



DeWitt Public Schools  
Technology Committee Notes  
April 16, 2008

I. Budget Freeze

The current year budget has been frozen. This impacts the plans to work on the voice and video infrastructure this summer. It will not impact the purchase and roll out of Infinite Campus.

II. Infinite Campus Schedule

Infinite Campus training began April 15<sup>th</sup> with a 3 day core team introduction to the program. The core team will establish policy and implementation norms for the setup of the program as well as how it will be used by teachers, by clerical staff and administration.

Training for clerical staff will be held following the end of the school year as well as in the fall.

Training for teacher coaches will occur in mid August, and they will in turn train the teachers on the first day back in the fall.

Our first data set has been converted into Infinite Campus and we are currently working to clean up the conversion process. This process will repeat several times before our go live date on July 14<sup>th</sup>. A final clean up will occur in the fall when we enter updated data from parent enrollment card updates.

All of the documents that are being used in Infinite Campus deployment are being stored in a central location on the shared drive. Feel free to view them at your leisure:

I:\Staff\Infinite Campus Core Team

III. Technology Plan Updates

Building Technology Integration Plans have been received from the following buildings:

Fuerstenau  
Schavey

Herbison Woods  
High School

These plans will be used to report progress to the administration and to keep current in the technology planning process.

The current district technology plan expires in July of 2009. The planning process to establish new goals for the plan will begin in the fall. The process will include establishing new technology integration goals for each building.

IV. Open Office Training and Tips

The technology office held training for Open Office on April 9<sup>th</sup>. Although the district wide session drew very small numbers, the attendees were very pleased with the information shared with them.

Weekly tips on the use of Open Office are now going out on a weekly basis to staff via e-mail. The feedback from staff that the tech staff has received about the tips has been positive.

V. Software Update

Although we have been evaluating some software for different various applications, the budget situation will delay any new deployments that require purchasing until next school year.

VI. Podcasting Stations

We were recently donated a very old Windows 98 based laptop computer by a community member. The machine is very limited in operation (it doesn't even have a network connection), however we found that it was capable of audio. So by using the Open Source application called Audacity which is used for recording audio files and converting them into MP3's. So by stripping all other software off the unit and by adding a low cost flash drive for transferring the audio file to other machines, we have a mini audio studio. This first station is now located at Schavey. The district has several older laptops that are not in use that could be re-deployed for this purpose. Contact the tech department if you are interested in using an audio recording only computer in your classroom.