



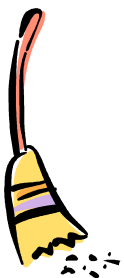
# Technology Newsletter

## End-of-Year Technology Procedures

Each employee leaving for the summer should follow these end-of-year procedures for technology equipment:

- Printers
  - HP—Take cartridge out, put tape on head, store in plastic bag
  - Epson—Leave alone
  - Lasers—Leave alone
- Label all pieces of equipment, including cables and cords.
- Unplug ONLY power cords (TV, printer, etc.)
- DO NOT unplug cables behind TV.
- DO NOT unplug hubs.
- 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.

**\*\*\*Please clean up your H:\ drive! Any items that you do not recognize or no longer need, please delete.\*\*\***



## SUMMER CARE FOR BOND TECHNOLOGY:



It is extremely important that all of your new bond technology equipment be kept together since most of it is room specific and can't be interchanged from room to room. Before leaving for the summer, please label any bond 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 classroom. You will want to label such pieces as the Mimio bar, Mimio pen, Mimio pad, microphone, and remote.

## 2010-2011 TTF Members

### Special thanks to the 2010-2011 Technology Task Force members:

Delouise Lumbley, Kenneth Leavins, Michelle Mitchell, Lisa Noland, Holly Sartin, Kim Davis, Ann Woodall, Paisley Ware, Rhonda Bourgeois, Pam Choate, Diane Leckich, Debbie Aarons, Sarah Guarneri, Julie Gauthier, James Arnett, Tanya Davis, Seth Beaugh, Clarissa Cosca, & Stephanie Gaspard

## Tots & Technology Conference

Eleven elementary teachers will be attending the first TCEA-sponsored Tots & Technology conference to be held in Galveston June 13-14, 2011. The conference will offer presentations from beginner to advanced level within the following five strands on 21st century skills and one leadership strand: effective oral and written communication; critical thinking and problem solving; collaboration across networks; accessing and analyzing information; curiosity and imagination; and an administrator strand.

**Tots and Technology:**  
learning in the elementary classroom

## Distance Learning

Distance learning equipment has been purchased for Groves Elementary, Port Neches Elementary, Groves Middle School, Port Neches Middle School, and PN-G High School. The equipment is on a rolling cart and can be rolled into classrooms for classroom use. The only distance learning setup in the district was housed at West Groves Education Center which required buses and parent permission to leave campus to attend. The new setup will be teacher- and student-friendly and will provide exciting learning opportunities in the classroom!

## Technology Specialists/Aides Training

Training sessions have been held with the Technology Specialists/Technology Aides from each campus in the last few months. These trainings are held to network with each other on technology issues that have been encountered at their campuses. We are also working to streamline the job ticket process and procedures.

Training has included: Anti Spyware/Malware, phone systems, auto start-up, repair ticket entry, reimaging, Direct TV, and Vision 7. Future training for all campuses will be on new Mimio equipment, Time Warner, and security cameras.

A special thanks goes to the following professionals for their hard work and dedication:

Kenneth Leavins—AEC  
Andrea Bryan—Ridgewood  
Dana Godair—Taft  
Janice Gremillion—Van Buren  
Marilyn Stansbury—Woodcrest  
Rhonda Bourgeois—PNE/GE  
Diane Leckich—PNMS  
Pam Choate—GMS

## To Be Announced...

Stay tuned for an announcement of the newest member of the Technology staff.....we will soon have a second technician on board!



## iPads in the Classroom

Campuses will be receiving a mobile rolling cart with 6 iPads for classroom use. We may be starting off small, but we are being cautious because of the gloomy school education finance prediction. Our goal is to add additional iPads each year as the budget allows. The iPad cart with iPads will be available for classroom use.