

## MINUTES

### AROMAS-SAN JUAN UNIFIED SCHOOL DISTRICT

#### TECHNOLOGY COMMITTEE MEETING

**OPEN SESSION: 3:30 P.M. Tuesday, September 10, 2019**

Meeting Location: District Annex-PD Room

2300 San Juan Highway, San Juan Bautista, CA 95045

**Mission:** Aromas-San Juan Unified School District, in partnership with our families and culturally rich community, empowers students to be self-directed learners, effective communicators, and global critical thinkers. We educated in an inclusive, caring, collaborative, creative, learning community engaged in real-world problem solving, learning to learn, and habits of mind.

**Vision:** A thriving learning community committed to equity and excellence.

**ACCOMMODATIONS** - In compliance with the Americans with Disabilities Act, the Aromas-San Juan Unified School District encourages those with disabilities to participate fully in the public meeting process. If you have a special need to allow you to attend or participate in our public meetings, please contact our office at (831) 623-4500 well in advance of the regular meeting you wish to attend so that we may make every reasonable effort to accommodate you, including auxiliary aids or services.

**PUBLIC INSPECTION** - Documents distributed for public session items, less than 72 hours before the meeting, are available for public inspection at the Aromas-San Juan Unified School District Office, 2300 San Juan Highway, San Juan Bautista.

#### **1.0 CALL TO ORDER AND ROLL CALL Meeting Called to Order at 3:33 p.m. by Michele Huntoon.**

**Members Present:** Trustee Dizon ☐ Trustee Powers X Michele Huntoon X Angela Crawley X Heather Howell X Elizabeth Cord ☐ Teri Marshall ☐ Wendi Gurnee ☐ Sam Torres ☐ Dr. Jim Pisano X Mariana Solomon X Tyler Wilken X

#### **2.0 PLEDGE OF ALLEGIANCE**

#### **3.0 APPROVE AGENDA**

After the agenda is posted, items coming to the District's attention may be presented by members of the Governing Board and the Administration upon determination by a majority vote that an emergency exists.

Motion by Member Casey Powers, 2nd by Member Tyler Wilken Howell

**Vote:** Unanimous

**4.0 BOARD NORMS** To make meetings positive and productive experiences for all, we make the following collective commitments to each other:

- We will start and end meetings on time, as published in the agendas.
- We will prepare for meetings by researching topics and asking questions in advance.
- We will trust the expertise of District employees in implementing the mission and board policy.
- We will treat everyone in a respectful and fair manner and be open-minded to all points of view.
- We will create an environment where communication is accessible and audible for all.
- We will collectively support the authority of the Board as a whole, not as individuals.
- We will affirm the voices of the public while maintaining the structure under the Brown Act.

## **5.0 PUBLIC COMMENT (none)**

The ASJUSD Technology Committee “Board Committee” welcomes you to our meeting. The Board Committee may not engage in an in-depth discussion regarding public comments on non-agenda items per California law. Therefore, you are encouraged to contact the Superintendent and/or Board Committee members before the meeting to answer questions or discuss issues. Personnel matters and pending litigation may not be discussed during public comments. You are welcome to offer public comments at designated times during meetings. Speakers are limited to 3 minutes each with a 15-minute per-item limit. Comments may be offered on non-agenda items during General Public Comments and/or on agenda items after Public Comment has opened and before Board Committee discussion/deliberation begins. In all instances, please complete a Public Comment Request Card and submit it to the Board Committee.

## **6.0 INFORMATION/DISCUSSION ITEMS**

### **6.1 Student Information System**

Superintendent Huntoon reviewed the conversations today regarding the presentations by Infinite Campus and Aeries. She shared the discussions and determination by the Technology Committee. An update to implement the online hosted system of Aeries regarding the conversations with the COE. We are looking at an implementation on July 1, 2020, which will include training and two years of data conversion by Aeries.

### **6.2 Technology Plan**

The Technology Committee has had starts and stops on the Plan. During the meeting we discussed the use of a template offered on the CDE website for free. During the meeting, the group began assigning different sections to begin drafting a Tech Plan that will meet the needs of the District. Assignments thus far are as follows by Section:

- 1.a. – Janet and Michele
- 1.b. – Pause
- 1.c. – Jim
- 2.a. – Tyler Wilkin
- 2.b. – Principals
- 2.c. – Michele
- 2.d. – Heather
- 2.e. – Janet (BP)
- 3.b. – Angela

Michele sent out a copy of the Template from CDE to all the committee members for their review. The assigned sections will be reviewed in draft at the next Committee meeting on October 15, 2019 at 3:30 pm.

### **6.3 Additional Discussion Items**

- Technology Plan
- Additional Discussion Items

#### **7.0 UPCOMING MEETING DATES**

- |                     |                 |                          |
|---------------------|-----------------|--------------------------|
| • October 15, 2019  | Time: 3:30 p.m. | Location: District Annex |
| • November 19, 2019 | Time: 3:30 p.m. | Location: District Annex |
| • December 17, 2019 | Time: 3:30 p.m. | Location: District Annex |

#### **8.0 RECOMMENDATIONS FOR FUTURE MEETINGS**

Items below are placed on agendas as soon as possible or when appropriate unless otherwise stated.

- Technology Plan
- Additional Discussion Items

#### **9.0 ADJOURNMENT (5:00 p.m.)**

Motion by Member Tyler Wilken, 2nd by Member Heather Howell      **Vote:** Unanimous