



# Technology Newsletter

## End-of-Year Technology Procedures

**Employees leaving for the summer should follow these end-of-year procedures for technology equipment:**

- Label all pieces of equipment, including cables and cords.
- Please DO NOT unplug power cords to computers – JUST SHUT DOWN.
- Please DO NOT unplug power cords for TV, printer, projectors, etc.
- Please DO NOT unplug cables behind TV.
- Please DO NOT unplug hubs.
- Please label and store all remotes in a safe place to be retrieved when school starts. (Technology Department is not responsible for lost or damaged remotes.)
- Remove batteries from remotes to prevent corrosion.
- No *Power On* passwords on any PC.
- All Mimio equipment should be labeled and stored together in your locked cabinet. This equipment includes the Mimio bar, Mimio pen, Mimio pad, and the Mimio USB dongle, which is inserted in the USB port on your desktop computer.
- Classroom iPads should be stored in your locked cabinet/closet for the summer.



**It is extremely important that all of your technology equipment be kept together since most of it is room specific and cannot be interchanged from room to room. Before leaving for the summer, please label any technology that is not permanently attached so it can be kept together. Please label each piece with your room number and store all pieces together in your locked cabinet in your classroom.**



### A Very Special “Thank You” to the 2014-2015 Technology Task Force members:

Lisa Badon, Braden Bailey, Paul Bryan, Joe Cegielski, Kim Davis, Tanya Davis, Jon Deckert, Liz Desmond, Deidre Faulk, Azra Habib, Kenneth Leavins, Diane Leckich, Judy Martin, Michelle Mitchell, Kandi Oliver, Jennifer Reynolds, Holly Sartin, Crystal Werkheiser, Ann Woodall

## UPCOMING SUMMER TECHNOLOGY TRAININGS

### iPad Trainings—Elementary

Session I: June 8—11

Session II: July 27—30

**Attention Elementary Teachers:** iPad academies for both beginner and intermediate users are being offered this summer. We will explore apps that work to motivate and engage your students in creating awesome curriculum projects and gain an understanding of how the Google platform can enhance lessons. You won't want to miss out on the fun and creativity that will be taking place. Contact the Technology Department for registration information.

### Google Trainings- Secondary

Session I: June 8 -11

Session II: July 20—23

**Attention Secondary Teachers:** Google academies for both beginner and intermediate users will be offered this summer. We will focus on Google Apps for Education for your classroom, as well as other electronic resources to integrate into your curriculum. Watch for an upcoming e-mail for registration information.

## A New Kind of Professional Development

Ridgewood Elementary is working to bring their teacher expertise to a place where all their faculty members can learn from each other at a time that works for them on a topic that is meaningful to them. This process evolved out of a need to find time to work together.

With the use of a website called [www.screencast-o-matic.com](http://www.screencast-o-matic.com), teachers are able to record themselves creating QR codes, making Kahoot resources, and many other great things that they save on their Google drive and share with each other. Those resources are then available for their teachers to access at any time, any where to make learning personalized and timely for them.



Teachers from the K-5 campuses will attend the iPadpalooza conference again this summer (June 23-25). iPadpalooza is a three-day event held at Westlake High School in Austin, TX. This learning festival is a celebration of the cultural-shift the iPads have brought about in education and the world. This event will focus on creativity, social collaboration, engagement, and the compelling ways schools have integrated iPads into their classrooms. It will feature amazing speakers from all over the world.

## Technology Specialists/ Aides



A special thank you to the following Technology Aides and Specialists for the awesome job you have done this year. Together, we make a great team!

<b>Karen Raborn-Ridgewood</b>	<b>Judy Martin -Woodcrest</b>
<b>Dolores Liscano -Van Buren</b>	<b>Rhonda Bourgeois-Taft</b>
<b>Deidre Faulk-PNE</b>	<b>Kandi Oliver-GE</b>
<b>Diane Leckich-PNMS</b>	<b>Paul Bryan-GMS</b>
<b>Crystal Werkheiser-PNGHS</b>	<b>Kenneth Leavins-AEC</b>

**Enjoy your Summer Break!**