

## MEMORANDUM

Date: September 18, 2015  
To: Dr. Karen Janney, Superintendent  
From: David Damico, Director of Information and Educational Technology  
RE: Technology Update

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The Technology Planning Task Force held its second meeting on September 15, 2015. The meeting was held at the PDC. In addition, we simultaneously hosted a virtual session for members who wanted to attend from a computer or mobile device. Five people joined online, actively participating with the live session for the full two hours. This virtual session was recorded and all artifacts from the session are accessible to the committee members via that recording. All artifacts and documents from the second meeting are also being uploaded to Canvas for members who were not in attendance to review. The second meeting accomplished on the following:

- Looked at goals, and gaps for Gears 1-4 in the Future Ready Technology Survey. Committee addressed each gear in depth to refine the survey goals and list action items associated with identified gaps.
- Agreed on an overall vision statement for Digital Learning in SUHSD

On October 8, 2015, four committee members will join Educational Technology and Information Technology staff on a site visit to Santa Margarita Catholic High School to see a 1-1 implementation using tablet-laptops and Microsoft productivity tools.