

PGUSD Tech Committee Meeting Agenda/Minutes 4/23/2024

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

PGUSD Tech Committee Meeting

<https://meet.google.com/ctx-ahcn-ext>

[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): Share tech news/updates from around the district, and provide 2023-24 tech project updates, Discuss CAASPP Testing Tech-Readiness, Measure-A List for June/July Development, Identify Google Classroom - Synergy Grade Book Best Practices

Present: [Algaze](#), [Andersen](#), [Binder](#), [Bradley](#), [Gamble](#), [Parkey](#), [Gonsalves](#), [Ibrahim](#), [Tovani](#), [Villagovemez](#), [Dacuyan](#) (cameo), [Morrison](#) (via OtterPilot)

Agenda:

Topic	Purpose	Background Process	Person/Time
1. General Tech Updates (information)	Share out tech-related news from across the district	Any challenges, successes, or concerns? Please share... :)	All ~10 min Gonsalves (PGHS): First day of CAASPP testing today - one small hiccup from the printing of student IDs - the last digit of the 10-digit IDs for all students was omitted. Students could not log in. The issue was quickly identified. Within 15 minutes students were immediately able to start testing. Andersen (FG): Prepping for end-of-year testing. Will be confirming student IDs for CAASPP login. Working with teachers to provide updates on classroom instructional configuration models. Parker (FG): SBAC prep - hardware is in place and ready to go. Teacher logins are confirmed. Affidavits have been distributed. Mr. Russo has been putting testing kits together for teachers. Gamble (MS): Teachers sending our mid-quarter progress reports through TeacherVUE. Flex lab nearing completion. CAASPP test preparations underway - Test Admin staff refresh this Thursday.

			Ibrahim, Villagomez (RD): The Ublock issue has started coming up. Some teachers have reported that they are getting a webpage block notification. Algaze: We've recently made some adjustments to the security layer/webpage blocker that might be the cause of this. We'll continue to make settings updates to hopefully resolve the issue.
2. CAASPP Testing - Tech Readiness (discussion)	Prevent disruption of the testing process by ensuring system and hardware readiness.	End-of-year testing has arrived. To ensure a smooth administration, we need to identify and address any potential tech pitfalls and take steps to reduce issues as they arise.	Site Techs, Binder ~10 min Binder: The State's Secure test browser has been updated on all Chromebooks. Student test accommodations have been uploaded into TOMS and in place. As indicated, the HS and CHS are currently underway with testing, MS staff are receiving preparations this Thursday and the elementary sites will begin testing in two weeks. The network presents no hindrance with testing as has been the case for the last few years.
3. Development of Measure A-List for June/July (action)	Review current proposed tech expenditures for 2024 June/July A-List, address any concerns, and answer any questions about the items listed.	The second round of tech funding approval is reflected on the June/July 2024 A-List. We will vote to accept/endorse or reject/deny this list at our last committee meeting, Tues May 7 ahead of the May 23 School Board Meeting.	Binder, Algaze, Bradley ~15 min Binder: The development of the current list of tech expenditures is nearing completion. Many of the expenses are reoccurring - such as subscription and software renewals. Our final payment of our Chromebook refresh project is included. We continue to move ahead with our classroom tech updates/refresh project - mainly now focused at the secondary level. We'll hold an up-or-down vote to endorse (or reject) the current A-list at our next and last committee meeting of this year - Tues, May 7 to be held at the middle school's new Flex/Tech lab.
4. Google Classroom - Synergy Grade Book Best Practices for Teachers	Identify functionality pitfalls and best practices in the combined use of these two systems	Google Classroom has been used by teachers in PGUSD since 2015. There have been reports of parent confusion between the use of GC in combination with the Synergy GradeBook.	Binder, Bradley, Algaze ~15 min Binder: This topic has been brought up in the past by several parents - mainly middle and high school students. It stems from a lack of consistency in how different teachers are using the two systems - Google Classroom and Synergy Grade Book. Our goal is to get input from teachers (through our teacher tech leads primarily) on how the two systems are currently being used to identify areas or

			use/functionalities that can be standardized, eliminated, or adjusted to create greater consistency of use among teachers and a standard of best practices. We intend to provide this in a concise form to teachers at the beginning of next year as a set of guidelines for using the two systems in a complimentary manner. Andersen: We use Google Classroom (GC) mainly for sharing docs and other resources such as announcements (not assignments). Ex. Links to short stories, videos, and classroom activities. Not all teachers at elementary use GC. Only a few of the 4th and 5th-grade teachers at each site use the Synergy Grade Book for tracking student grades. 3rd-grade teachers only use TeacherVUE for attendance and completing report cards. GC integrates with other systems in use (e.g. Class Dojo, Securly) which assists teachers with rostering/class organization and student access to these other systems. Parker: Use GC to manage student online activities in the flex lab. Bradley: Use GC for class roster organization, Securly student monitoring, and other 3rd party apps to which GC connects with. It is a tool for students to access digital content from links and embedded videos. We do not use it for grading student work. Gamble: Teachers at the middle school do not use the GC grade book which is very limited (e.g. assignment point values are in increments of 10, default to 100). Some teachers might be using GC to post assignments (not simply announcements) without realizing that GC expects the assignments to be graded otherwise they get marked as missing and then the parents receive a weekly parent/guardian summary reflecting the missing work. This creates added stress. Another factor is the time it takes for some teachers to enter scores in the Synergy Grade book. The HS's 10-day (which is actually 8 days) Synergy Grade Book activity policy - teachers must update their grade books at least once every 8 days - seems like a good idea. Binder: Additional feedback will be collected from other teachers and reviewed with the site
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			admin to determine the best course of action for the achievement of greater teacher alignment and standardization of practice/use to reduce student and parent confusion and anxiety. Next and last committee of this year: Tuesday, May 7, 2024. Location: PGMS Flex/Tech Lab Meeting Adjourned: 4:25
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Tech Committee Meetings - 2023-24.

Google Calendar Invites for all dates will be sent at least 48 hours ahead of each meeting.

- Tues, May 7