* Agenda and Order of Discussion
* Apple Training Reflections
  + Positive impressions and feedback from team members on iMovie and digital iBook production in Pages.
  + Concerns about all staff using iTunes to Sync and distribute content on student iPads
  + Need to differentiate instruction for staff members to keep moving all adult learners forward. Suggest video support units for scaffolding adult learning of apps.
  + Next Steps
    - Need to revisit Tech Benchmarks with all staff
    - Request administration present to staff how technology integration evaluations will be added to teacher observation criteria
* Strategic Sharing Plan
  + Empowerment Sessions
    - DEC: eClicker
    - JAN: Smart Exchange, Smart Notebook Smart Tool Palette - Capture, Annotation and Creation of Smart Notebook slides
    - FEB: Keynote and Pages to compile Text, Photo, Video and Audio for iBook/ePub creation; iMovie on MAC for instructional content videos
    - MAR: Use WebDAV and iTunes to Sync iBooks, Movies and content on iPads
      * Teachers use the MAC to export Pages documents as .epub files and iTunes to distribute content to student iPads in iBooks app
      * Students use the iPads to export Pages documents via WebDAV after compiling Text, Digital Photos, Video and Audio
  + Ten Minutes of Tech in Faculty Meetings
    - Sessions should be videoed so that teachers can refer back to the video later for support (on wiki or schoolcenter)
    - JAN Topics: MAC Features i.e. Mac Zoom, Multi-Touch Gestures on Trackpad, Keyboard Shortcuts, Fn keys, Expose/Spaces, Assistive - Speech to Text
    - FEB Topics: Voice Recording on the iPad with iTalk (or another mp3 recording app on student iPads) to create audio files for iBooks/ePubs creation and for increasing Oral Reading Fluency
    - MAR Topics: New Apps Demonstration TBD
    - Suggestion to have TEN Minutes of Tech in media center prior to goal team meetings each month instead of as part of long faculty meetings
* App Review and Analysis Process
  + Submissions should go to team chair (i.e. Branch for 2nd) prior to going to team
  + Nominations are shared on the wikispace
  + Team provides feedback on wikispace
  + Team will discuss during goal team and vote
  + Representative will take the answer back to the teacher who suggested the app
  + TEACHER TEST for certain paid apps i.e. ESL app
  + Toneysha will send an email when new apps suggestions have been place on wiki and are open for Tech Team comment.
  + Brent uploaded the Apple Rubric for evaluating apps on Tech Wikispace
  + NEW APP REVIEWS
    - ESL – Grammar Games – declined – Sarah will relay
    - ESL – Launch Pad – will buy for teacher to test and revisit in JAN goal team
* Wikispaces <http://montlieutechnology.wikispaces.com/>
  + Members are receiving invites again. Join today!
  + Share your ideas, resources, links, files and discuss apps
* WebDAV Electronic Document Sharing
  + 11.29.11 Testing began in Technology and Art specials
  + Students in 3-5 demonstrated an estimated 75% success rate uploading files to WebDAV server in the three compatible file formats: Pages, Key Note, .pdf Files
  + Students are NOT able to upload screenshots or photos directly from Photos app, but they can insert them into Pages or Key Note files for immediate upload
  + 12.10.11 Tech Team received instructions for student document upload from iPads
  + 12.12.11 Apple Rep meeting with Montlieu admin and IT to examine other means of electronic transmission and possible apps for students to use to access WebDAV
  + Instructions for teacher access to WebDAV via Mac laptops forthcoming
  + All Tech Team members should attempt electronic document transmissions with student test groups in JAN and FEB in preparation for full-scale implementation
* Questions and Concerns
  + Naming structure for students’ documents (particularly WebDav) TLN.SLN.SFI
  + Naming structures for students’ account login (for future email/social/LMS accounts)
  + CHECK OUT Think Wave for Home-School communication – similar to parent assist, an on-line resource for teachers to share grades with parents

***Agenda & Order of Discussion***

***Empowerment Session Agendas and Schedule***

* *Next Steps*
* *This Week’s Focus*

***Review Strategic Plan***

* *What have we completed?*
* *What areas do we need to focus in on now?*

***iPad Dispersion Schedule and Assignment***

* *Input on dates and other iPad-student issues*

***App Reviews***

* *Got any cool apps you want to share?*
* *What is our process? Do we need to alter it?*

***Digital Day***

* *Student Council Input*
* *What’s the focus of this Day?*
* *Do we need a Sub Committee?*

**Pres. from Rob Adams Apple Rep. about upcoming visit in Feb. 16**

* Also debriefing regarding new releases by Apple regarding iBooks 2, iBooks Author and iTunes U
* iBooks 2 is not available on any device except iPad 2 and is only available at High School currently because students must be 13 to have an iTunes account. May move to middle school soon in the future. Upgrades will be included for the life of the version.
* Montlieu will not be able to use iBooks Author until a system upgrade to Lion has been made. Created books will be uploaded to iBooks store and then users must download. iBooks will only be downloaded to iPads, not third party devices. You will also be able to publish ePubs. iBooks 2 is an improved experience for interactive texts catered specifically to iPad2.
* iTunes U – will enable students to download content, but the district must “bind” into the iTunes K-12 program and create a GCS page.
* We are all now running iBooks 2 if we updated iBooks this weekend so we have increased functionality and can access a textbooks link in the iBookstore.
* Visit will be from 9:00 – 11:30 and will begin with a whole group introduction then a guided tour of small groups.
* **Empowerment sessions** – need to visit and adjust schedule if necessary. Reports from various grade level. Amos suggested including hyperlinks to other sites and activities from Smart presentations. What other tricks can we include? We want to avoid using the Epson interactive projector simply as a projector. K is using techniques so that students can click and drag words or objects and move them for a word wall activity. Smart presentations do not like to be emailed. Miller suggested making the lessons interactive so that the students are using the pen to make it interactive rather than relying on the teacher to manipulate the slide show. 2nd grade is using the Smart Board as a station.

FEB. 7 10 Minutes of Tech – Speech to Text – **iPad** 2.7.12 Rankin

* FEB. 17 10 Minutes of Tech – Speech to Text – **Mac** 2.17.12 Branch

Enable Speech to Text then Practice

* iPad Dispersion will be tabled until later.
* Digital Day – Ms. Wall – 5th grades and other upper grades will go to lower grades to assist with apps. (Hopefully) Comic Life to integrate literacy and social studies to create comic strips to illustrate the Greensboro Four and the feelings and events associated with the civil rights movement. Dragon dictation for recording a reading log. Kid Animation for a science lesson. In math, use Pages to illustrate word problem. Ged Recommended that students in Student Council to take video diaries of the day’s events and inserting into Comic Life.
* App Review Process – will continue to be in the Tech Team forum
  + Kid Animation – FREE to animate graphics, plots, concepts
  + PreK - Candy Count, Timmy’s Preschool Adventure (slow moving, matching colors and shapes) Letter Quiz – Agreed to purchase 20 copies for preK of Candy Count and Letter Quiz
  + Speech – Articulated – we will purchase one copy at $40 for Lee to use with all of her kids. It has phonemes, phonological awareness and articulation practice.
  + All kids in 3-5 will be getting Comic Life
  + Reel Director will be discussed with O’Donnell