

## MEMORANDUM

Date: July 9, 2015

To: Dr. Karen Janney, Superintendent

From: David Damico, Director of Information and Educational Technology

RE: Technology Update

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1. iPad configuration is on schedule. Deployment dates/times have been sent to schools. iPad documents have also been provided to all schools in English and Spanish. They are located in the iPad Manual of Procedure in Canvas. They have also been sent to administrators via e-mail. A deployment meeting will be held for all iPad teams at sites on July 17 to review deployment details as well as answer questions schools may have.
2. To date, 247 students have withdrawn from the District but not returned iPads. Another 51 students who are still in attendance have not turned in iPads. IT will continue providing lists to school administrators to follow up on collecting iPads from these students. Separated staff with iPads not returned to the District have also been contacted by US mail. We have approximately 44 staff iPads that are as yet unreturned.
3. In order to have enough iPads to distribute to all schools in grades 7-9 we will need to order 300 additional iPads. This allows us to replace iPads that are listed/marked in inventory as lost or stolen. It also allows a small number of additional iPads for each school to deal with incoming enrollments not in current enrollment counts. Ms. Michel has provided funds from one-time apportionment monies to pay for this. In previous years, we have included funds for additional iPads in the iPad purchase agreement. The cost for the additional 300 iPads is \$177,799.08.
4. Office 2016 for Mac is available to all employees and students free of charge. This will also be posted in Canvas and Jupiter Grades for all teachers. I have forwarded the e-mail regarding Office 2016 for Mac to Deanne Vicedo so she can share the link via e-mail with the board of trustees.