



**Southern Lehigh School District
Technology Committee Meeting Minutes
June 6, 2024**

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Technology Committee Meeting Minutes
June 6, 2024
Conference Room
Southern Lehigh Administration Building
5775 Main Street
Center Valley, PA 18034
6:00 pm**

Technology Committee Minutes Tuesday, June 4, 2024 pending approval.

1. Opening Procedures

- a. Call to Order
 - i. Meeting was called to order at: 6:04 pm
- b. Recording of Attendance:
 - i. Present: Melissa Torba, Emily Gehman, Eric Boyer, Stephen Maund
 - ii. Others Present: Dr. Karen Trinkle, Christopher Summa, Michael Mahon

2. Approval of Meeting Minutes

The meeting minutes noted below were not approved requesting the following changes: Committee is requesting that all meeting minutes pending approval be scanned and sent with the next committee agenda for review as a committee. They then will be placed on the following meeting agenda for public approval.

- i. [January 30, 2024 Technology Committee Meeting Minutes](#)
- ii. [March 18, 2024 Technology Committee Meeting Minutes](#)
- iii. [May 9, 2024 Technology Committee Meeting Minutes](#)

3. Professional and Administrative Staff Device Purchase

Discussion occurred regarding the following professional and administrative staff devices purchases. The following was noted: Motion was open ended, at the time, M2 was being discussed. The team reviewed this purchase and found that an M3 had additional capacity for the next four years. The M3 model also provides additional functionality and flexibility. With the cost differential between M2 and M3, further discussions with Apple, and financing options, the recommendation was made to upgrade to M3.

Discussion continued on the buy back process and number of devices purchased. It is estimated that 280 will be deployed throughout the summer and into August. An additional distribution can be planned by December. The number of units to be sold back will be further discussed when a determination is made for student devices.



AppleCare was also discussed and determined to be a very good value for the district, on average, over time, 4 years of coverage for AppleCare. Discussions will need to take place at the end of the lifecycle with respect to the current lease. It was confirmed that the cost of the device and AppleCare was firm. Devices were ordered and should be on site the second week of June. Unpacking and configuration will begin once devices are delivered. Communication and support to staff to prepare and deploy and collect devices. Device collection and consultation with vendors has begun.

- a. MacBook Air M3
 - i. New recommendation over M2
 - 1. Dual Monitor
 - 2. AI Emergence
 - 3. Life Span Increase
- b. Costs
 - i. 0% financing

4. Student Device Inventory Update

Discussion occurred regarding student device inventory. The following was noted; that the traditional cycle of new ipads and Chromebooks were purchased as noted below, through the traditional rotation of inventory. There is no current lease for ipads, devices have cases and do not cost as much to repair. There is no AppleCare needed for iPad devices. Discussion continued regarding the utilization of a Logitech Crayon or Stylus to integrate the use of application based tools noting the Stylus as a more long term device solution as opposed to the alternative of changing year to year. Discussion concluded noting that consideration should be placed with respect to the procurement of devices in this rotation earlier to provide more time for staff to prepare and deploy.

- a. Hopewell Elementary and Liberty Bell Elementary Devices:
 - i. iPad purchase
- b. JPL Intermediate School Devices
 - i. Chromebook Purchase

5. Southern Lehigh High School Status Update: Canvas

Discussion occurred regarding SLHS Canvas update. The following was noted; this is not a school wide, universal platform. Professional Development opportunities have been offered to staff for further growth and learning. Discussion continued regarding the frequency with which students and teachers utilize Canvas and expressed concern that there is not full utilization of Canvas at this time. Discussed differences between Google classroom and Canvas and because there is interest in both the district plans to support this process as options are considered in the future. Will need to assess goals and outcomes making a determination after new systems are in place.

6. Discussion of student hardware deployment for 2024-2025 school year

Discussion occurred regarding student hardware deployment for the 24-25 school year the following was noted: Discussion began with collaborative efforts to address the potential transition to Chromebooks for Grade 7. Consideration of impact of Chromebooks to grade 7, if



purchased or if students were to remain with the current device (MacBooks). MacBooks are currently in place, are not in warranty and are aging. Vast majority of usage can be considered as a browser. Reviewed device repair and damages and cost in Grade 7 with residual value and comparison if Chromebooks were purchased; the cost of new devices in comparison to MacBook and repair costs. Apple is not making a recommendation for purchasing MacBooks. While there is a good case for iPads this is coupled with a need for increased and intense professional development.

Discussed the overall plan since AppleCare has expired and the plan moving forward for the Middle School. Discussed observation features and from a teacher perspective what needs to be done should we need to provide support for observation of student devices. Discussed workflow of devices being updated remotely. Continued discussion moved towards future planning and long term planning from a device perspective.

7. Adjournment

a. Adjourn

- i. Meeting was adjourned at: 8:11 pm

Notes taken by Dr. Karen Trinkle, transcription of notes by Anne Marie Lobley, Executive Administrative Assistant to the Superintendent and Board Recorder.