

ACTEM Business Meeting Minutes for September 17, 2007

The meeting was called to order at 9 am at the Augusta Cross Office Building with President Vincent Vanier presiding via ATM from Presque Isle. Additional ATM sites Bonny Eagle High School, Noble High School, and Shibles Hall UMaine (broadcast only).

Vince announced the meeting was dedicated to Sally Riordan of China Primary/Middle School who passed away on September 8.

May Meeting minutes - one correction - meeting was held at the Augusta Civic Center and it was the Tanberg system that Jeff Mann supplied. Gary Lanoie moved - Trey Bachner 2nd - minutes accepted as adjusted.

New Business

Bill Hurwitsch delivered a MEDMS update announcing that Infinite Campus had been selected from six bidders as the new MEDMS provider after going through a complete RFP/Bid/Demo process. Infinite Campus, running on SQL, was the only vendor who came in with a full hosting option. References pushed the decision as Infinite Campus is popular in Kentucky, S. Dakota, and with the Bureau of Indian Affairs.

- IC was judged the best system for resolving issues when students transfer and has an easy-to-use process for looking up students enrolled in other districts.
- IC will be responsible for hardware, software, and hosting at the IC data center in Minnesota.
- IC will not be as taxing on bandwidth hosting from MN. Ray Poulin continues to work on strengthening the network backbone as a result of focus group recommendation for a more stable state system.
- Three pilot sites are planned for this school year with plans for the state system to be in place by August 1, 2008.
- UNICOM will support IC provide local training.
- Schools will still be able to do uploads from local SIS and it is also possible to do an SIF crosswalk. IC is SIF certified.
- District SIS edition is part of the package. Commissioner wanted capability for this to also be a local SIS system.
- State will pick up all license fees, hosting fees, and \$7 per student. Standard conversion fees will be covered by the state. The state contract is a work in progress.
- On-site end user training is a part of this project. IC also has a help desk component.

Vince asked Bill for a FAQ list to be posted. Also - local hosting - UNET

connection issues?

Anybody with questions send them to Bill and once the contract is finalized, he will post the FAQ.

As far as hosting goes, that's part of the reason for the pilots.

Jan Kolenda - thanked Bill for having the focus group and the process. Dave Person (Skowhegan) has replaced the departing Steve Smith (Waterville) on the management team. Bill expressed gratitude for committee contributions.

ADS will remain a stand-alone system.

They are working on an RFP for transportation - trying to make this a hosted system instead of local systems.

Craig Moore asked if end-user training was part of the RFP. Yes. The first line of help is IC. IC plans to visit every district.

Current MEDMS update - 1/4 of the way there for student uploads. Haven't seen any real problems yet this year. Safe Drug Free Module - mandatory this year - hope to have a letter going out to Superintendents this week.

The state did receive a grant from the feds for longitudinal data. They are now working on an educational data dictionary. The primary focus of the grant is to provide local schools with data.

Dennis Crowe inquired about student changes towns in MEDMS - have to end enrollment and then recreate it. Major issue - and one of the reasons that they are dumping it in MEDMS.

Educator of the Year Award - 9 candidates - Banquet Thursday night before the conference - Vince spoke about last year's banquet and the inspiration provided by these people.

Maine ED - 20th annual conference - Gary Lanoie

- Last year 3 pre-conference workshops; this year we have 8
- Last year 49 total for Thursday sessions, so far have 92 registrations - Podcasting and Will Richardson's session are full.
- 375 registered so far - last year there was a total of 700 including vendors.
- Trey Bachner working on the wireless network at the Civic Center - Trey will be on site testing the system.
- Will Richardson is our keynote
- Starting about 15 min. earlier (8 am).
- Offering box lunches as well as a sit down lunch to try to cut down on the long lines also doing some lunch sessions.
- Have 70 booths in the conference area – 60 different vendors so far, 24 new vendors.

Assistive Technology questions - should vendors be there?

DOE Updates - Vince - MLTI projects - need to stay updated on the dates of trainings. Otherwise, no updates

NoteShare Server Project - Scott Love donated a Mac Mini and a Noteshare server. Crystal Priest and Mike Nolette will post/moderate the server.

Looking for uses for this server - would like to have useful content on the server.

Diane MacGregor's student led conferences through Noteshare server. Soliciting for Notebooks to build content there.

Software Promotions, Membership, and the Business Manager's report –
Craig.

- The majority of the inventory listed on the report comes from July 1 POs and the end of year/beginning of year issues.
- Profit/Loss - extraordinary year - mostly due to the Angus King memory "grant".
- Software Sales - went up to \$480,000 over the year before.
- Conference was profitable again last year.
- Expenses - awards and staff dev were up. Over \$23,000 in staff development.
- Showed a profit of \$113,000 last year.
- First 2 months so far - cash position down - \$140K in accounts receivable - Upped the CD to \$90,000 in Bank of America, will open a 2nd CD this fall in another bank.
- Income for July and August '07 of about \$42,000 after a strong summer. The conference has already taken in \$48K with 3 weeks left to go.

Membership was up to 705 members at the end of the year. So far 111 districts and 455 individual members, 6 public libraries. Libraries can buy under the Microsoft agreement.

Software

- Sophos - prices went up Sept. 1 considerably - posted on the web site. About a 20% price rise with 500 min. Can still aggregate orders.
- Symantec is also coming this year to the conference, they do seem to be open to putting us under an umbrella agreement with Umaine - Craig is working on an agreement.
- Hyperstudio is coming back around - Put out by Software MacKiev. Melanie Chasse is now doing marketing with Software MacKiev instead of at Apple.
- In negotiations with Ed Resources for Write Brain, may expand to

- Hyperstudio as well.
- Have an agreement with Origin Instruments - accessibility materials - www.origin.com Ghost Reader - will read in a natural sounding voice. Demo versions online.
 - Adobe maintenance agreement - through October if you own a current Adobe version you are eligible to just purchase maintenance through July 2009.
 - Adobe's licenses are cross platform. May have to spend \$25 to buy the media.
 - Peter Mullins - Parallels - @500 - \$43.50 need to get orders to Craig before the end of Sept. Lots of interest in Parallels. Peter asked to keep people in the loop about how to hook parallels running.
 - Craig talked about Microsoft school agreements - ask Craig specific questions.

Professional Development

- Dennis Kunces - \$16,940 in staff dev funds issued. 53 people have taken courses.
- Dennis keeps the official Prof. Dev. figures, which will not match the Business Manager's report. Craig estimates June 30 how many who have applied will follow through for payment. Not all do.
- For the new school year have already payed out \$2488 and have an estimated \$4000 in the pipeline.

ISTE Report - Vince

ISTE and ACTEM entered a co-marketing agreement for NECC. We will have a block of housing for ACTEM members at NECC. Will also get a complimentary membership for every 15 members. Will probably give them away the following year as door prizes. If you are interested, contact Craig to coordinate this.

Vince - the earlier discussion about financials - brought back another discussion from somebody in N. Carolina - conf. was at the same time as a hurricane this wiped out the conf. and almost wiped their group out. The bottom line is we need to have a bankroll in case of emergencies. This is really the purpose of the CDS.

Talking with New Brunswick about collaborating more with them. A group will be coming down to the conference.

Vince talked about the Atlanta NECC conference - Reassuring that we are closer to the crest of the wave around the state in terms of best practices. 2008 - really should send an ACTEM rep to the San Antonio conf.

NEISTE –

- The fall meeting has been backed up to November in VT.

- Sophos is very interested in marketing to CT in particular. Craig reported two sales to Connecticut schools of about \$2500.
- Possibility of combining all 6 NE states for a spring FirstClass promotion is being examined.

Old business- Vince

- Received email from Nichole Mitchell - web site promotion -
- www.volunteermaine.org on as many web browsers as possible. Please promote this site.
- Professional development - helped sponsor 2 summer events - door prizes went to the Belfast Summer Institutes and sponsored the NELLIS/FOSSED banquet at Gould.
- Had over \$15,000 in staff dev. funds committed to people.

Vince - We do 2 things that serve our group well - Main ED and Staff Dev - we want to continue to grow these areas.

Technology Coordinator Certification-Roundtable discussion

- Dennis Crowe - Basically the state is saying, "Thanks, now go away."
- Andy Wallace- The amount of paperwork we need to complete to get the ball rolling is substantial.
- Allen Curtis- It hasn't happened with the Business Managers. They have been trying for years. Why should it be different with technology coordinators?
- Vince - It is important to be able to identify what these positions are, and what it will take to fill the needs in the districts.
- Allen- We might circumvent the state and approach the Supt's with a list of skills and responsibilities a tech coordinator should have.
- Crystal- At least they would have the terminology to work with.
- Trey Bachner- Superintendents don't really have a good handle on technology support for large consolidated district and could use the help. We as a group need to complete this framework and get the word out we tried to follow the process but met a roadblock. ACTEM has become a pretty powerful organization around the state and we will be listened to. Here are the skill sets we believe people should have.
- Dennis Crowe- We need to go to the Superintendent's organization or maybe even legislators. At the very least they need to hear what WE THINK a technology director is.
- Allen- It would be very useful to be able to say to the regional planning committees when you start talking about bringing your networks together you really need somebody with these skills.
- Joe Makley- The commissioner says one of the keys of consolidation is that we will now have the appropriate staff in the districts. Technology is an octopus with arms reaching into all school areas who are requesting more

- support. The timing is good (for ACTEM to take a stand).
- Jan Kolenda- Cautioned about listing of skills that no one person could have. Need to show the cross-levels and the generalist types. The bigger the district the more specialization.
 - Allen (who is a consolidation facilitator) - Most RPCs are not at the point of dealing with technology issues. eRate and MEDMS will be difficult. Can of worms. List of essential personnel does not include tech director.
 - John Brandt - Maybe we ought to become the professional standard-setting group.
 - Dennis will call a committee meeting and put it out on the ACTEM list for anybody who wants to join this whole certification discussion. Probably in October sometime.

Email from Jerry Holt - is there any discussion regarding the 5% reduction in EPS funding that the commissioner is proposing?

Nobody has heard about the 5% reduction for EPS funding for technology.

Next meeting Jan. 7th.

Adjourned at 11:10