

**Tech Committee Agenda**  
**Thursday, March 2, 2017**  
**Westwood Conference Room**  
**3:30 PM – 4:30 PM**



**Norms:**

- Assume positive intent and check assumptions
- Contribute to the learning of the group by being engaged, listening, and sharing the floor
- Focus on *interests*, not *positions*
- Limit disruptions from sidebars and electronics
- Come prepared; follow-up when appropriate; keep confidentiality

<b>Topic</b>	<b>Outcome/Decision Pts</b>	<b>Prep for Discussion</b>	<b>Time(minutes)/Facilitator</b>
<b>Welcome and Focus for the day</b>	Identify the performance tasks and expected outcomes for the day.	None	5 / Stefan & Ron
<b>SAMR Model</b>	Provide the committee with an understanding of the how technology can be used for learning experiences.	Read the article posted on the web page	5 / Ron
<b>Review of Draft Vision Statements</b>	Review drafts from the previous meeting and begin synthesizing them into one statement	Review the drafts posted on the web site.	10 / Ron
<b>Review of Current Vision &amp; Mission Statements</b>	Review the existing statements to determine if there are topics to be carried forward.	None	10 / Ron
<b>Establish Working Groups</b>	The committee will divide into work groups and identify priorities for that area.	Think about what target area you want to focus on.	20 / All-Ron
<b>Report Out</b>	Each member will understand the focus of each work group and will provide feedback to support them.	Select a representative to report out on the group's work.	5 / All -Ron
<b>Next Steps and Q &amp; A</b>	What's next? What's expected for the next meeting? Next Meeting Date = _____	None	5 / All

**WORK GROUPS**  
**March-June 2017**

<i>Focus-Target Areas</i>	<i>Intended Outcomes</i>	<i>Members</i>	<i>First Meeting Date</i>
<b>Assessment &amp; Data</b>	To streamline and maximize the collection, analysis, and use of data.		
<b>Curriculum Integration &amp; Professional Development</b>	<p>To embed digital and personalized learning into all content areas.</p> <p>To support and prepare students and staff for the next generation of assessments (MCAS 2.0).</p> <p>Equip all staff with the professional development necessary to integrate digital learning into their daily lessons.</p>		
<b>Family &amp; Community Communication and Engagement</b>	To communicate and interact promptly and efficiently with our students, their families, and the community.		
<b>Infrastructure – Policy and Sustainability</b>	<p>Strengthen our technology infrastructure to support individual devices for students and staff, and mobile learning experiences.</p> <p>Transition from an acceptable use policy to a responsible use policy.</p> <p>Identify strategies to sustain ongoing support and financing of technology upgrades.</p>		
<b>Programs-Subscriptions &amp; Interventions</b>	<p>To support the effective implementation of academic intervention for students.</p> <p>Expand learning opportunities for students and staff outside of the classroom and school day.</p>		
<b>Other:</b>			
<b>Other:</b>			