

## Minutes ACTEM – May 14, 2007

Augusta Civic Center, Presque Isle HS, Noble HS, Yarmouth HS

### Welcome Introductions

Vince Vanier, President, opened the meeting explaining the “Civic Center” test of their network. Jeff Mann explained the system being demonstrated – Tamberg IP based video equipment. Over 30 applications being implemented in Maine via Grants. Jeff handed out information.

### Old Business

#### MEDMS – Bill Hurwitch

- Financial system up and running with 145 of 152 using the system with over 200 users. Data is flowing into the data warehouse.
- There is one more addition to MEDMS – expected year of graduation form (under forms menu) to establish cohorts for 9<sup>th</sup> graders. Only action needed is if they are NOT expected to graduate in the 4 years. Expect an informational letter.
- Next year is the last year for current MEDMS and there will be very few changes – citizenship status will disappear (do not change schema); school entry date will be clarified (entry date to be current school year); implementing a Citrix client to recognize Safari and Firefox; working to fix Power School issue on exit date; Policy for treating special purpose schools (i.e. Spurwink, Sweetser, etc.) will be sent.
- RFP being developed for Fall of 2008 implementation; focus group meeting May 24<sup>th</sup>; goal of local SIS and state needs.

Questions – will sections be shut down? Staff – end of June Student – end of July time lines will be sent out with an update.

Will the new system have direct conduits to the state? Absolutely, that is a main requirement. It will have a more portal type interface with parents / students access as well.

#### Website – Vince Vanier

- Behind scenes coordination has been implemented (<http://www.actem.org>)
- There are now samples of policies, tech plans and other released documents. If you have updated or new ones to post, send them to Vince.
- Aquaminds were offering a MAC mini for Noteshare communication – has been pushed back to possibly June. This will be supported at no cost from Learning Networks.
- Project SEED packets (from Maine Center which ends end of June) still receive many hits. An interface has been designed with prototype for bringing up access through ACTEM site.
- Working with orders online system for next Fall for software.

#### MainEd 07 – Gary Lanoie

- Committee members are on the website and they have been making progress. Will Richardson is Keynote speaker with pre-conference and several regular sessions.
- This year pre-conference, Thursday 2:30 – 5:30 at \$50 – expanding to as many as 8. podcasting, linux ipCOP, Will Richardson's, digital photography, Moodle and online teaching, Wikis by Vicki Davis, and a free MaineCite presentation.

- Added a lunch time block with box lunch choice
- Promotional flyer is being developed for end of this school year.
- Admission price - \$75 for groups; you can use end of year monies
- Civic Center network update – they are improving the network and this is our first test. The two problems were the pipe size and number of access points. Conference will be using the MSLN ATM site; 25 additional access points will be used in the Conference – waving the fee for using the network.

#### NEISTE – Vincent Vanier

- ME, VT, NH, CT, RI, MA – met at Worcester, MA and discovered that we are doing very well in comparison. Has been recognized by ISTE and is working for non-profit status approval.
- Discussions on what is working and not working at state levels – our purchasing may be expandable; regional opportunities
- NECC reception is scheduled – Dennis Crowe will represent us on Saturday and Tuesday night is the reception.
- Next meeting in VT during last weekend of September

#### Teacher of the Year – Gary (for Holly Smevog)

- Applications are online now for 2 winners and 2 runners-up.
- Selections will be made on the afternoon of the Sept. ACTEM meeting – if you wish to volunteer, contact Gary

#### Electronic Educator – Craig Dickinson

- Looking for pictures – summer training is the next topic. Send any possibilities to Craig.
- If you only wish the online version, contact Craig.

#### Business Report – Craig

- Membership – 702 members with 188 districts with about 400 listed as teachers. New memberships are now being accepted – ask Craig to send an invoice.
- Financials – handed out statements and they are posted online under Meetings. We have around \$280,000 equity. Showing a profit of around \$150,000 for year.
- Adobe agreement being signed with upgrade purchases for 2 years at a very good price. Information is on the web site under Adobe. If you need codes, contact Craig.
- Alpha Smart initiative through Maine CITE – on website
- FirstClass bulk buy – June 22 is final day. Get a quote from FC to put on PO. Still no renewal maintenance agreements.
- Net Trekker – subscriptions, contact them directly and since we combine with NH it is down to .95 per student.
- Atomic Learning initiative – contact Craig if interested
- Noteshare available the price is \$39.95 / license (this is not posted)
- Sybelius – music software; Parallels now available;

#### Professional Development – Dennis Kunces

- End of 8<sup>th</sup> year for PD
- We have obligated over \$15,000 to date. We have paid out to 22 people. We have 20 outstanding (15 took Moodle course) invoices.

Certification committee report – Alan Curtis, Andy Wallace

Alan spoke with state certification board to get requirements. We need to put together a proposal and then presentation. The state representative was not very encouraging. A long discussion on the future of this topic and the issues people have with their jobs, retirement, MEDMS etc.

## **New Business**

Election of Vice President

Dianna Summers, John Brandt seconded – Crystal Priest

Motion passed.

Business Manager position contract is being reviewed. Following this review, Craig will be offered the position.

Membership Rates

Present rates: District membership - \$25 including one individual / Individual \$10

Discussion followed resulting in Alan Curtis moved to leave fees the same with membership year running from October 1st – September 30<sup>th</sup>. Andy Wallace seconded.

Following discussion the motions were removed. Fees will stay the same and dates will be examined.

Meeting Dates 07-08

September 17, 2007 (this is a change)

January 7, 2008

March 17, 2008

May 12, 2008

Volunteer Maine / Boy Scout Program from Commission for Community Service (Kim Guadet) asking for endorsing placement of shortcut on school computers. Logistics seem to be overwhelming and suggest it be done on a school by school basis. ACTEM will send information to the list. [Volunteermaine.org](http://Volunteermaine.org)

NECC – June 24-27 in Atlanta

NEISTE reception Tuesday eve.

Chris Martin / Ruth's Reuseable Resources – combining. Watch for article in Electronic Educator

## **Round table**

- Bulk memory buy – flash drives will be offered in the Fall
- ACTEM role in summer professional development – Vince suggests we support more Professional Development for our members. How? -- put stuff on ACTEM web calendar; Bob McIntire – Title IID is going away. This year there is still an eMints session in Castine – Aug. 1<sup>st</sup> - 3<sup>rd</sup> with a cost of \$125 per person and 220 participants; Alice Barr – has any thought been put into the SEED model?; Bob Stackpole – what about podcasts of sessions?; Gary Lanoie – combine afternoon training sessions with ACTEM dates; Orono ATM and USM offerings; K-12Online in October;

- Journal of ASCD – next issues is Technology for schools. Looking for articles. Discuss with John Brandt. [Maineascd.org](http://Maineascd.org)
- Jan Kolenda – electronic devices policy was posted and will go to ACTEM
- Dennis Kunces – our reimbursement program Discussion – Motion to continue program as is John Brandt. Second Alan Curtis Dennis Kunces would continue to head the committee. Motion passed.
- Craig Dickinson – York County Coordinators Group – May 25<sup>th</sup> Sanford Back Street Grill sponsored by Sophos.

Motion to adjourn – OLD TOWN director  
seconded Alan Curtis  
passed