will be coming forward with wanting to use Securly in their classrooms. Preciado (FG): Happy to be attending to learn about what the tech committee does and how it operates. Villagomez (RD): Supporting MAP test administration, resolving a couple of printer-related issues - one being duplicate IP addresses, setting up student accounts in Google Admin, and started supporting students in the lab with basic computer literacy, intro to applications, etc. Maturino (AE): Working on resolving Adobe licensing restrictions, and assisting a teacher whose district-provided laptop was potentially hacked. Will be

			looking into this further.
2. PGTech Goals for 22-23	Identify and share top priority tech projects planned for this year: • Synergy (Y2 Focus) • Help Desk/Ticketing, Asset management • Staff Website/Intranet	As indicated in the updated Ed Tech Plan, we will be focused on bringing online a few new systems and corresponding workflows.	Binder, Algaze, Bradley ~ 20 min Binder: Shared out information on the the priority projects for 2022-23 - namely Synergy related activities including: • Additional Training and Support: Synergy Open Office Hours to be held on a monthly basis (already calendared) for front office staff (SIS) and teachers (TeacherVUE) • Synergy Assessment Module: will be the focus of future training this year to include additional on-demand video tutorials, walkthroughs, and demonstrations • Synergy Analytics: District is looking for a data reporting and visualization platform. Analytics is currently under evaluation and we'll be testing out various functions of this product, reaching out to other districts that are current users, and looking at pricing before making any final decision to purchase. Algaze: Shared information about Genuity, soon-to-be the district's new tech help request ticketing and asset management system. Genuity also contains a contract management component which will greatly assist the district with tracking and managing digital subscriptions and licensing contracts for Measure A-purchased online platforms and programs. Bradley: Described the district's new Staff Website/Intranet project which is currently in development and will serve to better organize and simplify access to staff-specific content and services; thus, reducing the amount of staff-only content currently in place on the district's public facing websites. The staff site will be secured out using Google SSO login for district personnel only.
3. Tech Committee Meeting Schedule and Format	Share 22-23 Tech Committee Meeting Schedule and format.	For the past 2 years (since the pandemic), the committee has been meeting virtually. This format has improved past participation and efficiency.	Binder ~5 min Binder: This year's tech committee meetings will be mostly virtual which seems to be working well and has typically improved attendance. However, two scheduled meetings will be held in person/F2F - Tuesday Nov 15 and Tuesday April 18. These meetings will be dedicated to prioritizing, finalizing, and endorsing the two Measure A list which will comprise the technology purchase requests/proposals for each semester. Once endorsed by the committee, the requests are presented to the Board for approval. Meeting Adjourned: 4:15.

Future Tech Committee Meetings::

- Tuesday, August 23
- Tuesday, September 20

- Tuesday, October 18
- Tuesday, November 22 (In Person)
- Tuesday, January 17
- Tuesday, March 21
- Tuesday, Apr 18, 2022 (In Person)
- Tuesday, May 16