

**DELAWARE CENTER FOR EDUCATIONAL TECHNOLOGY**  
**BOARD OF DIRECTORS MEETING**  
**Minutes of Monday, December 1, 2003**  
**Delaware Department of Education, Townsend Building, 2<sup>nd</sup> floor Cabinet Room**  
**Dover, Delaware**

The Board of Directors for the Delaware Center for Educational Technology met on Monday, December 1, 2003 in public session at the Delaware Department of Education, Townsend Building, 2<sup>nd</sup> floor Cabinet Room, Dover, Delaware. The Honorable John Carney called the meeting to order at 1:00 pm.

- Roll call was conducted. Voting Board members: Mr. John Carney, Mr. John Doyle, Dr. Sandy Falatek, Mr. Dean Ivory, Mr. Thomas Jarrett, Ms. Loretta Martin, Dr. David Robinson, Mr. David Sechler, Dr. George Stone, Ms. Geri Williams and Ms. Valerie Woodruff were present. Mr. Ted Ammann and Mr. Jim Decker were absent. A quorum of voting members was present.
- Ex-officio non-voting members: Ms. Annie Norman and Ms. Pat Sine were present. Ms. Jennifer Davis, Dr. Charles Fletcher, Mr. Russell Larson and Mr. David Singleton were absent.
- Mr. Steve Ballard, Dr. Wayne Hartschuh, Mr. John McClenny, Ms. Wendy Modzelewski, Mr. Michael Morton, Ms. Pam Reed, Dr. George Slentz and Ms. Kim Wheatley were also in attendance.
- A motion was made, seconded, and carried to accept the minutes from the October 29, 2003 meeting.

**EXECUTIVE DIRECTOR'S REPORT**

Dr. Hartschuh informed the Board of partnership collaborations in which DCET is involved.

- Levels of Technology Implementation (LoTi) - A consultant contract with the National Business Education Alliance / Chris Moersch is complete and the purchase order is being processed. Three districts have already asked to participate in the LoTi project beginning in January 2004. The INTEGRATE group will play an important part in the professional development as a result of the survey. This will be a starting point as to what types of professional development will be needed. Dr. Hartschuh will keep the Board apprized with this project.
- State Educational Technology Directors Association (SETDA) – DCET / DOE is a member of this national organization which meets twice a year in early December and again in June during the National Education Computing Conference (NECC). Dr. Hartschuh is participating in a distance learning course “Leading in Technology” sponsored by SETDA. The course runs December 2003 – May 2004.
- Consortium of School Networking (CoSN) – DCET is a member of CoSN which supports such projects as Data Driven Decision Making, Safeguarding the Wired Schoolhouse, and Total Cost of Ownership. One of the most valuable CoSN resources is a weekly newsletter summarizing current issues in instructional technology. He informed the Board with his involvement with the “Safeguarding the Wired Schoolhouse” project over the past 4-5 years.
- Southern Regional Education Board (SREB) consists of a sixteen state consortium including Delaware. SREB is involved with numerous activities in all areas of education including instructional technology. A hot topic for SREB in instructional technology is online learning. SREB recently selected “Desire 2 Learn” as the best choice for an online course delivery system followed by WebCT and Blackboard. DCET will be evaluating these products as we progress with the Delaware Virtual School. Two people from the Delaware Department of Education will be taking a multi-state online professional development course offered through SREB, then teach Delaware teachers how to develop online courses. Mrs. Woodruff added that SREB’s EduTech Web site is also an excellent resource.
- WHYY is currently working with DCET and DOE to explore new delivery methods of online courses, both for students and educators.

Mr. Carney had questions about the Delaware Instructional Technology Conference, scheduled for April 28-29, 2004 at the Dover Sheraton. Information has been sent to potential exhibitors and presenters. New this year will be the addition of the Delaware Library Association as a co-sponsor. Ms. Wendy Modzelewski explained the second day of the conference will have more of an emphasis on libraries and literacy. Mr. Carney also suggested a “roundtable discussion” on the benefits of LoTi during the conference. The DCET conference website will be updated frequently. Presentation information will be available online in February.

**OLD BUSINESS**

INTEGRATE Report – Dr. Sandra Falatek thanked the Board and distributed a handout, dated October 29, 2003, which outlined the composition of the INTEGRATE group, explained the services provided by INTEGRATE, and finally the priorities and initiatives for Delaware’s students and teachers. INTEGRATE has been meeting for three years and always has a most beneficial and crisp agenda. The group is very open and cooperative with sharing district and school experiences that may benefit other districts and/or schools. INTEGRATE was very pleased that LoTi was approved at the October 29, 2003 DCET Board Meeting.

FY04 Reconstituted Action Plan – Dr. Hartschuh took suggestions from the October 29, 2003 DCET Board Meeting and revised the FY04 Action Plan. See new handout entitled “Best Practices in Professional Development and Instructional Technology.” There was discussion and concern with the phrase “DCET developing the clusters” due to staff limitations. After much discussion, the Board agreed the statement “Develop professional development clusters” under the Recommendation section of the handout be changed to “Facilitate the development of clusters.” Also, the statement “Develop a method” be changed to “Facilitate the development of a method.”

Mr. Carney asked if there were any other items in the Action Plan that needed to be revisited. A question was raised of where DCET ended up with enforcing state technology standards and the funds associated with it. Previously, Technology Block Grant money was used as leverage, especially for having up-to-date as-built drawings. This issue went to the Delaware Department of Technology and Information (DTI) along with the three DCET employees, who were transferred to DTI in July 2003. There was also discussion about wiring standards, policy issues, etc. that still exist. Mr. Jarrett will keep the DCET Board up to date with standards and policy issues.

Path Forward - There was also discussion about the DCET Strategic Plan. Dr. Hartschuh explained that the purpose of the original 1997-98 Strategic Plan was not “what DCET was going to do,” rather it was a statewide plan of the technology needs for all of education. The Strategic Plan is updated every two years (in odd numbered years). The current Strategic Plan is available on the DCET Web site.

The Board proceeded with a discussion about DCET’s path forward. With the reorganization of the DCET, the new focus is on professional development and instruction with the integration of curriculum and technology. The DCET is working closely with the districts to understand and address the current district needs through the DCET organized INTEGRATE group.

Mr. Carney posed the question, “What is the role of the DCET Board – Instructional Side?” He challenged everyone to think about how we can use the new Board to provide leadership that most effectively uses technology in instruction.

## **NEW BUSINESS**

Mr. Jarrett discussed the DTI Dial-In accounts for educators at a reduced rate. With the declining number of users, DTI recommends the DTINet service be dissolved over time. According to Mr. Jarrett, the reality is the fact that Verizon and Comcast can offer better service than DTInet. The State was not supposed to be an Internet Service Provider (ISP). DTI recommends phasing out the accounts by June 2004 at the earliest or December 31, 2004 at the latest. DTI will work with individuals who are unable to get another service provider. Billing issues and notification must be worked out between DCET and DTI and shared with all DTINet Education account holders. It is hopeful that DTI will provide DCET with a letter to share with account holders over the Christmas holiday.

Ms. Martin shared concern that teachers in the districts might have concerning the elimination of the DTINet service. According to Ms. Martin, many teachers in the Capital School District need access to the district’s intranet to enter grades from home, prepare lessons using the Web, and special education teachers use it for IEP students. Mr. Jarrett explained that faster, more secure service can be obtained by using VPN (virtual private network) accounts rather than the DTINet dial-in service.

Adjournment – Having no further business, a motion was made, seconded, and approved to adjourn the meeting at 3:05 pm.