

## SPS-Safe School Reopening Task Force – Sub Committee Meeting Notes

Date: 7/28/20

Committee Name: Technology Access

### Attendee Names:

Scott Kerwien	Darren Cromeenes (abs)
Betsy Weigle	Holly McClanahan
Clay Gehring	Kelsy Shatto
Greg Trepus	Mark Miller
Kristin Whiteaker	Nerissa Meyer
Jameus Hutchens (abs)	Tami McCracken
Carmen Mercer	Eric Enser
Corey Turner	Chris Dunn
Chet Paulson	LeAndra Meyers
Adrian Espindola (abs)	Andre Wicks (abs)
Matt Beal (abs)	Brent Purdue
Kent Hibbard	

### Meeting Notes:

- Betsy & Greg showed the form for the 1-1 Checkout
  - o Still working on Parent Agreement language
  - o INPUT FROM THE GROUP
    - Can families change their mind after agreeing to taking home laptops?
      - Need to discuss, it could happen
      - May also need to be finding other options if there is persistent damage to devices repeatedly
    - The form says devices are filtered at all times – does this carry forward district filter rules (i.e. no games?)
      - Yes, it carries forward district internet filtering
    - Does the form capture the user who is helping the family complete the form?
      - Yes, because that user has to login it will capture who helped the family
    - Is it possible to not allow the form to be submitted until all fields are completed?
      - Yes, and it would be good to highlight the missing components
    - Would be good to have info to families that personal devices can't be supported by ITSC.
- Data Tools Report for Schools to Manage Checkout Form
  - o Form allows to filter by students with missing checkout forms and link to digital checkout form to support the form to be completed
  - o Supports device “swap-out” so returning devices can be replaced by 300 V2s and can then fill inventory from HS -> MS -> Elementary.
    - INPUT FROM THE GROUP
      - Do we have a category for families who have opted out via the checkout form?

- Yes, confirmed this will be a category
  - Would be good to know if families select opt-out because they already have access or because they don't want to have access and teachers would need to provide paper/pencil options.
    - Need to update form to include options for families to provide as much context as possible – potential “Other” fill-in-the-blank option. [Keeping generic as possible]
  - Would be helpful to have download feature for Excel to filter by teacher/grade/etc.
- General access is admin/counselors – let Assessment know who else should be included
  - TISs should be included and other groups would be pending labor agreements
- Be mindful of student/family data stored from form and provided in Data Tools report.

**Questions/Wonderings:**

- In notes

**Follow Up/Next Steps:**

- Hoping to have a draft version of the final online checkout form for next week.

Next Meeting Date: *Tuesday, 8/4/20*