Thursday, December 12, 2024
Southern Lehigh Administration Building
5775 Main Street
Center Valley, PA 18034
2:00 pm

Technology Committee Minutes Thursday, December 12, 2024 pending approval.

1. **Opening Procedures**
   a. Call to Order
      i. Melissa Torba called the meeting to order at: 2:12 pm
   b. Recording of Attendance
      i. Present: Eric Fluck, Emily Gehman, Melissa Torba, Michael Mahon
      ii. Absent: Eric Boyer
      iii. Others Present: Rich Stampone (joined at 2:18pm), Karen Trinkle (joined 2:38pm)
   Notion: Melissa Torba left the meeting at 3:55 pm and returned at 4:08 pm

2. **Approval of Meeting Minutes**
   a. **[November 11, 2024 Technology Committee Meeting Minutes](#)**
      i. The meeting minutes of November 11, 2024 were approved.
3. **Agenda Items**
   a. **Discussion of Acquisition of Student Devices 2025-2026**
      i. **Cost Estimates**
         1. Due to new testing requirements third grade devices will need to be considered. Discussion continued regarding adding keyboards for third grade. More discussion will be needed regarding this topic. Cost comparisons between chromebook and ipad were discussed. Committee recommendations were that Macbooks for the middle school will be taken off as an option for new devices moving forward.
      ii. **High School**
         1. Discussion occurred briefly regarding the use of a macbook vs an iPad (with a smart pen) in High School. We will be engaging Apple in a meeting where teachers will be invited to speak directly with Apple, and ask questions.
      iii. **Middle School**
         1. Currently Mac's are being used in Middle School. Significant repair fees for these devices. Committee recommendation will be to move forward with the iPad vs. Mac.
      iv. **Implications for Intermediate School**
         1. Committee discussed not being able implement new devices at all schools at the same time. The vision and plan will be to utilize chromebooks for the 2025/2026 school year with the plan to replace them for the 2026/2027 school year. More discussion around this topic will occur.
      v. **Next Steps**
         1. **Staff and Student Training**
            a. The District will need to add training for students and teachers with regards to having an Apple platform. Apple will be engaged in this process.
   b. **Infinite Campus Update**
      i. **Historical Data**

1. The following update was provided regarding historical data and Infinite Campus: Berks IU is working to crosswalk the data. There was continued discussion about "historical" data and what it meant with a definition defined.
   ii. **Special Education Forms**
      1. No update was provided regarding Special Education Forms.
   c. **Security Update**
      i. **Establishment of Pre-conditions for Comprehensive Security Upgrades**
         1. **Multi-Factor Authentication**
            a. Email sent to principals and assistant principals explaining the email that will be distributed to SLSD staff. Multiple discussions occurred therefore the topic was added to the next Admin meeting scheduled for 12/16 at 12pm. We will be defining a date that will require ALL staff to be utilising multifactor for login.
         2. **Updating district rosters/groups**
            a. Currently working on cleaning up active users and suspending the users that are no longer with the District. Also cleaning up distribution lists per building in collaboration with principals to confirm who should remain on the lists, who should be removed, and who should be added. Distribution lists for Hopewell, Liberty Bell, IS, High School have been completed.

4. **Adjournment**
   a. Adjourn
      i. Meeting was adjourned at: 5:16 pm

Notes taken by Eric Fluck. Transcription of notes respectfully submitted by:

Anne Marie Lobley

Anne Marie Lobley, Board Meeting Recorder & Executive Assistant to the Superintendent