

REGIONAL SCHOOL UNIT NO. 57
Office of the Superintendent
Waterboro, Maine 04087

PR-Technology Committee Meeting Minutes
March 19, 2018

EAST BUILDING – TECHNOLOGY DEPARTMENT

Committee Members:

David Allen	Judith Vasalle	Rhonda Doucette
Anastasia Ferguson	Jodi Laine	

Others Present:

Barbara Gauvin	Angela Madigan	Melissa Roberts
Kevin Perkins	Cathy Poulin	

AGENDA:

- A. Call to Order**
Meeting was called to order at 6:02 p.m.
- B. Declaration of Quorum**
A quorum is established with 5 members present.
- C. Adjustments to the Agenda**
No adjustments to the agenda needed.
- D. Approval of Minutes from January 29, 2018**
The minutes were approved with one change.
 - Anastasia was not present for the 1/29/18 meeting.
 - Mrs. Vasalle should be changed to Miss under G. New Business section a.
- F. Old Business**
None.
- G. New Business**
 - 1. Technology Update**
 - a. BrightBytes Survey**
The committee designed survey questions for parents that are directly related to the survey questions that were used in the Technology Plan. These will be placed in a survey format and sent to parents via email by each school. The survey will be available in paper form on request.
 - b. Synergy Update**
Weighted Grades – AP and Accelerated class scores are weighted. Conversion scales have been created. The scales will add the weight automatically within Synergy so that the weighted scores will show on the report cards and on the transcripts. Parents will be able to view both the weighted and unweighted scores in the gradebook section of ParentVUE, Synergy's parent portal.

Scheduling Training – Next week, March 27-29, guidance counselors from the middle school and high school will be trained on how to use the Mass Scheduling tool. They have been working for the past month to manage course requests for next year's schedules. The scheduling training will give them the knowledge of how to translate the requests into individual schedules.

Online Registration – Online Registration is ready to go, but was finished too close to the start of Kindergarten Registration to use it during this process, given that we would not have time to train secretaries on the process. We will work with one school in May to put the process into place in a limited scope and use it for everyone during the summer months.

Gradebook Training – Middle school teachers were trained on how to use the gradebook feature in Synergy. Elementary teachers were scheduled to be trained on the Staff InService day that was cancelled due to snow. Training for elementary teachers will be organized with each individual building administrator.

2. Review of Policies:

The purpose of providing committee members with the following policies at this meeting is to provide exposure to the policies that will be under review in the upcoming year. Those policies in red (KB – KDA) will be reviewed in the April 23, 2018 meeting or as many as possible during that meeting.

KB – Parent Involvement

KBF – Parent Involvement with Title 1

KCB - Community Involvement in Decision Making

KCD – Public Gifts/Donations to the Schools

KDA – Public Information Program

KDB – Public's Right to Know / Freedom of Information

KDD – Media Relations

KE – Public Concerns and Complaints

KF – Community Use of School Facilities

KF-R – Community Use of School Facilities – Fee Schedule

H. Other

The Committee encourages each school to use the Massabesic name whenever possible such as in letterhead, webpage, school logos, newsletter, etc.

I. Adjournment at 7:07 p.m.

Next Meeting:

April 23, 2018 at MHS East Technology Department

Agenda Items

- Synergy Update
- RSU 57 Facebook Page Data Review
- Policy Review (Policies KB, KBF, KCB, KCD, & KDA)