

CTAP 11 Regional Governance Council (RGC)

Thursday, October 6, 2005

Pasadena Unified School District Board Room

Welcome and Introductions – Ray Chavez

Start time 9:45 am

Group renamed from Education Technology Advisory Committee to Regional Governance Council. The acronym RGC will be used regularly. Ray Chavez, Director CTAP 11, introduced Patrick McMenamain, CTAP 11's CDE representative, and John and Ruth Mary Cradler from the ESS, contracted external evaluators. Ray then asked RGC members to introduce themselves. A quorum of 13 members was present. RGC members attending on October 6:

Abatte, Yvette; Lawndale ESD

Carnow, Gary; Alhambra USA

Chandrasekhar, Vanitha; Long Beach USD

Dalton, Bruce; Glendale USD

Hoffman, Bart; Keppel USD

Korporall, Pam; Norwalk/La Mirada USD

Nunley, Lillian; LACOE Schools

Oliver, Joe; LAUSD

Reed, Linda; LACOE Schools (RSDSS)

Rose, David; Region 3B (East San Gabriel Valley)

Sparangis, Themy; LAUSD

Umekubo, John; Adtech Consortium

Zrinzo, Peter; Santa Monica-Malibu USD

Other meeting participants:

Chavez, Ray; CTAP 11

Biagioni, Michele; CTAP 11

Cradler, John; ESS

Cradler, Ruthmary; ESS

Hooks, Sonia; CTAP 11

Large, Dennis; CTAP 11

McMenamin, Patrick; CDE

Rodriguez, Cathy; CTAP 11

CTAP 11 is asking for direction from RGC on the implementation of the CTAP Regional Plan. Agenda is reviewed.

CDE Update —Patrick McMenam

Patrick began working with the CDE in February 2005, and currently also works with CTAP 7, which gives him exposure to a variety of demographics. EdTech plan status can be checked online at (<http://www.cde.ca.gov/ls/et/ft/eratemain.asp>) Patrick also reviewed developments on Erate and EETT tech plans. Notification confirming approval of plans will only be sent via e-mail only to the LEA. CDE anticipates need to review and approve more than 400 expired plans across the state this year. Timeline: Cycle A, Oct. 5, Cycle B Nov. 30, Cycle C April 5.

A recommendation was made that a supplemental budget analysis be done on an annual basis. Supplemental budget analysis can be used for item 25 audit of Erate. An Erate training, conducted by the Schools and Libraries Corporation at the Airport Marriott on October 12th, Parent and Community Building on Cesar Chavez, downtown, 9 a.m. to 1 p.m. Information and other training dates will be available at <http://k12hsn.org/erate/trainings.php>

Input from RGC Member(s): Disjointed tech plans: Erate is a 3-year plan while the CDE requires a 3 to 5-year plan.

McMenamin response: Use the supplemental budget analysis to create documentation that the tech plan has been updated at the end of the 3 years.

Input from RGC Member(s): There are concerns about the formatting of the plan. Working document should be in Microsoft Word and the final should be PDF or something else so the pagination and table of contents are correct. RGC members are asking for coordination with the state on this subject.

McMenamin response: Patrick will get clarification from Larry Hiuga.

RFA for EETT Competitive will be posted on the Website the week of October 10th for Rounds 4 & 5 of the EETT Competitive Grant. Approximately \$10 million is available to eligible L.A. County schools through this grant. Rounds 4 & 5 will have simultaneous

application submissions and implementation timelines to put California on the same schedule as the rest of the nation.

The EETT Competitive program provides \$300 per student in grades 4-8 for a comprehensive district program that utilizes technology to improve student achievement. Unlike in previous years, there will be no priority for middle schools and junior high schools. Schools that have received EETT Competitive funding in prior years will NOT be eligible for this program.

Round 4: \$7.6 million for CTAP Region 11. \$200 per student in year one; \$100 in year two; \$45 follow-up in year three.

Round 5: \$2.07 million for CTAP Region 11. \$300 per student in year one; 0 (zero) in year two; \$45 follow-up in year three.

Round 4 and 5 competitive grants are administered under Title II, Part D of the No Child Left Behind Act (NCLB). Funds from this grant are to be used to assist eligible districts to utilize technology to enhance teaching and promote learning. The RFA and a list of eligible districts are posted on the CDE website--

<http://www.cde.ca.gov/ls/et/ft/eettcomp.asp>

Applications for both rounds will be due to the CDE on November 18, 2005.

Input from RGC Member(s): Why doesn't the state go back to the school districts that were partially funded? Small districts have a more difficult time being funded because of larger districts. Members of larger districts acknowledge that EETT is grossly under funded to serve the needs of the schools across the state. CTAP Region 11 generates most of the funding for the state, yet schools in Region 11 suffer because of the baseline allocated to the other CTAP regions.

CTAP 11 responded that EETT began with a priority ranking. Subsequent rounds didn't have the priority ranking.

CTAP Background – John Cradler

Background on CTAP from John Cradler, SB 1254 Soto bill, active in supporting education technology legislation. Four program areas

- Professional Development and Learning Resources to Use Technology as a Tool to Improve Teaching and Learning
- Professional Development and Support for Hardware and Telecommunications Infrastructure Design, Implementation, and Sustainability
- Professional development and support related to using technology as a tool to improve school management, including pupil record keeping and tracking related to pupil instruction and data driven decision-making
- Funding and Coordination with Other Federal, State and Local Programs

External evaluators will be producing year-end reports. Impact information will be used annually to report to the CA Board of Education for the entire state, in a report created by the Cradlers. Long-term in-depth training is a high-ranking need, so coordination with other programs such as RSDSS is critical.

CTAP² is now a SETS project, called EdTech Profile. There are some changes and an opportunity to comment and join the advisory committee at its next meeting on Nov. 2nd in Sacramento.

ELARs, Electronic Learning Assessment Resources, focuses on student assessment data. Senate Scott sponsored this bill. New Website is launched for ELARs (<http://www.clrn.org/elar/>) with mostly pdf files. Content is neutral. This will allow user feedback on the Website.

Role of Regional Governance Council - Ray Chavez

Bylaws of the RGC will be reviewed later. The RFA requires that the RGC meets quarterly, four times this school year. Provides approval of activities, equity for the region and its districts. Share information and services, review budget, provide collaboration with SETS projects. Needs assessment will be updated annually. Bylaws and minutes will be sent out to members.

Review of CTAP 2005-08 Program Goals and Objectives - Dennis Large

Review of the CTAP PowerPoint slides by Dennis, available at [http://ctap.lacoe.edu/content/Regional_Governance_Council_\(RGC\)](http://ctap.lacoe.edu/content/Regional_Governance_Council_(RGC)). CTAP 11 will offer a number of professional development opportunities.

ITO Classes - Cathy Rodriguez

CTAP 11 plans to expand training across the county. Based on input and need for more in-depth training, CTAP 11 is introducing Level One training of 4 days, and Level Two 5-day trainings. Chart explains the request for training from workshop participants. The current 2005-06 schedule of ITO classes and workshops will be posted at [http://ctap.lacoe.edu/content/Regional_Governance_Council_\(RGC\)](http://ctap.lacoe.edu/content/Regional_Governance_Council_(RGC))

Overview of Professional Development for Teachers, Administrators, Staff.

- Podcast of informational classes
- Webwisekids.org /middle school similar to i-SAFE. Vanitha will get the name of the contact person.
- PC side of the iLife Suite. Moviemaker (PC)
- Hands-on class for gadgets for the 21st Century
- Photoshop Elements and Premiere
- Informational SETS training. Exposure to all 4 SETS programs
- Wireless Campus Class (security) (e.g.: don't advocate airport TCP).
- Request for another opportunity to create more Intel master trainers? CTAP suggests that there will be more opportunities.

Input from RGC member(s): Request to have trainings at various sites around L.A. County. Gary, Vanitha, They offered sites for trainings. Saturday classes much better for classroom teachers. Other methods of delivery, robotics curriculum, and streaming video to districts were also discussed. Alhambra has resources, which started as a CTAP 11 Mini-Grant to support classroom with online classes. Start time later on afternoon classes. Basic introduction classes, Word, e-mail. Grant writing workshop for teachers for private funding of resources. CTAP Mini-Grants will be offered again next

year. If subregion develops a training how can they offer it to others? Electronic resources for textbook adoptions. (Reading, social science etc.) CTAP 11 explained that it would update the course content on CTAP 11 Online for basic users.

Friday/Saturday, Saturday/Monday training. Again Saturday highly preferred. Edusoft, assessment data, teach teachers and administrators how to use data to make instructional decisions. It was suggested that trainers go to school sites on professional development days.

Ray asked for consensus that CTAP is moving in the right direction. RGC is in agreement on workshop offerings.

CTAP Budget – Ray Chavez

Review of proposed budget for 2005-06. Region 11 Funding COLA used for SETS projects (including EdTech Profile), reflecting a funding decrease in CTAP 11's 2005-06 budget to \$3,179,794). Previously there was consensus on maintaining the CTAP staff and allowing flexibility in contract services. Funding formally allocated to districts (sub-regional allocations) is now used internally to support hiring teachers on special assignment: Michael Leffin (3B), Linda Benafel (3A), Nancy Moore (3B), Laura Smith (8A), Jeff Williams (LAUSD).

EETT support funding (\$157,306) is used to support one consultant, Mary Lou Harbison, who will provide CTAP 11's support for EETT applications and tech use planning.

CTAP 11's support of professional development: New RFA centers on in-depth long-term training and CTAP 11 will use dollars to support this. Go over options in detail. CTAP 11 plans to allocate \$400 per 'slot' for sub-pay for select multi-day trainings. \$400 is definitely lower than what it will cost the district to send a teacher to a 4- or 5-day training. How will unused slots be allocated back to LACOE? Someone in the region will use the slots. Can a subregion use its own district sub rates?

CTAP 11 wants the subregion to use all its slots and have more teachers into the trainings.

Input from RGC member(s): Recommend that language in the contract be written so use of sub/stipend support is not confused with EETT funds for professional development so reimbursement goes to correct area of district budget. Memos of Understanding should have a “not to exceed” limit for each district, use option 1 rubric with various deadline date.

An RGC member wants seed money to go to subregions to get district to train their own, does not want to use for substitute. RGC was reminded of the CTAP RFA requirements on use and reallocation of funds.

Ray Chavez informed the group that CTAP Mini-Grant program would be continued, but not funded out of grant dollars.

Ray reviewed options for allocation of \$400 per person sub-pay (for approved trainings). (Please see PowerPoint presentation.)

CTAP 11 could provide \$5,000 to each subregion to support the existence of subregions, from non-grant dollars. Everyone liked this idea.

Contract must be written to meet the requirements of the grant. Allocation might include use of funds for trainers. Incentives for the teachers, can funds be used for this? Electronically will get more feedback. CTAP will continue to hold funds for sub-pay/stipend. Allocation options (information on PowerPoint from October 6 meeting):

\$300,000 (county-wide) is the amount allocated in the budget for sub-pay/stipends.

Reimbursement Only Supports...

- CTAP Sponsored Level 1
- CTAP Sponsored Level 2
- Intel Training

Option 1

- CTAP Reimbursement contracts to all 80 school districts.
- Baseline amount of slots to each district, after deadline (TBD) slots are open on first-come, first-served basis.
- Districts submit requests based on teacher attendance reports generated by CTAP staff.
- Contracts sent March 2006.
- One Teacher Slot = \$400

Option 2

Region	Percentage of Teachers	Number of Slots **	Funding
1A	4%	30	\$12,000
1B	3%	23	\$9,000
3A	12%	90	\$36,000
3B	10%	75	\$30,000
5	2%	15	\$6,000
7A	13%	98	\$39,000
8A	5%	38	\$15,000
LBUSD	6%	45	\$18,000
LAUSD	45%	338	\$135,000
Total	100%	750	\$300,000

- Nine sub-regional LEA's are identified; each receives funding for substitute pay and stipends.
- LEA determines the number of slots and rate *per district* in consultation with leadership of subregion.

Option 2.2

Subregion	Percentage of Teachers	Base	Percentage funding after the base	Total Allocation	Number of Slots**
1A	4%	\$8,000	\$9,120	\$17,120	43
1B	3%	\$8,000	\$6,840	\$14,840	37
3A	12%	\$8,000	\$27,360	\$35,360	88
3B	10%	\$8,000	\$22,800	\$30,800	77
5A	2%	\$8,000	\$4,560	\$12,560	31
7A	13%	\$8,000	\$29,640	\$37,640	94
8A	5%	\$8,000	\$11,400	\$19,400	49
LBUSD	6%	\$8,000	\$13,680	\$21,680	54
LAUSD	45%	\$8,000	\$102,600	\$110,600	277
	100%	\$72,000	\$228,000	\$300,000	750

Option 3:

Four LEA's 55% of teachers \$165,000 total (\$41,250 to each LEA)

◆North ◆ South◆ East ◆West

Plus Los Angeles USD 45% of teachers, \$ 135,000 LAUSD

LEA determines the number of slots and rate *per district* in consultation with Regional Governance Council.

Tally of Votes for Options

Option 2 (2) LAUSD prefers

Option 2.2 (7)

Option 1 (0)

Option 3 (2 LAUSD) Redraws subregions

Input from RGC member(s): Can the LEA take an indirect from the sub-pay?

No final decision was reached. A conference call will be scheduled next month. Ray will schedule the meeting and contact RGC members.

One RGC member suggested a modification of the first option that provides direct reimbursement, per district, based on training attendance. See who attends the class and basic reimbursement, do it as you go quarterly to each district Option 1.

Program Management Committee – Dennis Large

Meeting on October 13 to hear about the EETT RFA requirements at LACOE.
(refer to slides) Round 4 and Round 5 will be implemented at the same time.

ITO Showcase of Services – Michele Biagioni

All RGC members are reminded that they are invited to the ITO Showcase of Services on Friday, October 21, at the L.A. County Office of Education. Senator Jack Scott will be the featured speaker. RGC members should R.S.V.P. online at ctap.lacoe.edu/showcase. The event will introduce districts to services CTAP will be providing across the county.

Legislative Update – John Cradler

Cradlers are sharing a resolution asking Congress and the President to restore EETT funding.

CTAP 11 Evaluation - John and Ruthmary Cradler

A set of indicators has been established among statewide evaluators. Activities are cross-referenced with indicators for streamlined assessment. RGC profile and meeting feedback forms were distributed. RGC members were asked to provide input on the extent to which they participated in the meeting. Progress reports will be given at future meetings.

High Speed Network (HSN) – Theymy Sparangis

Theymy has information on HSN funding and related issues. To garner support, a questionnaire to district representatives will be sent out electronically by Theymy.

Summary and Comments – Ray Chavez

We would like to list names of 25 RGC representatives on the ctap.lacoe.edu Website. RGC members approved Web posting on ctap.lacoe.edu.

Another conference call will be set before the next scheduled meeting. Program is based on needs. Please contact the CTAP 11 office if you have any questions or concerns.

Next meeting on Thursday, February 2, 2006, will include regional sharing.

CTAP 11 has representation on the CTAP Statewide Coordinating Council: Theymy Sparangis, Bart Hoffman, and Yvette Abatte (she needs a replacement).

Adjourn 12:45 p.m.