From:	Maria Castilleja
Sent:	Friday, January 20, 2012 11:09 AM
To:	Doris Easterly; Glenn Santos; Marilyn Sparks; Mike Pereira; Alejandro Ramirez; Anthony Hicklin; Arthur Williams Jr; Brahim Wahib; Daniel Pearson; Doreen San Nicolas; Edna Espinoza; German Sevilla; Jerome Bowman; Joseph Pistone; Juan Ramirez; Livier Nelson; Maria Castilleja; Martin Griffin; Siena Barroso; Sophia Gray; Steven Navarro; Tara Taylor; Tonda Johnson
Cc:	Dianne Russo; Edward Brand; Martin Griffin; Maria-Teresa Gonzalez; Yolanda Hernandez
Subject:	Technology needs- 7th graders - Seeking for your advice

Notice meeting date Thursday February 16th, 2012 at the PDC

Good Afternoon,

As we look into the National Common Core Standards and the new national assessment system, which will be implemented in 2015, we see the need to move forward with technology and our students. The SMART Balanced Consortium ,which is developing the assessments for several states including California, has shared a number of documents clearly stating that the assessments that will replace the CST exams will be online tests with emphasis on performance based responses.

It is our intent to explore the possibility of providing every 7th grader with a tool (netbook, tablet, Ipad, etc.) that they can keep until they graduate. These tools should have the capacity to handle most importantly current textbooks, new version of textbooks, new national common core assessments and other features. The idea is to start this coming year with the 7th graders and continue with every incoming 7th grade class after that.

We are requesting your assistance in learning about 3-4 different tools from technology representatives and using an evaluation tool to give us feedback regarding which tool would be the most appropriate to hand out to our 7th grade students and their teachers.

We have scheduled a demonstration session (8 am to 1 pm) at the Professional Development Center located at 680 L Street, Suite C for Thursday February 16th, 2012. If you are a classroom teacher, please let your site principal know and call for a sub (pseudo 79179). If you have a chance please email us back to let us know if you will be able to participate or not.

Below you will find several links to information. Please review it thoroughly, especially the information regarding assessments (Smart Balanced Consortium).

http://www.cde.ca.gov/ta/tg/sa/smarterbalanced.asp.

Thank you for your participation and input,

Maria

Maria C. Castilleja
SUHSD – Executive Director of Curriculum and Instruction
619-691-5586

SIGN-IN SHEET FOR
iPad Committee Meeting
February 29, 20112

NAME	SIGNATURE	SITE
1. Black, Benjamin		
2. Campos, Enrique		
3. Castilleja, Maria		
4. Chamberlin, Shannon		
5. Easterly, Doris		
6. Gavin, Maribel		
7. Gonzalez, Maria-Teresa		
8. Leopold, Lillian		
9. Medina, Oscar		
10. Ortiz, Tony		
11. Peralta, MaryRose		
12. Pistone, Joseph		
13. Sanchez, Yvette		
14. Santos, Rosanna		
15. Sparks, Marilyn		

SIGN-IN SHEET FOR
iPad Committee Meeting
March 12, 20112

NAME	SIGNATURE	SITE
1. Black, Benjamin		
2. Campos, Enrique		
3. Castilleja, Maria		
4. Chamberlin, Shannon		
5. Easterly, Doris		
6. Gavin, Maribel		
7. Gonzalez, Maria-Teresa		
8. Leopold, Lillian		
9. Medina, Oscar		
10. Ortiz, Tony		
11. Peralta, MaryRose		
12. Phung, Tuan		
13. Pistone, Joseph		
14. Sanchez, Yvette		
15. Santos, Glen		
16. Santos, Rosanna		
17. Sparks, Marilyn		

SIGN-IN SHEET FOR
Middle School Principals' Meeting
iPads
April 20, 2012

NAME	SIGNATURE	SITE
1. Robert Bleisch		
2. Maribel Gavin		
3. Oscar Medina		
4. Viky Mitrovich		
5. Arturo Monta		
6. Easterly, Doris		
7. Fernandez, Sheila		
8. Gavin, Maribel		
9. Gonzalez, Maria-Teresa		
10. Jacobs, Carla		
11. Medina, Oscar		
12. Ortiz, Tony		
13. Peralta, MaryRose		
14. Phung, Tuan		
15. Pistone, Joseph		
16. Sanchez, Ivette		
17. Santos, Glen		
18. Santos, Rosanna		
19. Sevilla, Graciela		
20. Sparks, Marilyn		
21. Alyssa Widmark		

From: Carolina Zimmermann
Sent: Friday, February 24, 2012 11:04 AM
To: Benjamin Black; Dianne Russo; Doris Easterly; Ivette Sanchez; Joseph Pistone; Kent Christensen; Lillian Leopold; Maria Castilleja; Maria-Teresa Gonzalez; Maribel Gavin; Marilyn Sparks; MaryRose Peralta; Oscar Medina; Shannon Chamberlin
Subject: MEETING MINUTES AND UPCOMING MEETINGS
Attachments: IPad Committee; iPad Meeting Minutes 2.22.12.docx

Good morning iPad Committee,

Attached please find a copy of the minutes for the February 22, 2012, meeting. For your convenience I have also attached the contact list for this committee. To add the list to your contacts, please click and drag into your contacts folder. If you have any difficulty with this procedure, please feel free to contact me. I will be more than happy to walk you through the steps.

In addition, an invite has been sent for the following meetings:

Wednesday, February 29, 2012
9:00 a.m. to 10:30 a.m.
Board Room
Presenters:
      Kent Christensen, Education Account Executive for Apple
      Shannon Chamberlin and Ivette Sanchez – Lesson Plans

Monday, March 12, 2012
1:30 p.m. to 3:30 p.m.
Rooms A & B
Presenter:
      Ted Lai, Development Executive for Apple

If you have any questions or concerns, please do not hesitate to contact me.

Enjoy your weekend! ☺

Kind regards,

Carolina Zimmermann

Carolina Zimmermann
Senior Executive Assistant
Department of Fiscal Services
Sweetwater Union High School District
(619)691-5551
carolina.zimmermann@sweetwaterschools.org

Recommendation for Sweetwater Tablet....Thank you!

Maria-Teresa Gonzalez

Sent: Tuesday, February 21, 2012 11:50 AM
To: Tuan Phung; Glenn Santos; Benjamin Black; Marilyn Sparks; Doris Easterly; Joseph Pistone; Anthony Hicklin; Tonda Johnson; Alejandro Ramirez; Juan Ramirez; German Sevilla; Daniel Pearson; Brahim Wahib; Siena Barroso; Ana Banos; Livier Nelson; Edna Espinoza; Maria Castilleja; Rhea Faeldonea-Walker; Enrique Campos
Cc: Cabinet
Importance: High

Dear Colleagues,

On behalf of our administrative team, I'd like to take this opportunity to thank each of you for your participation and wonderful disposition in reaching a recommendation for the digital tablet. Each of you was focused, inquisitive, and diligent in your review of our criteria and provided much needed rational and objective input. So we are pleased to share with you the results of your rankings:

1. Apple iPad 2
2. Sony Tablet
3. Lenovo Tablet
4. Toshiba Thrive

We hope that you are pleased with the results of your review.

Once again, thank you for helping make this recommendation possible.

Maria-Teresa Gonzalez

Director, Professional Development
Sweetwater Union High School District
680 "L" St. Suite C
Chula Vista, CA 91911
(619) 600-3360
Email: Maria-Teresa.Gonzalez@sweetwaterschools.org

RUBRIC FOR TABLET
TO SUPPORT THE IMPLEMENTATION OF DIGITAL INSTRUCTION

A. PRODUCTIVITY TOOLS

This tablet enables users to:	Not Addressed 1	Basic 2	Average 3	Good 4	Exemplary 5
1. Create Interactive Materials	☐	☐	☐	☐	☐
2. Use Customizable Templates to Create Resources	☐	☐	☐	☐	☐
3. Integrate Educational Resources (ie. charts, tables, photos, presentations, interactive images, videos)	☐	☐	☐	☐	☐
4. Use Multi-Touch Widgets (i.e. placeholders, numbering, add accessibility descriptors)	☐	☐	☐	☐	☐
5. Post Messages, Notes and Materials	☐	☐	☐	☐	☐
6. Download Books	☐	☐	☐	☐	☐
7. Access Applications	☐	☐	☐	☐	☐
8. Customize and Secure Work (ie.PDF file, video introduction, export work)	☐	☐	☐	☐	☐

B. STUDENT ACCESS

With this tablet, students will be able to:	Not Addressed 1	Basic 2	Average 3	Good 4	Exemplary 5
9. Use Interactive Textbooks	☐	☐	☐	☐	☐
10. Take Assessments	☐	☐	☐	☐	☐
11. Access Books Online	☐	☐	☐	☐	☐
12. Take Online Courses	☐	☐	☐	☐	☐

C. COST & SECURITY

Hardware and Maintenance	Not Addressed 1	Basic 2	Average 3	Good 4	Exemplary 5
13. Affordability	☐	☐	☐	☐	☐
14. Durability	☐	☐	☐	☐	☐
15. Battery Life	☐	☐	☐	☐	☐
16. Power	☐	☐	☐	☐	☐
17. Software Available	☐	☐	☐	☐	☐
18. Software Requirements for Use	☐	☐	☐	☐	☐
19. Security for Sensitive Applications i.e. tests	☐	☐	☐	☐	☐
20. Security for Inappropriate Internet Sites	☐	☐	☐	☐	☐

D. TRAINING AND TECHNICAL SUPPORT

Training and Technical Support	Not Addressed 1	Basic 2	Average 3	Good 4	Exemplary 5
21. Ease of Use	☐	☐	☐	☐	☐
22. Initial Training	☐	☐	☐	☐	☐
23. Advanced Training (ie. Cost and Ratio 30 to 1)	☐	☐	☐	☐	☐
24. Technical Support	☐	☐	☐	☐	☐

RUBRIC FOR TABLET

TO SUPPORT THE IMPLEMENTATION OF DIGITAL INSTRUCTION

E. PRODUCTIVITY TOOLS

This tablet enables users to:	Not Addressed 1	Basic 2	Average 3	Good 4	Exemplary 5
25. Create Interactive Materials	☐	☐	☐	☐	☐
26. Use Customizable Templates to Create Resources	☐	☐	☐	☐	☐
27. Integrate Educational Resources (ie. charts, tables, photos, presentations, interactive images, videos)	☐	☐	☐	☐	☐
28. Use Multi-Touch Widgets (i.e. placeholders, numbering, add accessibility descriptors)	☐	☐	☐	☐	☐
29. Post Messages, Notes and Materials	☐	☐	☐	☐	☐
30. Download Books	☐	☐	☐	☐	☐
31. Access Applications	☐	☐	☐	☐	☐
32. Customize and Secure Work (ie.PDF file, video introduction, export work)	☐	☐	☐	☐	☐

F. STUDENT ACCESS

With this tablet, students will be able to:	Not Addressed 1	Basic 2	Average 3	Good 4	Exemplary 5
33. Use Interactive Textbooks	☐	☐	☐	☐	☐
34. Take Assessments	☐	☐	☐	☐	☐
35. Access Books Online	☐	☐	☐	☐	☐
36. Take Online Courses	☐	☐	☐	☐	☐

G. COST & SECURITY

Hardware and Maintenance	Not Addressed 1	Basic 2	Average 3	Good 4	Exemplary 5
37. Affordability	☐	☐	☐	☐	☐
38. Durability	☐	☐	☐	☐	☐
39. Battery Life	☐	☐	☐	☐	☐
40. Power	☐	☐	☐	☐	☐
41. Software Available	☐	☐	☐	☐	☐
42. Software Requirements for Use	☐	☐	☐	☐	☐
43. Security for Sensitive Applications i.e. tests	☐	☐	☐	☐	☐
44. Security for Inappropriate Internet Sites	☐	☐	☐	☐	☐

H. TRAINING AND TECHNICAL SUPPORT

Training and Technical Support	Not Addressed 1	Basic 2	Average 3	Good 4	Exemplary 5
45. Ease of Use	☐	☐	☐	☐	☐
46. Initial Training	☐	☐	☐	☐	☐
47. Advanced Training (ie. Cost and Ratio 30 to 1)	☐	☐	☐	☐	☐
48. Technical Support	☐	☐	☐	☐	☐

RUBRIC FOR TABLET
TO SUPPORT THE IMPLEMENTATION OF DIGITAL INSTRUCTION

I. PRODUCTIVITY TOOLS

This tablet enables users to:	Not Addressed 1	Basic 2	Average 3	Good 4	Exemplary 5
49. Create Interactive Materials	☐	☐	☐	☐	☐
50. Use Customizable Templates to Create Resources	☐	☐	☐	☐	☐
51. Integrate Educational Resources (ie. charts, tables, photos, presentations, interactive images, videos)	☐	☐	☐	☐	☐
52. Use Multi-Touch Widgets (i.e. placeholders, numbering, add accessibility descriptors)	☐	☐	☐	☐	☐
53. Post Messages, Notes and Materials	☐	☐	☐	☐	☐
54. Download Books	☐	☐	☐	☐	☐
55. Access Applications	☐	☐	☐	☐	☐
56. Customize and Secure Work (ie.PDF file, video introduction, export work)	☐	☐	☐	☐	☐

J. STUDENT ACCESS

With this tablet, students will be able to:	Not Addressed 1	Basic 2	Average 3	Good 4	Exemplary 5
57. Use Interactive Textbooks	☐	☐	☐	☐	☐
58. Take Assessments	☐	☐	☐	☐	☐
59. Access Books Online	☐	☐	☐	☐	☐
60. Take Online Courses	☐	☐	☐	☐	☐

K. COST & SECURITY

Hardware and Maintenance	Not Addressed 1	Basic 2	Average 3	Good 4	Exemplary 5
61. Affordability	☐	☐	☐	☐	☐
62. Durability	☐	☐	☐	☐	☐
63. Battery Life	☐	☐	☐	☐	☐
64. Power	☐	☐	☐	☐	☐
65. Software Available	☐	☐	☐	☐	☐
66. Software Requirements for Use	☐	☐	☐	☐	☐
67. Security for Sensitive Applications i.e. tests	☐	☐	☐	☐	☐
68. Security for Inappropriate Internet Sites	☐	☐	☐	☐	☐

L. TRAINING AND TECHNICAL SUPPORT

Training and Technical Support	Not Addressed 1	Basic 2	Average 3	Good 4	Exemplary 5
69. Ease of Use	☐	☐	☐	☐	☐
70. Initial Training	☐	☐	☐	☐	☐
71. Advanced Training (ie. Cost and Ratio 30 to 1)	☐	☐	☐	☐	☐
72. Technical Support	☐	☐	☐	☐	☐

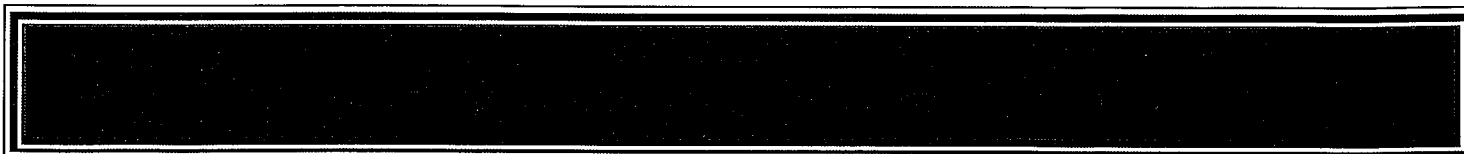|	Not Addressed 1	Basic 2	Average 3	Good 4	Exemplary 5
73. Create Interactive Materials	☐	☐	☐	☐	☐
74. Use Customizable Templates to Create Resources	☐	☐	☐	☐	☐
75. Integrate Educational Resources (ie. charts, tables, photos, presentations, interactive images, videos)	☐	☐	☐	☐	☐
76. Use Multi-Touch Widgets (i.e. placeholders, numbering, add accessibility descriptors)	☐	☐	☐	☐	☐
77. Post Messages, Notes and Materials	☐	☐	☐	☐	☐
78. Download Books	☐	☐	☐	☐	☐
79. Access Applications	☐	☐	☐	☐	☐
80. Customize and Secure Work (ie.PDF file, video introduction, export work)	☐	☐	☐	☐	☐

	Not Addressed 1	Basic 2	Average 3	Good 4	Exemplary 5
81. Use Interactive Textbooks	☐	☐	☐	☐	☐
82. Take Assessments	☐	☐	☐	☐	☐
83. Access Books Online	☐	☐	☐	☐	☐
84. Take Online Courses	☐	☐	☐	☐	☐

	Not Addressed 1	Basic 2	Average 3	Good 4	Exemplary 5
85. Affordability	☐	☐	☐	☐	☐
86. Durability	☐	☐	☐	☐	☐
87. Battery Life	☐	☐	☐	☐	☐
88. Power	☐	☐	☐	☐	☐
89. Software Available	☐	☐	☐	☐	☐
90. Software Requirements for Use	☐	☐	☐	☐	☐
91. Security for Sensitive Applications i.e. tests	☐	☐	☐	☐	☐
92. Security for Inappropriate Internet Sites	☐	☐	☐	☐	☐

	Not Addressed 1	Basic 2	Average 3	Good 4	Exemplary 5
93. Ease of Use	☐	☐	☐	☐	☐
94. Initial Training	☐	☐	☐	☐	☐
95. Advanced Training (ie. Cost and Ratio 30 to 1)	☐	☐	☐	☐	☐
96. Technical Support	☐	☐	☐	☐	☐

COMMENTS:

REVIEW SUMMARY:

DIRECTIONS: Use the summary below to record your scores for the evidences under each section.

Total each section and AVERAGE the scores for each section.

Overall Total: Add all section totals and divide by 4.

NOTE: Round off to the nearest tenth, to determine an overall score for the entire section.

A. PRODUCTIVITY TOOLS	B. STUDENT ACCESS	C. COST AND SECURITY	D. TRAINING & TECHNICAL SUPPPORT
1.	9.	13.	21.
2.	10.	14.	22.
4.	11.	15.	23.
5	12.	16.	24.
6.		17.	
7.		18.	
8.		19.	
		20.	
Total:	Total:	Total:	Total:
Overall Total:			

	Paper 1	Paper 2	Paper 3	Paper 4	Paper 5	Paper 6	Paper 7	Paper 8	Paper 9	Paper 10	Page 11	Page 12	Page 13	Page 14	Page 15	Page 16	Page 17	Page 18	Page 19	
1	5	5	4	5	4	5	4	5	5	5	5	5	5	5	5	5	5	5	5	
2	5	5	4	5	4	5	4	5	4	4	4	5	4	5	5	5	5	5	5	
3	5	5	5	5	4	5	4	5	5	5	4	5	5	5	5	5	5	5	5	
4	5	5	5	5	4	5	4	4	5	5	4	5	5	5	5	5	5	5	5	
5	5	5	4	5	4	5	5	4	5	5	5	5	5	5	5	5	4	5	5	
6	5	5	5	5	4	5	5	4	5	5	5	5	5	5	5	5	5	5	5	
7	5	5	5	5	4	4	4	4	5	5	4	5	5	5	5	5	5	5	5	
8	5	3	5	5	3	5	4	4	5	5	4	5	4	4	5	5	5	5	3	
	40	38	37	40	31	39	34	35	39	39	35	40	38	39	40	40	39	40	38	
9	5	5	5	5	5	5	5	4	5	5	5	5	5	5	5	5	5	5	5	
10	5	4	1	1	4	4	4	3	5	4	1	5	1	1	1	5	4	5	4	
11	5	3	5	5	5	5	5	5	5	5	4	5	5	4	5	5	5	5	5	
12	5	4	5	5	5	5	4	4	4	4	4	5	5	4	5	5	5	5	5	
	20	16	16	16	19	19	18	16	19	18	14	20	16	14	16	20	19	20	19	
13	5	2	3	4	4	3	3	4	3	3	3	3	3	3	3	4	5	5	3	
14	5	3	4	5	4	3	4	3	4	4	3	5	4	3	3	5	4	5	3	
15	5	5	5	5	5	5	5	4	5	5	4	5	5	5	5	5	5	5	5	
16	5	5	5	5	4	3	4	4	5	5	4	5	3	5	5	5	5	5	5	
17	5	5	5	5	4	4	4	3	5	5	4	4	4	5	5	5	5	5	5	
18	5	5	5	5	4	4	4	4	4	5	4	3	1	1	1	5	5	5	4	
19	5	4	4	3	3	4	4	3	1	2	4	5	2	4	1	5	5	5	3	
	35	29	31	32	28	26	28	25	27	29	26	30	22	26	23	34	34	35	28	
20	5	3	4	5	3	4	2	4	1	3	3	5	3	4	5	3	5	4	3	
21	5	5	5	5	5	4	4	4	5	5	5	5	5	5	5	5	5	5	5	
22	5	4	4	5	5	3	4	4	3	5	4	5	5	5	5	5	5	5	3	
23	5	4	4	5	5	3	4	4	3	5	3	5	5	5	1	5	5	5	3	
24	5	2	4	5	4	4	2	4	3	3	3	5	5	4	1	5	5	5	1	
	25	18	21	25	22	18	16	20	15	21	18	25	23	23	17	23	25	24	15	
	120	101	105	113	100	102	96	96	100	107	93	115	99	102	96	117	117	119	100	
	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	
	30	25.25	26.25	28.25	25	25.5	24	24	25	26.75	23.25	28.75	24.75	25.5	24	29.25	29.25	29.75	25	**499.5**

Page 1	Page 2	Page 3	Page 4	Page 5	Page 6	Page 7	Page 8	Page 9	Page 10	Page 11	Page 12	Page 13	Page 14	Page 15	Page 16	Page 17	Page 18	Page 19	
2	4	1	5	0	2	2	1	1	2	2	1	3	5	2	5	5	2	1	
1	4	1	5	1	2	2	1	1	2	3	1	3	3	2	3	5	2	1	
3	4	2	5	1	3	2	1	2	1	3	1	3	5	3	5	5	2	1	
4	4	1	4	1	2	4	1	1	2	3	1	4	4	2	5	5	3	1	
4	4	2	5	3	3	4	1	2	1	3	3	3	5	2	4	5	2	1	
0	4	2	5	3	4	3	1	2	2	4	3	3	5	2	5	5	2	4	
4	4	2	4	4	3	4	1	3	2	4	2	3	5	3	5	5	2	5	
3	4	2	5	5	3	3	1	3	2	4	3	5	5	4	5	5	2	3	
21	32	13	38	18	22	24	8	15	14	26	15	27	37	20	37	40	17	17	
2	4	2	5	1	1	3	1	1	1	2	1	3	5	2	5	5	1	3	
2	4	2	5	1	1	1	1	1	1	3	1	3	5	2	5	5	5	1	
2	4	2	5	3	4	3	1	2	1	3	2	3	5	2	5	5	5	4	
2	4	2	5	1	1	1	1	1	1	3	2	3	1	2	5	5	5	1	
8	16	8	20	6	7	8	4	5	4	11	6	12	16	8	20	20	16	9	
4	4	4	4	2	3	3	3	4	0	3	3	3	4	3	4	5	3	3	
5	5	5	5	4	4	5	5	4	5	5	4	5	5	4	5	5	5	5	
4	4	4	4	4	4	4	5	2	4	3	3	4	4	3	4	5	3	3	
4	4	4	4	4	4	4	5	2	0	3	3	5	4	3	4	5	3	3	
4	4	3	4	1	4	4	4	2	2	3	3	4	5	3	5	5	3	5	
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29	30	27	31	20	27	29	26	21	18	24	24	29	29	23	32	35	27	28	
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3	0	2	5	3	4	4	5	1	2	3	3	4	1	3	5	5	5	4	
1	0	2	5	1	1	1	1	1	2	2	1	1	1	3	4	5	5	1	
1	0	3	1	1	1	1	1	1	1	2	1	1	1	3	4	5	1	1	
5	0	4	5	1	5	5	1	3	1	3	1	4	1	3	4	5	1	4	
15	5	15	21	9	12	16	10	7	11	14	10	14	8	17	22	25	15	14	
73	83	63	110	53	68	77	48	48	47	75	55	82	90	68	111	120	75	68	
4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	
18.25	20.75	15.75	27.5	13.25	17	19.25	12	12	11.75	18.75	13.75	20.5	22.5	17	27.75	30	18.75	17	**353.5**

Page 1	Page 2	Page 3	Page 4	Page 5	Page 6	Page 7	Page 8	Page 9	Page 10	Page 11	Page 12	Page 13	Page 14	Page 15	Page 16	Page 17	Page 18	Page 19
3	4	1	1	2	3	3	5	4	3	2	3	3	3	1	2	2	1	2
3	4	1	1	2	1	3	5	4	3	2	3	1	3	1	2	1	1	3
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18	14	5	7	19	12	20	25	16	17	15	17	14	17	14	12	15	9	15
84	89	38	48	80	64	82	114	77	88	59	73	73	86	48	63	55	37	62
4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4
21	22.25	9.5	12	20	16	20.5	28.5	19.25	22	14.75	18.25	18.25	21.5	12	15.75	13.75	9.25	15.5

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4	4	1	3	1	5	2	2	5	3	1	2	1	1	4	2	4	3	4
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4	4	2	3	3	5	4	3	5	4	1	4	3	3	2	2	4	2	5
32	**33**	**12**	**30**	**14**	**36**	**28**	**23**	**40**	**31**	**12**	**25**	**17**	**20**	**26**	**24**	**32**	**26**	**29**
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4	4	1	3	1	1	1	3	5	4	1	4	1	1	3	1	4	5	1
16	**15**	**5**	**14**	**8**	**12**	**11**	**12**	**20**	**16**	**5**	**14**	**5**	**8**	**12**	**10**	**16**	**14**	**10**
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0	1	2	3	1	1	1	3	5	3	1	1	3	1	3	1	4	1	1
20	**29**	**14**	**25**	**18**	**22**	**23**	**21**	**35**	**28**	**21**	**20**	**19**	**23**	**26**	**25**	**29**	**24**	**21**
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4	3	1	4	3	1	4	2	5	4	4	5	2	3	4	3	4	4	3
16	**16**	**7**	**19**	**12**	**10**	**10**	**12**	**25**	**19**	**12**	**11**	**9**	**14**	**19**	**12**	**20**	**17**	**16**
84	93	38	88	52	80	72	68	120	94	50	70	50	65	83	71	97	81	76
4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4
21	23.25	9.5	22	13	20	18	17	30	23.5	12.5	17.5	12.5	16.25	20.75	17.75	24.25	20.25	19

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iPad Committee Meeting
February 22, 2012

Items	Discussion
Board Approved	The iPad initiative was approved at the Tuesday, February 21, 2012, board meeting.
Determining Teachers for 2012-2013	Principals will need to have master schedules ready so that teachers who are interested in teaching 7th grade can be identified. This will develop the list of teachers for training.
Staff Development Plan	Shannon and Yvette will share a lesson plan which they have developed on the iPad. Would like to have one lesson plan in the four core subjects available on the iPad. Tentative plan for a staff development could be: 　*Training from Apple for the morning session 　*DWAST covers lesson plans for the afternoon session Materials need to be developed Teachers could test iPads for two weeks prior to the roll out. 　*Have additional training to gather feedback on what works and what needs to be adjusted or changed.
Vacancies/Substitutes	Need to look at alternatives for long term substitutes to have access.
Creating Lessons or iBooks w/o Apple product	You cannot use iBooks unless you have an Apple computer. However, there are other options which will be discussed at the February 29, 2012, meeting with Kent Christensen, Account Executive for Apple.
Integrating Safari Montage	Safari Montage will be used to categorize and store materials. This will be part of the development process.
Textbooks (what platform)	Explore platforms for textbooks. For example, "pdf" files or alternatives. The iPad is a tool that needs to be tied to the common core standards. Kent Christensen will share downloadable links. Some publishers offer you "pdf" files to download. Need to be sure that they meet State requirements. The Curriculum office will share the database of publishers/textbooks at the next meeting.
Wireless Network Capacity	Every middle school will need to have adequate capacity and access. IT is currently monitoring the capacity at Hilltop Middle School. Need to ensure that we have enough capacity for next year and continue to expand as each year goes by.

iPad Committee Meeting
February 22, 2012

Implementation Plan	Need to develop an implementation plan.
Repair Service	Apple Care Plus Plan is an up and coming service plan (currently not available) which will replace broken iPads. An emphasis needs to be placed on students to be responsible but also want to be able to replace the product in the event it is broken. A concern was raised regarding how many times the Apple Care Plus Plan will replace an iPad.
Parent Letters	Letters will need to be sent to parents of current 6th graders making them aware of this new instructional tool. Letters will also need to be sent to parents of students in grades 8-12 as their child/children will not be receiving an iPad.
Next Steps	Meetings will take place approximately every ten (10) days. The next two meetings are scheduled for Wednesday, February 29, 2012, at 9:00 a.m. in the Board Room and Monday, March 12, 2012 at 1:30 p.m. in Rooms A & B. At the February 29, 2012, meeting Kent Christensen from Apple will be there to discuss the opportunities and options regarding this iPad program as well as cutting edge updates from Apple. A Ted from Fullerton will be presenting at the March 12, 2012, meeting. Goal is to give out assignments over the next couple of meetings and have committee members work on different issues.
General Information	The iPad is an instructional tool. Students will only be able to access the material placed on the iPad by the district. There will be restrictions. Students will not be able to access iTunes. Rubberized covers will be used to provide optimum protection for the iPad device. Piloting with HTM. Looking at piloting EOCE at HTM. You do not need to have an Apple computer to develop lesson plans/materials for the iPad. Kent Christensen will discuss options at the February 29, 2012, meeting. Will the district start purchasing Apple computers in replacement of Dell computers? No, programs such as Chancery, Truecourse, and Lawson need to be compatible. Would like to talk about this initiative in negotiations.
Concerns/Recommendations	Communicate with other school districts that have already implemented this tool. Adaptability to use with current software. Develop Policies for both students and staff. Include parents in contract for students. What about parents who do not want their child to have an iPad?

iPad Committee Meeting
February 22, 2012

Concerns/Recommendation Continued……	Adaptability with SmartBoards. Who owns material created by teachers? This needs to be addressed and a policy developed. Provide teachers with training so that they can be support to other teachers on staff. Need to anticipate questions and doubts parents will have, and address these concerns carefully. How will we handle Williams Settlement? How are the iPads going to be collected and stored? What will happen to the iPads once the lease is up? How will this get paid in future years? A parent leasing program could be available by next year. If 35% of parents participate in this program, this will significantly help to offset the cost for the district. Hilltop Middle School is currently piloting an iPad program. We need to use them as a model for what is working and what adjustments need to be made. Main focus is to make this work for next year.

Below is the front page of our iPad community.
Announcements can be added, and they can be set for a specific time frame.
If you are prompted for your username and password each time you sign in to the community, Please try the following:

- In Internet Explorer, Select Tools, then Internet Options
- Click Security (2nd Tab)
- Click on Custom Level>User Authentication/Select Automatic Logon with current user name and password
- NOTE: CONTINUE TO USE THE COMMUNITY IN INTERNET EXPLORER EITHER AS A FAVORITE OR DESKTOP SHORTCUT
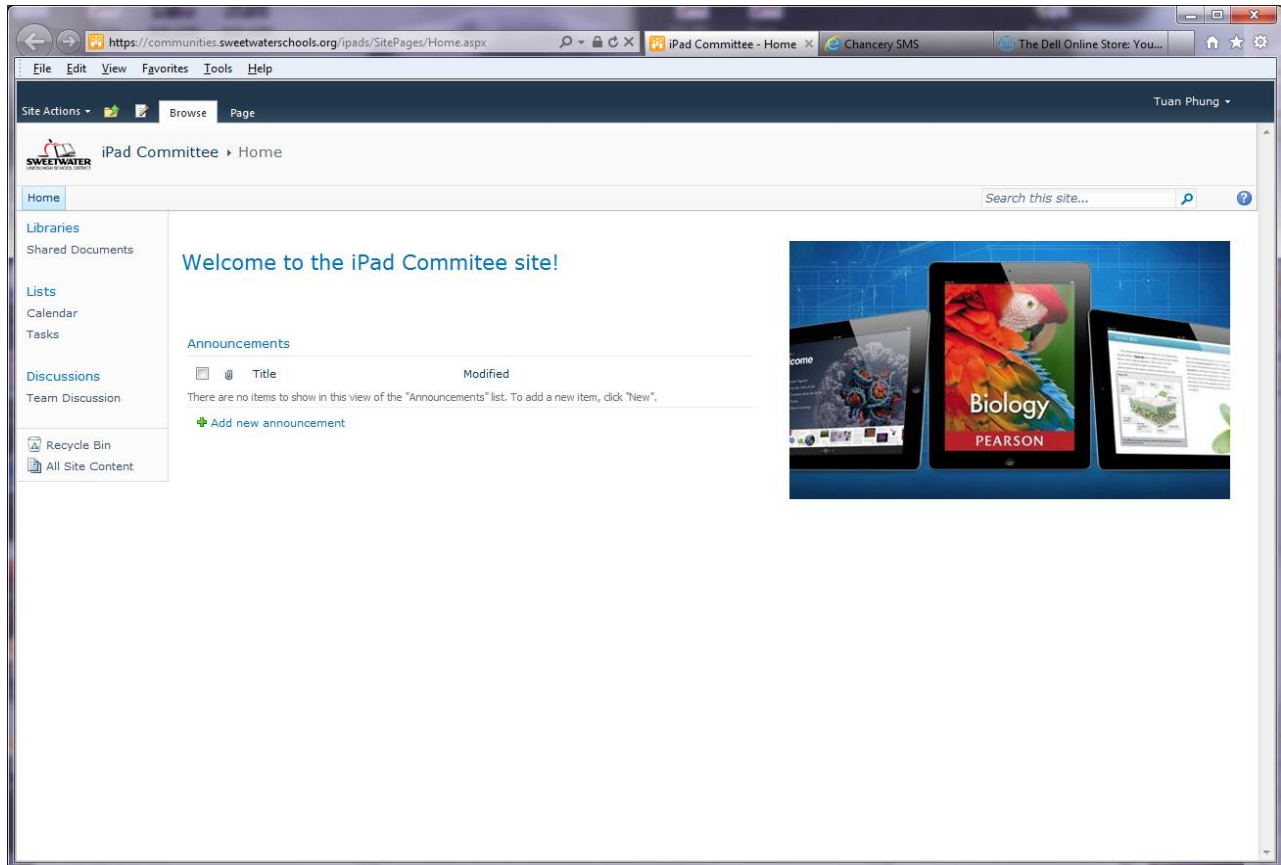
You will need to change your alerts so you can get automatic updates when a calendar or discussion item is added or changed. The next screens show how to set an alert for your calendar, but each item needs to be changed individually. In addition, you will want to rename the item when you set the alert. For example, I changed "Calendar" to "ipad Calendar."

On the left hand side of the page, you want to go ahead and click on CALENDER

- Once on the calendar, go to the top of the page and click on Calendar, under *"Calendar Tools"*. *"Calendar Tools"* should be highlighted in Green
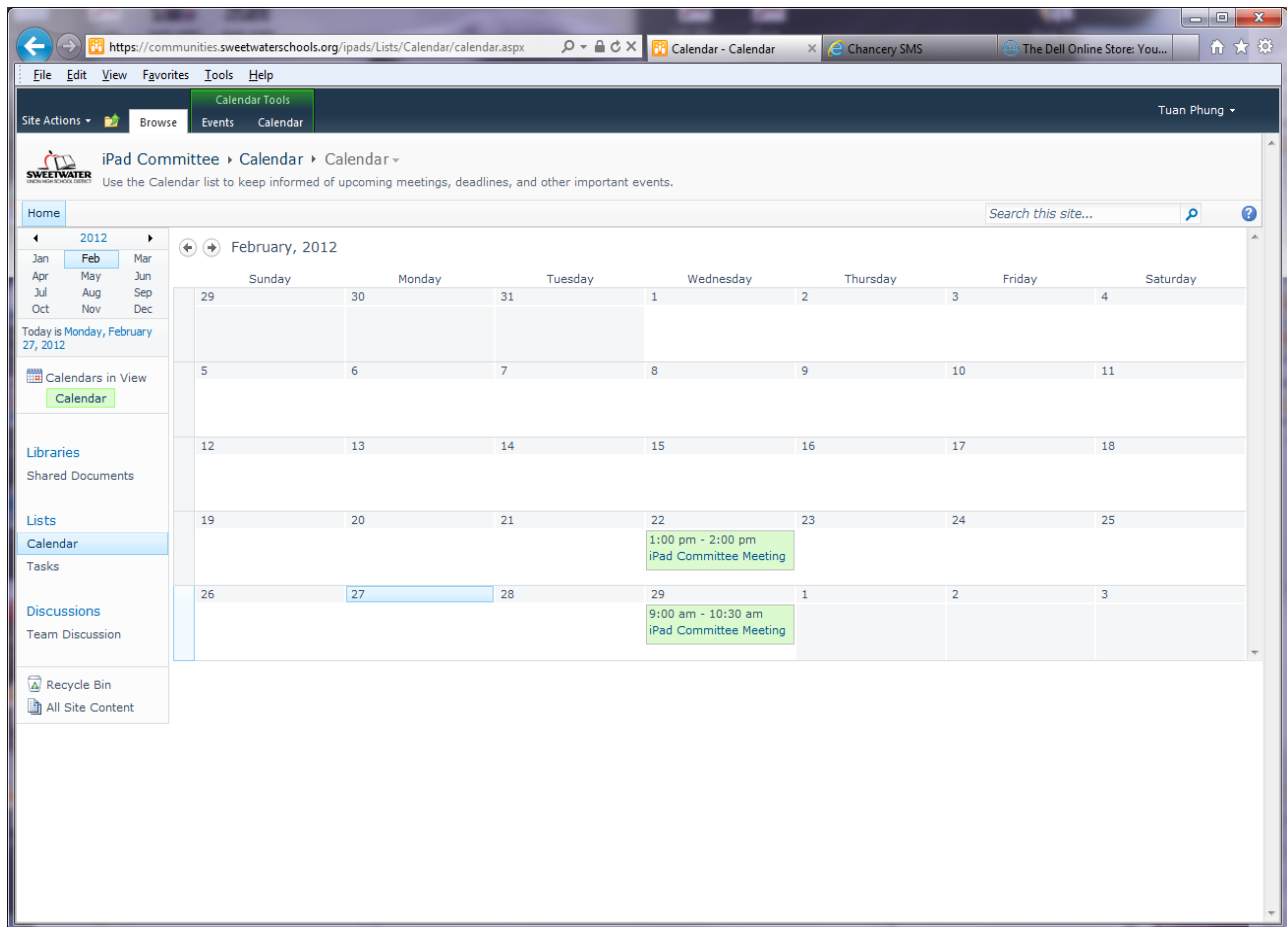
Across the top of the page, you'll see options for Day, Week, Month. You want to leave it in months. Please take your cursor and move it across the same row to the Icon with the ringing Bell...
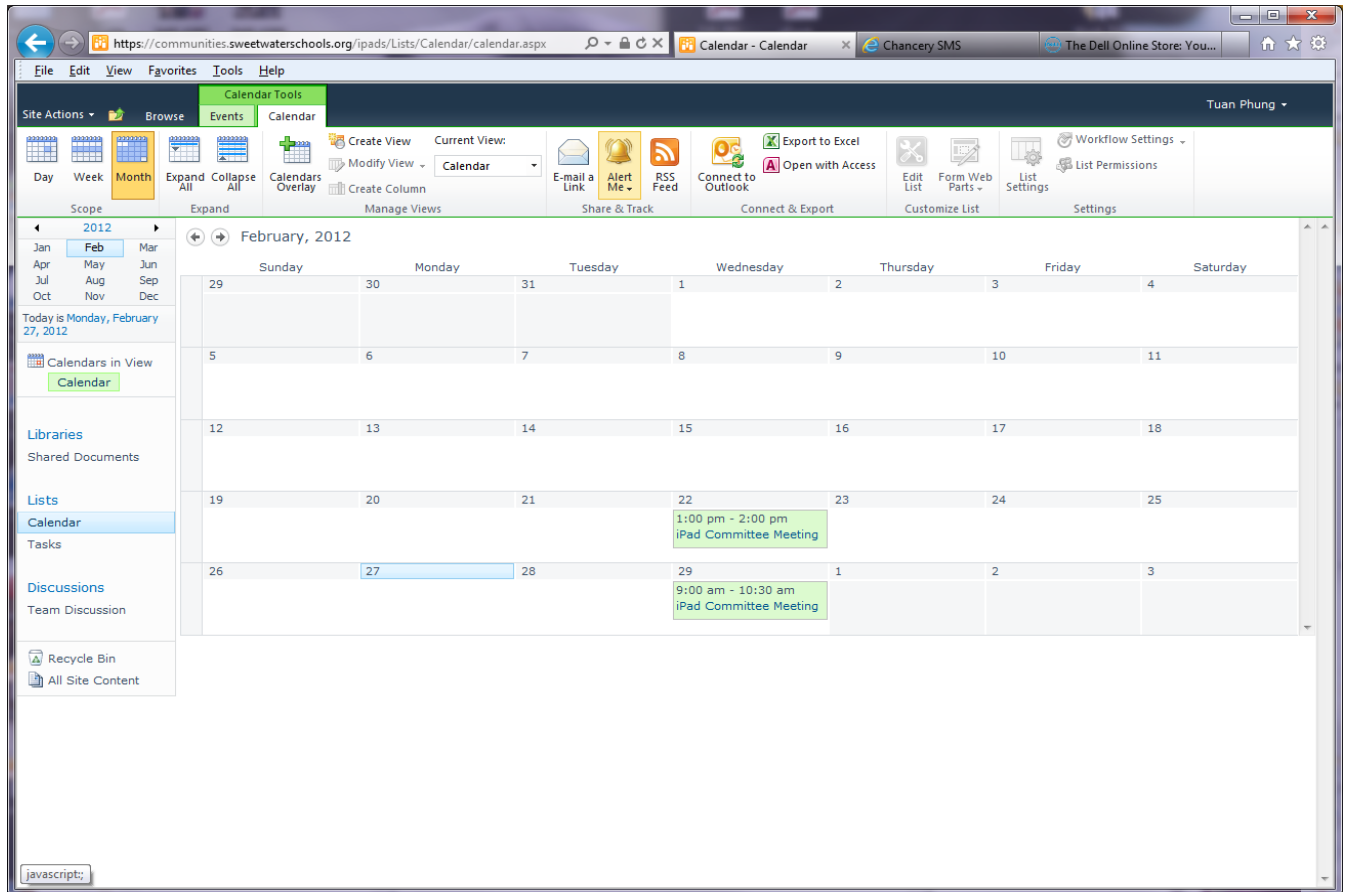
Across the same row as the DAY, WEEK, MONTH option....click on the Icon with the Ringing Bell, "ALERT ME"
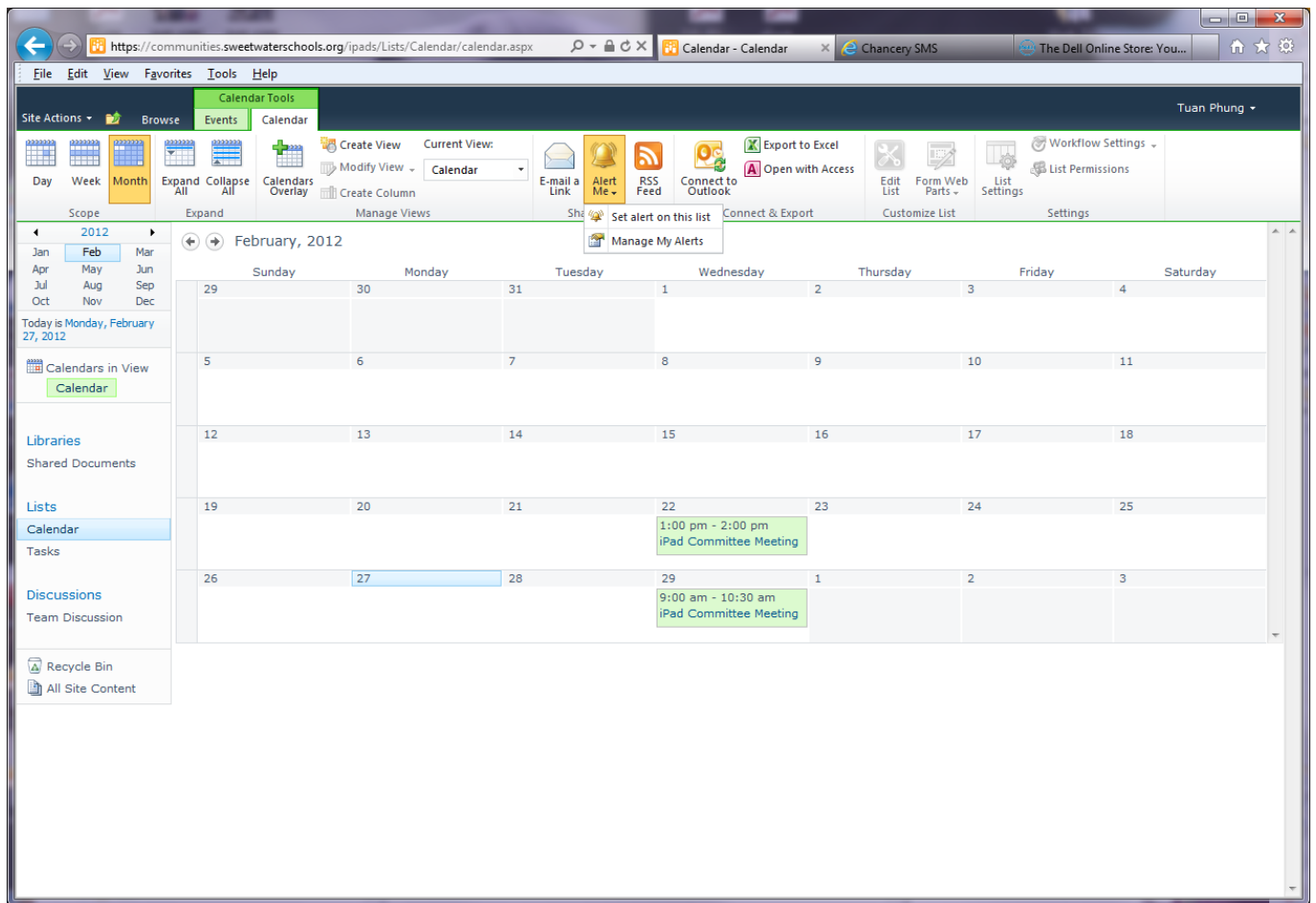
When you click on ALERT ME, you'll get two options. Click on the first option. "Set Alert On This List"

This is what you see when you click on the first option, "Set Alert On This List"
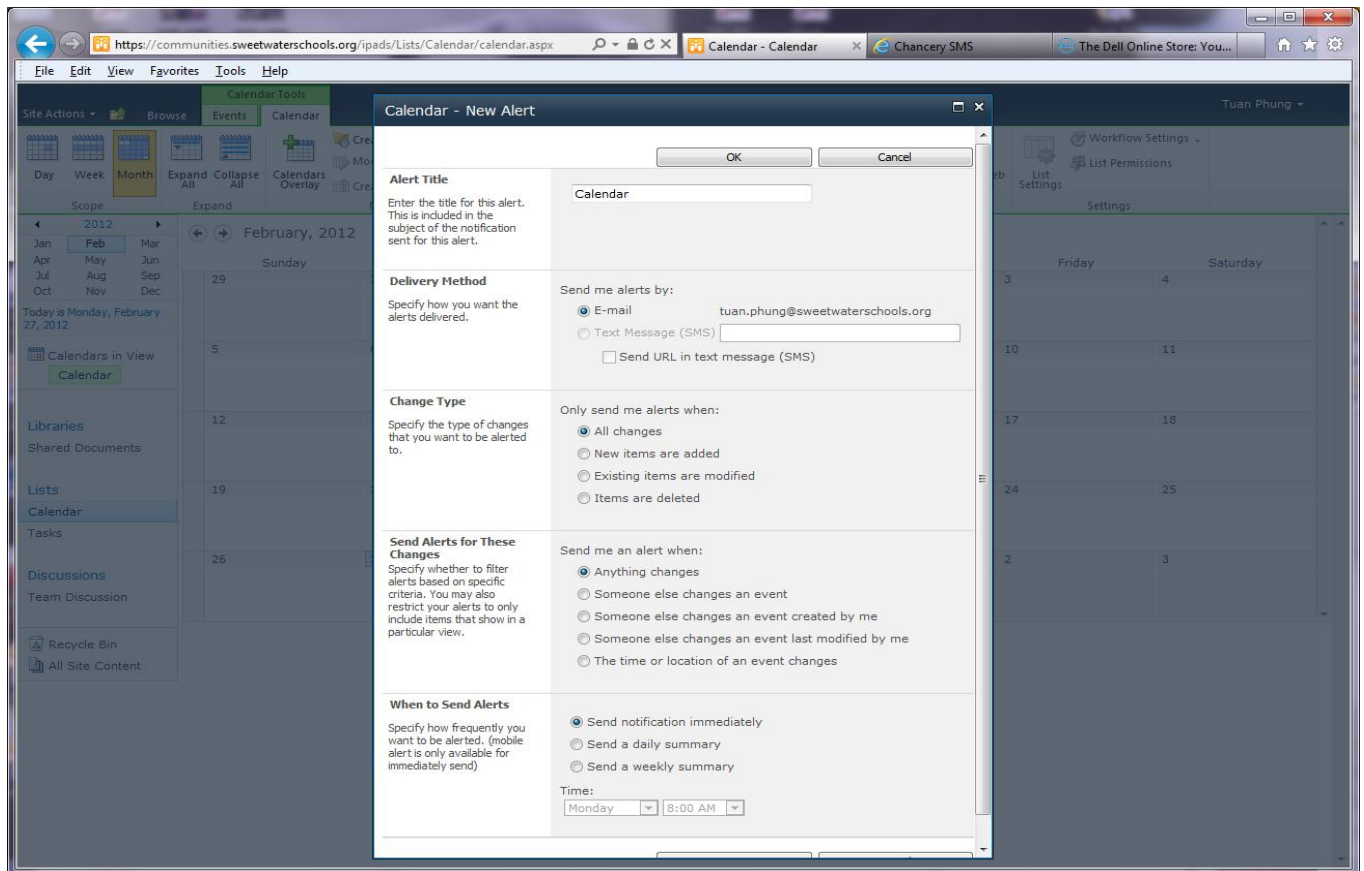
When you reach this page, you have the option to customize the alerts that would meet your needs

- **ALERT Calendar**: It is recommended that you change the name of the Calendar, so when you do get the alerts, you know which calendar it's coming from. Example would be: iPad Calendar.
- **Delivery Method**: You can have alerts come to your email, which is the default, or you can have a text message (SMS) sent to your phone
- **Change TYPE**: You can be notified of when you want the alerts sent to you.
- **Send Alerts for These Changes**: You can filter out alerts based on a specific criteria.
- **When to Send Alerts**: This option lets you decide when you wants the alerts sent out to you

Sweetwater Union High School District - iPad

ID		Task Mode	Task Name	Scheduled Start	Scheduled Finish	% Complete
1	✓	📌	1 PHASE 1	Mon 4/2/12	Fri 8/3/12	100%
2	✓📒	📌	1.60 Talk to Cox about low cost home internet access	Mon 4/2/12	Mon 4/2/12	100%
3	✓📒	📌	1.37 Determine which staff members will be in iPad classroom environments	Mon 4/2/12	Fri 4/6/12	100%
4	✓	📌	1.2 Create app purchasing process	Mon 4/2/12	Tue 4/10/12	100%
5	✓	📌	1.39 Determine possible parent purchase options	Mon 4/2/12	Tue 4/10/12	100%
6	✓	📌	1.40 Define an inventory process	Mon 4/2/12	Tue 4/10/12	100%
7	✓	🖥	1.1 Configure iPad management tool	Mon 4/2/12	Mon 4/30/12	100%
8	✓	📌	1.46 Acceptable use policy and accountability documents for staff and students	Mon 4/2/12	Thu 5/31/12	100%
9	✓	📌	1.3 Test wireless density at all sites	Mon 4/2/12	Mon 7/9/12	100%
10	✓	📌	1.47 Meet with principals and asst. principals to discuss iPad launch (ongoing)	Mon 4/2/12	Tue 7/31/12	100%
11	✓	📌	1.43 Analyze assessment process (to include training for staff and students)	Mon 4/2/12	Fri 8/3/12	100%
12	✓	📌	1.9 Create teacher deployment plan	Mon 4/9/12	Mon 4/23/12	100%
13	✓📒	📌	2.3 Determine appropriate cases for special ed students	Mon 4/16/12	Fri 4/20/12	100%
14	✓	📌	1.6 Setup Apple ID's for each site	Mon 4/16/12	Mon 4/30/12	100%
15	✓	📌	1.8 Create student deployment plan	Mon 4/16/12	Tue 5/1/12	100%
16	✓	📌	1.4 Create process for syncing and Apple ID configuration and management	Mon 4/16/12	Tue 5/1/12	100%
17	✓	📌	1.22 Introductory PD for 7th grade teachers. Intro to lesson Dev.	Mon 4/30/12	Fri 5/4/12	100%
18		📌	PHASE 2	Tue 5/1/12	Fri 8/31/12	78%
19	✓	📌	2.32 Conduct pilot (Data Director) online EOC administration at HTM ELA	Tue 5/1/12	Tue 5/1/12	100%
20	✓	📌	3.25 Assess pilot of assessment at HTM ELA	Tue 5/1/12	Thu 5/31/12	100%
21		📌	2.34 Determine policy on materials creation and ownership of material for iPads	Tue 5/1/12	Tue 5/1/12	50%
22	✓	📌	3.1 Create program to scan iPad asset number into Chancery	Tue 5/1/12	Tue 5/1/12	100%
23	✓	📌	2.20 Create personal purchase program for staff (payroll deduction)	Tue 5/1/12	Wed 8/1/12	100%
24	✓	📌	2.2 Apple Configurator Overview/training	Tue 5/1/12	Mon 5/7/12	100%
25	✓	📌	1.7 Choose an LMS for communication/productivty/storage	Tue 5/1/12	Mon 5/14/12	100%
26	✓	📌	2.6 Staff deployment of iPads - IT support staff	Tue 5/1/12	Fri 5/18/12	100%
27	✓	📌	2.47 Create FAQ for program	Tue 5/1/12	Fri 5/18/12	100%
28	✓📒	📌	2.5 Detemine student email capacity and management	Tue 5/1/12	Fri 5/25/12	100%
29	✓	📌	Create a resource iBook for all teachers on possible apps (recommended)	Tue 5/1/12	Thu 5/31/12	100%

ID		Task Mode	Task Name	Scheduled Start	Scheduled Finish	% Complete
30	✓	📌	1.12 ID Free Apps for Students	Tue 5/1/12	Fri 6/1/12	100%
31		📌	2.48 Create and update community website to show goals/progress	Tue 5/1/12	Fri 8/31/12	20%
32	✓	📌	1.45 Determine process to get textbook content on iPads and format	Wed 5/2/12	Thu 5/10/12	100%
33	📝	📌	1.44 Negotiate iPad questions with teacher union	Tue 5/1/12	Mon 5/21/12	0%
34	📝	📌	1.11 Conversion of textbooks to ePub and iBooks	Wed 5/2/12	Mon 6/18/12	80%
35	🔴	📌	1.10 Discuss web filter	Tue 5/1/12	Tue 5/1/12	0%
36	✓	📌	1.23 PD for the teachers - Receive iPads and 2 hr. iBook orientation of apps for teachers	Mon 5/7/12	Fri 5/11/12	100%
37	📝	📌	1.38 Define mission/vision for project	Tue 5/1/12	Mon 5/14/12	0%
38	✓	📌	Apple to provide intensive training to DWAST and 2 t. per subject/ per site 8 total	Fri 5/18/12	Thu 5/31/12	100%
39	✓📝	📌	1.41 Define site leads/staff roles	Mon 5/21/12	Tue 5/29/12	100%
40	✓	📌	2.17 PD for subject specific resources- completed Ubd units, learn how to us them and how to create Ibook	Wed 5/23/12	Sat 6/30/12	100%
41	✓	📌	1.25 Creation of units using web-based resources and student components	Fri 5/25/12	Tue 7/17/12	100%
42	✓	📌	1.26 Technology integration to include LMS/SIS/Edmodo	Thu 5/31/12	Mon 7/2/12	100%
43	✓	📌	2.31 Management meeting for update on progress of goals	Thu 5/31/12	Thu 5/31/12	100%
44	✓	📌	3.26 Define program for iPad replacement and loaners	Thu 5/31/12	Thu 5/31/12	100%
45		📌	PHASE 3	Fri 6/1/12	Tue 9/18/12	88%
46	✓	📌	3.27 Meet with principals and asst. principals to discuss iPad launch (ongoing)	Fri 6/1/12	Fri 8/31/12	100%
47	🔴	📌	3.2 Conversion of textbooks to ePub and iBooks complete	Fri 6/1/12	Mon 7/30/12	90%
48		📌	3.3 LMS Set-up and initial deployment	Mon 6/25/12	Thu 7/12/12	75%
49	✓	📌	1.61 Distribute letter of agreement for iPad use to parents	Mon 7/16/12	Fri 8/31/12	100%
50	✓	📌	1.62 Distribute intro letter to incoming 7th grade students	Mon 7/16/12	Fri 8/31/12	100%
51	✓	📌	2.35 Assure student access to textbook materials at school and home	Mon 7/23/12	Tue 9/18/12	100%
52		📌	3.38 iPad showcase and deployment discussion (site level)	Fri 6/1/12	Wed 7/4/12	0%
53		📌	PHASE 4	Mon 7/23/12	Wed 10/31/12	0%
54	🔴	📌	4.1 Student Deployment	Mon 7/23/12	Fri 8/31/12	0%
55	📝	📌	2.1 LMS pilot and training	Mon 7/23/12	Mon 10/22/12	0%
56		📌?	Pending/To Do/Ongoing	Mon 7/23/12	Mon 7/23/12	0%
57	📝	📌?	Community meeting (possible student committee/stakeholder input)	Mon 7/23/12	Mon 7/23/12	0%

ID		Task Mode	Task Name	Scheduled Start	Scheduled Finish	% Complete
58			Apple TV solution for all classrooms? Site-based purchase	Mon 7/23/12	Mon 7/23/12	0%
59			2.49 Ed Summit/Showcase (district level)	Mon 7/23/12	Mon 7/23/12	0%
60			4.12 Project night each quarter	Mon 7/23/12	Mon 7/23/12	0%
61			4.13 Research solution for database for teacher lessons	Mon 7/23/12	Mon 7/23/12	0%
62			4.14 Establish PLC communities and cadence	Mon 7/23/12	Mon 7/23/12	0%
63			4.15 Additional PD for lesson development	Mon 7/23/12	Mon 7/23/12	0%
64			4.16 Create "Tech Squad" – Student help desk process (TA credit)	Mon 7/23/12	Mon 7/23/12	0%
65			4.27 Parent iPad training	Mon 7/23/12	Mon 7/23/12	0%

Question	Parent
Are iPads going to be pre-loaded with textbooks?	iPads will be pre-loaded with textbooks for which the District has permission to distribute to students in a digital format. Students will receive pre-loaded textbooks for the following: English 7, English 7 Accelerated, Rhetorical Readers; Math 7, Math 7 Accelerated, Math Fundamentals; Algebra, Algebra Bilingual; Gen Science 1 Health, Gen Science 1 Health Accelerated, Gen Science 1 Health Bilingual
Which textbooks will teachers have access to on the iPad?	
Can teachers develop iBooks with PC computers or do they need to have Macs?	
Will students still need traditional textbooks?	Students will need traditional textbooks for the following subjects: Health, Health Bilingual; World Cultures 7, World Cultures 7 Accelerated, World Cultures 7 Fundamentals; English 7, English 7 Accelerated
Can online short stories be downloaded and annotated?	
How will teachers connect their iPads to their classroom Smart boards and/or projectors?	
Will APPS come preloaded on the iPad for students and teachers?	A pre-loaded set of APPS will come with students and teachers iPads.
What if a student or teacher has a personal iTunes account with their own apps, music, videos,etc?	Students are able to use their personal iTunes accounts to download personal APPS, music, video, etc. Students may not overwrite their personal iPad image over their District distributed iPad image. Students are advised that their District issued iPad should have appropriate content as determined by the Student Acceptable Use Policy.
Are Pearson's e-books interactive?	
Do parents have to give permission for students to have access to the Internet?	Parents must sign an Internet and iPad Acceptable Use Agreement, iPad Pact, and iPad Usage and Care Agreement.
Can Share Point units be transferred to iBooks or eBooks?	

Question	Answer
What is the difference between an iBook, eBook, and pdf file?	
What training will teachers get and when?	
Will there be teacher training over the summer?	
Can teachers visit other schools/districts who are using iPads?	
Can teachers meet before school (during scheduled meeting times) to build capacity and receive training?	
Will each school get Macs for creating and editing i-Books?	
Will certain features on the iPad (e.g. camera) be unavailable to students during class time?	
How will students submit electronic work?	Students will submit electronic work via a learning management system where documents and work can be uploaded, graded, returned, and archived.
Will students get additional equipment with their iPad?	Students will receive a heavy duty iPad cover which must be used at all times.
Will parents/students receive a packet that includes an acceptable use policy and other information about the iPad?	Parents will receive a letter from the school principal about their child's iPad. This letter will include the date(s) when iPads will be distributed to students plus copies of the Acceptable Use Policy, iPad Parent/Student Agreement, and iPad Usage and Care Instructions.
Will students be allowed to use social networks like Facebook?	The District blocks access to social networking sites like Facebook when students are accessing the Internet at school. Students who have Internet access at home will be able to use the Internet without District filtering. Therefore, parents are encouraged to closely monitor student iPad activities and usage.
Will classrooms have Apple TV devices?	

Will YouTube be accessible via the iPad?	The District blocks access to video sharing sites like YouTube when students are accessing the Internet at school. Students who have Internet access at home will be able to use the Internet without District filtering. Therefore, parents are encouraged to closely monitor student iPad activities and usage.
Will teachers be able to see or monitor student activity while on iPads via a management system?	
Are students allowed to take pictures and videos of teachers and other students?	Students may not take pictures or video without the express permission of the classroom teacher. Students may not upload pictures or video to video sharing sites without the express permission of the classroom teacher.
Is there a Power Teacher application for the iPad?	
Will students have access to a writing tool?	
Can a mouse be used with an iPad?	
Will support staff get iPad training e.g. student aides?	
Will formative and summative assessments like EOCs be administered with the iPad?	
Will teachers be able to project the image on their iPad wirelessly to a Smartboard or LCD projector?	
How can teachers upload a UBD to an iPad?	
Is there a way for teachers to monitor on task behavior?	There is no current electronic tool for monitoring on-task behavior.
Will teachers and students have access to Google docs for student collaboration?	Teachers and students will have access to Microsoft.edu cloud-based office applications for student and teacher productivity and collaboration.
How will students who do not have wireless access at home open textbooks or complete assignments using the iPad?	Students will have access to electronic textbooks (iBooks, eBooks, and PDF files) stored on their iPad devices so that they do not need wireless access at home in order to complete assignments.

Can students take AR tests on the iPad?	Students can use the iPad for any subscription based product e.g. AR, Achieve 3000 which is accessed through an Internet browser. Students may use these products at home if they have Internet access at home. Students who do not have Internet access at home will not be able to access these products.
What role do teachers play in assisting students who lose or damage iPads?	
What will the District do for students who lose or damage iPads?	Apple provides a warranty program with the iPads allowing for repair or replacement of damaged iPads at a cost of $49/incident (two incident limit). The $49 cost is the responsibility of the student/parent. A student who exceeds the two incident limit would be responsible for the full cost of repair or replacement. The District will provide students with textbooks should they be without an iPad for any reason. Loaner iPads will not be provided.
What if a student/family cannot replace or repair a broken iPad because they cannot afford the deductable?	If a student/family cannot replace a broken iPad because they cannot afford the $49 repair cost, the student will be issued textbooks in order to ensure full access to curriculum. The iPad will not be replaced by the District.
Are iPads kept in the classroom or do students get to take them home?	Students are expected to take iPads home daily. Students will be responsible for bringing their iPad to school each day fully charged and ready to use.
Will the District block apps that are purchased for home use when students are in class?	Apps that are purchased for home use may be used at school provided they are school appropriate. Teachers may restrict student use of games and other Apps that interfere with learning during the school day. Students who do not follow classroom rules about App use may lose the privilege of being able to use home purchased Apps at school.

Will students be able to use a stylus for writing?	A student may elect to use a writing stylus with their iPad. The District will not provide a writing stylus but school sites may purchase class sets which can be loaned to students for classwork.Students/Parents may also purchase a writing stylus for iPad use.
Are there going to be a list of agreed upon apps for use District wide?	The iPads will come pre-loaded with a set of Applications for use by students and teachers. The applications are:
How will students be able to recharge their iPads during the day?	Students are expected to bring iPads to school daily, fully charged. There will be charging stations at each school site (locations to be determined) in the event a student forgets or is unable to charge his/her iPad.
Will an iPad user community be created to support teachers?	An iPad user community will be created and maintained in order to encourage collaboration, address questions, share ideas, and access support.
Will a review process be established and published for teachers to recommend and discuss new apps?	
Will there be sufficient technical support at each site to assist teachers and students?	
Can students do homework and submit it via their iPad?	Students will be able to complete and submit homework via their iPad using a web-based learning management system. The LMS will allow students to work "offline" and submit work when they get to school should they have limited or no Internet access at home.
Will students get district-issued e-mail accounts?	Students will receive district-issued e-mail accounts via Microsoft Outlook Web Account (OWA)
Will students get district-issued iTunes accounts?	The District has a District-wide purchasing plan for iPad Apps via a common account but students will encouraged to create their own iTunes accounts with parent permission.

Will parent training be provided?	Parent events will be held to train, inform, and discuss digital and 21st century learning. Some events will be district sponsored, others will be school specific.
Will teachers have time during the school day to teach students to use apps and productivity tools?	
How long is one iPad supposed to last and how will the District refresh technology for students over time?	
Are there costs associated with digital content?	Not all digital content is free and not all free content is good. There are costs associated with digital content but costs vary. Costs associated with using the iPad for classroom purposes will be borne by the District/School.
Can iBooks and eBooks be delivered to all students simultaneously via IT deployment?	iPads will be deployed to students fully equipped and loaded with books and Apps they will need to learn. Students may not overwrite the school created iPad configuration with their home or personal iTunes account configuration. In other words, students should never synchronize their home account to their school iPad.
What lessons/support will the DWAST provide teachers in the way of lessons for the first semester of 2012-2013?	
What are the measures for student productivity and success with digital learning?	
If a student buys an accessory for their iPad, can they bring the accessory to school?	Students may purchase iPad accessories i.e. stylus, blue tooth keyboard. Students are responsible for care and use of any accessory they bring to school. Students are responsible for replacing lost/stolen or damaged accessories regardless of circumstances. Students MAY NOT use their own iPad case - they must use the District provided heavy duty rubber case that comes with their District-issued iPad.

What is the process for purchasing and downloading apps?	All Apps are downloaded and purchased via the Apple App store. Students must have an iTunes account in order to purchase and download Apps. All school provided Apps will be maintained, paid for and updated via the District's IT department.
Can students put their name or other personal information on their iPad or iPad case?	Students may not "personalize" iPads with stickers, markings, or other methods that cannot be easily and permanently removed without damage to the iPad or iPad case.
Will there be filtering software on iPads accessing the Internet when using wireless networks away from school? e.g. home wireless	Filtering software is only available when students are using the Internet at school. Parents are responsible for monitoring a student's use of the iPad, including Internet browsing, at all times (at home or in any other location where a student is able to access a wireless network).

Will there be subject specific applications for iPad that grade level teams can expect?	District provided Apps are: Adobe Reader Brain Dip Magazine Calculator CloudOn Dictionary Dropbox Edmodo Educreations Evernote Fotopedia Heritage Fotopedia Paris Fotopedia Wild Friends Google Earth Google Search Google Translate iBooks iTunes U Khan Academy Popplet lite Prezi Viewer Professor Garfield Cyberbullying Professor Garfield Online Safety Professor Garfield Fact or Opinion Professor Garfield Forms of Media Puppet Pals HD Rover Safari Montage SAS Flash Cards Scotutor for Ipad ShowMe Interactive SkyDrive Slide By Slide

How is information on an iPad backed up?	The iPad has a "built-in" hard drive so that student work and other assets are saved instantly or upon download. Responsibility for "backing-up" iPad content i.e. student work, is that of the student/parent.
What will teachers do when they are absent if they are in the middle of a unit and using an iPad daily?	
Will co-teachers each have an iPad?	
Will teachers have administrative rights for their iPads?	
Will the district have a purchase plan for Apple products?	
Will students get netiquette training? If so, who will provide the training?	Student iPads come equipped with two Apps that address Cyber Bullying and Internet Safety (Professor Garfield Cyberbullying Professor Garfield Online Safety) Librarians will also assist with training students about Internet rules and safety.

Question	Parent
Are iPads going to be pre-loaded with textbooks?	iPads will be pre-loaded with textbooks for which the District has permission to distribute to students in a digital format. Students will receive pre-loaded textbooks for the following: English 7, English 7 Accelerated, Rhetorical Readers; Math 7, Math 7 Accelerated, Math Fundamentals; Algebra, Algebra Bilingual; Gen Science 1 Health, Gen Science 1 Health Accelerated, Gen Science 1 Health Bilingual
Which textbooks will teachers have access to on the iPad?	
Can teachers develop iBooks with PC computers or do they need to have Macs?	
Will students still need traditional textbooks?	Students will need traditional textbooks for the following subjects: Health, Health Bilingual; World Cultures 7, World Cultures 7 Accelerated, World Cultures 7 Fundamentals; English 7, English 7 Accelerated
Can online short stories be downloaded and annotated?	
How will teachers connect their iPads to their classroom Smart boards and/or projectors?	
Will APPS come preloaded on the iPad for students and teachers?	A pre-loaded set of APPS will come with students and teachers iPads.
What if a student or teacher has a personal iTunes account with their own apps, music, videos,etc?	Students are able to use their personal iTunes accounts to download personal APPS, music, video, etc. Students may not overwrite their personal iPad image over their District distributed iPad image. Students are advised that their District issued iPad should have appropriate content as determined by the Student Acceptable Use Policy.
Are Pearson's e-books interactive?	
Do parents have to give permission for students to have access to the Internet?	Parents must sign an Internet and iPad Acceptable Use Agreement, iPad Pact, and iPad Usage and Care Agreement.
Can Share Point units be transferred to iBooks or eBooks?	

What is the difference between an iBook, eBook, and pdf file?	
What training will teachers get and when?	
Will there be teacher training over the summer?	
Can teachers visit other schools/districts who are using iPads?	
Can teachers meet before school (during scheduled meeting times) to build capacity and receive training?	
Will each school get Macs for creating and editing i-Books?	
Will certain features on the iPad (e.g. camera) be unavailable to students during class time?	
How will students submit electronic work?	Students will submit electronic work via a learning management system where documents and work can be uploaded, graded, returned, and archived.
Will students get additional equipment with their iPad?	Students will receive a heavy duty iPad cover which must be used at all times.
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What will teachers do when they are absent if they are in the middle of a unit and using an iPad daily?	
Will co-teachers each have an iPad?	
Will teachers have administrative rights for their iPads?	
Will the district have a purchase plan for Apple products?	
Will students get netiquette training? If so, who will provide the training?	Student iPads come equipped with two Apps that address Cyber Bullying and Internet Safety (Professor Garfield Cyberbullying Professor Garfield Online Safety) Librarians will also assist with training students about Internet rules and safety.

Question	Staff/Teacher
Are iPads going to be pre-loaded with textbooks?	iPads will be pre-loaded with textbooks for which the District has permission to distribute to students in a digital format. Students will receive pre-loaded textbooks for the following: Rhetorical Readers; Math 7, Math 7 Accelerated, Math Fundamentals; Algebra, Algebra Bilingual; Gen Science 1 Health, Gen Science 1 Health Accelerated, Gen Science 1 Health Bilingual
Which textbooks will teachers have access to on the iPad?	iPads will be pre-loaded with textbooks for which the District has permission to distribute to students in a digital format. Teachers will receive pre-loaded textbooks for the following: Rhetorical Readers; Math 7, Math 7 Accelerated, Math Fundamentals; Algebra, Algebra Bilingual; Gen Science 1 Health, Gen Science 1 Health Accelerated, Gen Science 1 Health Bilingual
Can teachers develop iBooks with PC computers or do they need to have Macs?	iBooks can only be written/developed on Macintosh computers.
Will students still need traditional textbooks?	Students will need traditional textbooks for the following subjects: Health, Health Bilingual; World Cultures 7, World Cultures 7 Accelerated, World Cultures 7 Fundamentals; English 7, English 7 Accelerated
Can online short stories be downloaded and annotated?	Any PDF file can be annotated. Not all textbooks will be able to be annotated. Teachers will be given specific information about what can be annotated and what cannot be annotated.
How will teachers connect their iPads to their classroom Smart boards and/or projectors?	Teachers can connect via an HDMI cable or Apple TV device. Principals will work with teachers at each site to determine what additional devices the sites wish to use and purchase.
Will APPS come preloaded on the iPad for students and teachers?	A pre-loaded set of APPS will come with students and teachers iPads.

What if a student or teacher has a personal iTunes account with their own apps, music, videos,etc?	Students and teachers are able to use their personal iTunes accounts to download personal APPS, music, video, etc. Students and teachers may not overwrite their personal iPad image over their District distributed iPad image. Students and teachers are advised that their District issued iPad should have appropriate content as determined by ....
Are Pearson's e-books interactive?	Pearson's rhetorical readers are interactive when accessed online through Pearson's online learning management system. Because not all students will have access to the Internet at home, the rhetorical readers will also be downloaded to the iPads in a non-interactive pdf format.
Do parents have to give permission for students to have access to the Internet?	Parents must sign an Internet and iPad Acceptable Use Agreement, Parent/Student iPad Agreement, and iPad Usage and Care Agreement.
Can Share Point units be transferred to iBooks or eBooks?	SharePoint files can be transferred to iPads as documents but may not be immediately convertible to e-book or iBook format.
What is the difference between an iBook, eBook, and pdf file?	iBooks are books which have been created using an Apple owned, proprietary authoring tool. eBooks refers to electronic textbooks and can include proprietary and open source materials. For example, an eBook can be a PDF file or an interactive textbook depending on what authoring tools are used. PDF files are generally text files which have been converted to a digital document format that is readable across platforms and devices. PDF files do not require special software other than Adobe Acrobat Reader to use.
What training will teachers get and when?	Teachers will receive comphrehensive training from Apple during the 2012-2013 school year to better assist them with using their iPad in the classroom.
Will there be teacher training over the summer?	There will not be teacher training over the summer.
Can teachers visit other schools/districts who are using iPads?	Site decision

Can teachers meet before school (during scheduled meeting times) to build capacity and receive training?	Site decision
Will each school get Macs for creating and editing i-Books?	Site decision
Will certain features on the iPad (e.g. camera) be unavailable to students during class time?	All features on the iPad are "available" to students during class time. Teachers and Librarians will provide lessons and instruction on acceptable use. Rules are also provided to students and parents in the Acceptable Use and iPad Care and Usage Agreements.
How will students submit electronic work?	Students will submit electronic work via a learning management system where documents and work can be uploaded, graded, returned, and archived.
Will students get additional equipment with their iPad?	Students will receive a heavy duty iPad cover which must be used at all times.
Will parents/students receive a packet that includes an acceptable use policy and other information about the iPad?	Parents will receive a letter from the school principal about their child's iPad. This letter will include the date(s) when iPads will be distributed to students plus copies of the Acceptable Use Policy, iPad Parent/Student Agreement, and iPad Usage and Care Instructions.
Will students be allowed to use social networks like Facebook?	The District blocks access to social networking sites like Facebook when students are accessing the Internet at school. Students who have Internet access at home will be able to use the Internet without District filtering. Therefore, parents are encouraged to closely monitor student iPad activities and usage.
Will classrooms have Apple TV devices?	Site decision
Will YouTube be accessible via the iPad?	The District blocks access to video sharing sites like YouTube when students are accessing the Internet at school. Students who have Internet access at home will be able to use the Internet without District filtering. Therefore, parents are encouraged to closely monitor student iPad activities and usage.
Will teachers be able to see or monitor student activity while on iPads via a management system?	This feature will not be available at the time of roll-out.

Question	Answer
Are students allowed to take pictures and videos of teachers and other students?	Students may not take pictures or video without the express permission of the classroom teacher. Students may not upload pictures or video to video sharing sites without the express permission of the classroom teacher.
Is there a Power Teacher application for the iPad?	Learning Management Systems provide Power-Teacher features with additional tools for digital learning. The District is reviewing LMS options for iPads.
Will students have access to a writing tool?	Students will have access to writing and productivity tools.
Can a mouse be used with an iPad?	iPads support Blue Tooth keyboards but iPads are designed to be used without a mouse. Students can use an iPad stylus for drawing or writing. The stylus does not come with the iPad.
Will support staff get iPad training e.g. student aides?	support staff i.e. student aides will not receive iPads.
Will formative and summative assessments like EOCs be administered with the iPad?	Formative and summative assessments are being administered via the iPad as part of a pilot project. Eventually, students will use their iPads for assessments but there is no precise date for when we will roll-out a district wide iPad assessment.
Will teachers be able to project the image on their iPad wirelessly to a Smartboard or LCD projector?	Peripheral devices such as Apple TV and HDMI cables for transmitting iPad images to other devices will be purchased by individual school sites.
How can teachers upload a UBD to an iPad?	The Learning Management System will provide a means by which teachers can upload and share UBD lessons as iBooks or eBooks (PDF files).
Is there a way for teachers to monitor on task behavior?	There is no current electronic tool for monitoring on-task behavior.
Will teachers and students have access to Google docs for student collaboration?	Teachers and students will have access to Microsoft.edu cloud-based office applications for student and teacher productivity and collaboration.
How will students who do not have wireless access at home open textbooks or complete assignments using the iPad?	Students will have access to electronic textbooks (iBooks, eBooks, and PDF files) stored on their iPad devices so that they do not need wireless access at home in order to complete assignments.

Can students take AR tests on the iPad?	Students can use the iPad for any subscription based product e.g. AR, Achieve 3000 which is accessed through an Internet browser. Students may use these products at home if they have Internet access at home. Students who do not have Internet access at home will not be able to access these products.
What role do teachers play in assisting students who lose or damage iPads?	Teachers, librarians, principals and support staff will be responsible for enforcing rules about iPad care and safety.
What will the District do for students who lose or damage iPads?	Apple provides a warranty program with the iPads allowing for repair or replacement of damaged iPads at a cost of $49/incident (two incident limit). The $49 cost is the responsibility of the student/parent. A student who exceeds the two incident limit would be responsible for the full cost of repair or replacement. The District will provide students with textbooks should they be without an iPad for any reason. Loaner iPads will not be provided.
What if a student/family cannot replace or repair a broken iPad because they cannot afford the deductable?	If a student/family cannot replace a broken iPad because they cannot afford the $49 repair cost, the student will be issued textbooks in order to ensure full access to curriculum. The iPad will not be replaced by the District.
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Will a review process be established and published for teachers to recommend and discuss new apps?	An application rubric will be developed by curriculum and ed tech for site teams to use when evaluating new applications for iPads.
Will there be sufficient technical support at each site to assist teachers and students?	Librarians at each site along with an additional IT tech support person will team at each site to provide educational and technical support to teachers and students.
Can students do homework and submit it via their iPad?	Students will be able to complete and submit homework via their iPad using a web-based learning management system. The LMS will allow students to work "offline" and submit work when they get to school should they have limited or no Internet access at home.
Will students get district-issued e-mail accounts?	Students will receive district-issued e-mail accounts via Microsoft Outlook Web Account (OWA)
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How long is one iPad supposed to last and how will the District refresh technology for students over time?	
Are there costs associated with digital content?	Not all digital content is free and not all free content is good. There are costs associated with digital content but costs vary. Costs associated with using the iPad for classroom purposes will be borne by the District/School.
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What lessons/support will the DWAST provide teachers in the way of lessons for the first semester of 2012-2013?	The DWAST has prepared 2 sample lessons for science, math and English for teachers to use. These lessons will be made available to teachers through iTunes U as iBooks.
What are the measures for student productivity and success with digital learning?	
If a student buys an accessory for their iPad, can they bring the accessory to school?	Students may purchase iPad accessories i.e. stylus, blue tooth keyboard. Students are responsible for care and use of any accessory they bring to school. Students are responsible for replacing lost/stolen or damaged accessories regardless of circumstances. Students MAY NOT use their own iPad case - they must use the District provided heavy duty rubber case that comes with their District-issued iPad.

What is the process for purchasing and downloading apps?	All Apps are downloaded and purchased via the Apple App store. Students must have an iTunes account in order to purchase and download Apps. All school provided Apps will be maintained, paid for and updated via the District's IT department.
Can students put their name or other personal information on their iPad or iPad case?	Students may not "personalize" iPads with stickers, markings, or other methods that cannot be easily and permanently removed without damage to the iPad or iPad case.
Will there be filtering software on iPads accessing the Internet when using wireless networks away from school? e.g. home wireless	Filtering software is only available when students are using the Internet at school. Parents are responsible for monitoring a student's use of the iPad, including Internet browsing, at all times (at home or in any other location where a student is able to access a wireless network).

Will there be subject specific applications for iPad that grade level teams can expect?	There are many subject specific applications that teachers will want to use. Applications beyond those provided by the District, should be evaluated and piloted by grade level teams. School sites will have to spend site funds to purchase grade level or activity specific Apps. District provided Apps are: Adobe Reader Brain Dip Magazine Calculator CloudOn Dictionary Dropbox Edmodo Educreations Evernote Fotopedia Heritage Fotopedia Paris Fotopedia Wild Friends Google Earth Google Search Google Translate iBooks iTunes U Khan Academy Popplet lite Prezi Viewer Professor Garfield Cyberbullying Professor Garfield Online Safety Professor Garfield Fact or Opinion Professor Garfield Forms of Media Puppet Pals HD Rover Safari Montage

How is information on an iPad backed up?	The iPad has a "built-in" hard drive so that student work and other assets are saved instantly or upon download. Responsibility for "backing-up" iPad content i.e. student work, is that of the student/parent.
What will teachers do when they are absent if they are in the middle of a unit and using an iPad daily?	Substitute teachers will not have access to "loaner" iPads. Teachers should assume that substitutes are not familiar with using iPads for teaching/learning and should plan for absences accordingly.
Will co-teachers each have an iPad?	Not all co-teachers will have iPads. This will depend on the courses they teach.
Will teachers have administrative rights for their iPads?	iPads are "home" devices meaning that teachers and students have full administrative rights.
Will the district have a purchase plan for Apple products?	SUHSD has a purchasing plan for staff members, allowing teachers and employees to buy selected Apple products through the District purchasing plan. The deadline for purchases is June 15.
Will students get netiquette training? If so, who will provide the training?	Student iPads come equipped with two Apps that address Cyber Bullying and Internet Safety (Professor Garfield Cyberbullying Professor Garfield Online Safety) Librarians will also assist with training students about Internet rules and safety.

IPADS INITIATIVE TEXTBOOKS UPDATE

SUHSD

MAY 15, 2012 (TUESDAY)
9:00 A.M.—10:00 A.M.
BOARD CONFERENCE ROOM

Minutes

1. Textbooks and iPads
   - **Downloads**
     ⇒ *IT* configuring and providing pdf files and links for the English Rhetorical Approach workbooks, Pearson ED
     ⇒ *IT* configuring textbooks into pdf files, into 6 chapter sections, and providing links for Math, McDougal Littell
     ⇒ *IT* did not receive textbook for Spanish Math 7, Algebra
     ⇒ *Curriculum* to follow-up regarding pdf files for Algebra Bilingual, Math 7 Bilingual, World Cultures 7 Bilingual, McDougal Littell
     ⇒ **Curriculum:** Ms. Castilleja will follow-up with TCI regarding online textbooks
     ⇒ If textbooks are not received by companies to download on iPads, students will receive textbooks
   - **Learning Management System**
     ⇒ Item not address; item will be on the May 23, meeting agenda
   - **Parent-Student Usage Form**
     ⇒ *David Damico* will update parent form
     ⇒ *David Damico* will update board policy

2. iPads/Textbooks
   - Distribution
     ⇒ *IT:* IT personnel and Librarians, in collaboration, are organizing the process
     ⇒ *Librarians:* Ana Baños and Byron Heiser will write a one-page, step-by-step iPad Distribution Instructions to be used by all middle schools
     ⇒ Distribution shall occur within the first and second day of school; per Williams Settlement, distribution shall occur within the first and second week of school
     ⇒ Distribution idea: By Alpha order, Advisory period to be increase to 2 hrs., ask for instructional aides to volunteer to assist with distribution; and distribute iPad one day and distribute textbooks another day (do not distribute iPads/textbooks on the same day.)
     ⇒ *IT:* IT personnel will assist with distribution at each site
     ⇒ *IT:* Marilyn will provide an excel report from Chancery which includes student name, student ID #, student date of birth, iPad barcode
   - Brainstorming
     ⇒ Next Down-to-Details Meeting: May 23, 2:00—3:00 p.m., in the Board Conference Room

3. Library Questions

IPADS INITIATIVE TEXTBOOKS UPDATE

SUHSD

MAY 23, 2012 (WEDNESDAY)
2:00 P.M.—3:00 P.M.
BOARD CONFERENCE ROOM

AGENDA

1. Update on textbooks available for iPads
   ⇒ Livier Nelson

2. Step-by-Step iPad distribution for students instructions
   ⇒ Ana Baños / Byron Heiser

3. Discussions on iPad distribution for students
   ⇒ Students - no show, but librarian has their iPads - What to do?
   ⇒ Students register the first week—What iPad will be issued?
   ⇒ Best date to issue iPads (2nd, 4th, 6th day?)

4. Parent/Student iPad Agreement
   ⇒ David Damico

5. Training/Distribution of iPads to 54 teachers who did not pick up iPads
   ⇒ David/Marilyn

6. Policy for teachers regarding signed agreements

7. Liability policy for theft/loss and replacement of teacher iPads

iPad Initiatives
7th Grade Textbooks

Textbooks that are ready

English 7/English 7 Acc/English 7 Fund/ELD 7/8 I hr	Supplementary – The Rhetorical Approach Worktext, Grade 7, Pearson Education (June 23rd)
Algebra	MC Dougal Littell Math: Algebra 1, McDougal Littell, c2008
Math 7/Math 7 Acc/Math Fund	McDougal CA Math Course 2, McDougal Littell, c2008
General Science 1 Health/Gen Sci 1 Health Acc	CPO Focus on Life Science, CPO Science, c2007
General Science 1 Health Bil	CPO Focus on Life Science, CPO Science, c2007, Spanish Ed.

Textbooks that are pending

Algebra Bilingual	McDougal Littell Math: Algebra 1, Spanish Edition, McDougal Littell, c2008
Math 7 Bil	McDougal CA Math Course 2, Spanish Edition, McDougal Littell, c2008, Textbook
World Cultures 7 Bil	World History: Medieval and Early Modern Times, Spanish Edition, McDougal Littell, c2006
World Cultures 7 Fund	World History, Medieval to Early Modern Times, Holt Rinehart and Winston, c2006, English Ed.

Textbooks that will not be on iPad

Health	Class set – Teen Health, Course 3, McGraw-Hill/Glencoe, c2005
Health Bil	Class set – Teen Health, Course 3, McGraw-Hill/Glencoe, c2005
World Cultures 7/World Cultures 7 Acc	History Alive! The Medieval World and Beyond, TCI, c2005
World Cultures 7 Fund	History Alive! The Medieval World and Beyond, TCI, c2005
English 7/English 7 Acc/English 7 Fund/ELD 7/8 1 hr	Holt Literature and Language Arts, First Course, Grade 7, Holt Rinehart & Winston, c2003

Maria Castilleja

From:	Enrique Campos
Sent:	Friday, July 27, 2012 5:41 PM
To:	Jr_MiddlePrincipals; Jr_MiddleSchoolAPs
Cc:	Maria Castilleja; Maria-Teresa Gonzalez; DWAST; David Damico; Jose Bernardo Escobedo; Dionne Duenas
Subject:	DWAST created iBooks

DWAST created iBooks:
Please follow the link below and you will be able to download the DWAST created iBooks into your iPad.

http://flipbooks.sweetwaterschools.org/ipad/index.html

Please note:

1. The link is only accessible with in the district network
2. iBooks can only be viewed on iPad

Enrique Campos
Educational Technology - SUHSD
(619) 796-7339

Tap on the "Textbooks" icon to access the textbooks. This icon will be distributed to all student ipads from IT.

Index of /~studentsuhsd

Name	Last modified	Size	Description
Parent Directory		-	
English/	15:55	-	
Math/	09:31	-	
Science/	15-May-2012 13:12	-	
Streaming/	10-May-2012 15:54	-	

Apache/2.2.21 (Unix) mod_ssl/2.2.21 OpenSSL/0.9.8r DAV/2 PHP/5.3.10 with Suhosin-Patch Server at macnmini.swe

Tap the "Math" link

Index of /~studentsuhsd/Math

Name	Last modified	Size	Description
Parent Directory		-	
Math_Course2_Ch1-3.pdf	22-May-2012 15:06	56M	
Math_Course2_Ch4-6.pdf	24-May-2012 15:12	44M	
Math_Course2_Ch7-9.pdf	25-May-2012 13:49	41M	
Math_Course2_Ch10-12..>	31-May-2012 09:23	33M	

Apache/2.2.21 (Unix) mod_ssl/2.2.21 OpenSSL/0.9.8r DAV/2 PHP/5.3.10 with Suhosin-Patch Server at macnmini.sweetwaterschools.org Port 443

Choose the textbook to download.

Each textbook takes about 10-30 seconds to download.

macmini.sweetwaterschools.org/~studentsuhsd   Google

Absolute Manage Enrollment   ✕   Math_Course2_Ch1-3.pdf   🔒   +

Math_Course2_Ch1-3.pdf   Open in "Adobe Reader"

CALIFORNIA

McDougal Littell

MATH
Course 2

Ron Larson
Laurie Boswell
Timothy D. Kanold
Lee Stiff

McDougal Littell
A DIVISION OF HOUGHTON MIFFLIN COMPANY
Evanston, Illinois • Boston • Dallas

In order to open through Adobe Reader for annotating just tap on the book to see the "Open in "Adobe Reader" link.

Introduction to iPad Initiative
"A New Vision for Teaching and Learning"

<mark>April 30, 2012 (Monday), 8:30-11:30 am session</mark>

Agenda	Presenter Details and/or Comments/Questions from Participants	Questions/Next Steps...
1. iPad Initiative in the SUHSD	Video presentation	
2. From UbD to iBook: Digital Technology *** Prototype UbD Unit** *** Discussion**	- Digital teaching and digital learning - How will technology streamline what we are already doing? - We may have issues, but our kids will not! - Template: Lesson Sequence, Gradual Release of Responsibility, Strategy/Lesson (power point, video, etc.) David Damico: Director of Alternative Education, iPad Initiative Coordinator - We already have a capacity for teaching; using iPad as a tool to make our classrooms more student-centered. - Take the iPad as a tool for teaching and learning. - Use the iPad to target/differentiate instruction. - Harness the social networking component/collaboration of the iPad to build capacity/connect. - Pull it from YouTube at home, play it at site. - Pull video from Safari Montage. - Pull out pdf documents, annotate	*Are the iPads going to be pre-loaded with our textbooks?* *Wouldn't we need Macs to create our iBooks?*

	- Anticipating CCSS SMARTER-Balanced assessments HTM iPad: - overwhelming... figure it out - questioning, deciding, prioritizing,.. moving on! *Are the iPads going to be pre-loaded with our textbooks?* *- Math and Science --- YES!* *- World Cultures --- Maybe...* *- ELA 7 --- RA Interactive Readers --- NO!... Holt 2003 NO!* <u>iBook:</u> - Create in Word... transfer to Mac... publish in iBook	
3. UbD Lesson Input to Draft UbD Units w/out daily lesson plans ***UbD Unit Review** *** Teacher Feedback** *** Digital Learning Showcase**	<u>Estephany Conlon (DWAST) - UbD unit... no daily lesson plans</u> - Holt text and RA Interactive Readers texts - Correlate CA standards with CCSS - Duration: 4 weeks - Big Understanding: plot, theme, summary-writing - Essential Questions: student-friendly... turn into DLT - What students will be able to know...do... - Assessment Evidence: performance tasks, other assessments - Performance Tasks: plot diagram, on-demand writing (alternate ending) - iPad App... Toontastic... demo... - There will be challenges; but there are more	*Because of Williams Act, every student will still be issued the Holt textbook <u>and</u> RA Interactive Reader as e-book.* *Short stories online... have students download... annotate...<u>Can we do this?</u>* *Connect it... Apple TV?... VGA Adaptor... SmartBoard connection?... <u>Connect and project?</u>* *What apps may be downloaded already onto student iPads?* *iTunes account to download apps, capacity, cost?* *Pearson e-book functions?* *ELD books on iPad?*

	benefits! - Take advantage of site DWAST for support! - Assessments via iPad? -Possible apps Feedback: - Security: theft, damage, etc. (HTM experience) - If students are able to personalize it, they will be taking care of it! - Availability of apps?... - *Connection b/n "Duffy's Jacket" and "Melting Pot"? (transition from plot to theme)* - Apps listed free or not? (FREE: Toontastic, Evernote; NOT FREE: Remarks, Pages) - *RA Reader note-taking?... Do not need app to download... E-book already has capability.* - Evernote/Remarks/Mybinder.com for lecture note-taking, homework, etc.... - *Limited space on e-mail... 180 students e-mailing me?... DropBox... Edmodo* - *Include grammar (parts of speech)* - *We can use Holt as text, but put activities on iPad.* - *Analogies*	*Parents give permission for students to have access to Internet?* *Can we use SharePoint units for iBook?*
4. Imagine the Possibilities	Apps Showcase: *How can this app be utilized in your classroom/subject matter?* Ivette: Educreations (free)... demo a lesson, collaboration Estephany: Evernote (free)... note-taking, files Kelly: Documents... basic document, spreadsheet application...	

	Kelly: Calendar (free)... for organization, due dates Shannon: iBooks (free)... annotation, note-taking, videos, pictures, widgets, Shannon: Edmodo (free)... submit assignments... individualized instruction... link to Safari Montage... badges... grade... collaborate Estephany: Toontastic (free)... story arc... differentiation tool... possibility of performance task... in Science, animate a process... in World Cultures (Renaissance), create a story with historical accuracy... availability of videos from other parts of the world Kelly: SAS Flashcards (free)... vocabulary... different functions... question cues... flip card... flashcards from other parts of the world... audio capability... visual	
5. Closure *** Feedback form** *** Parking Lot comments and questions...**	~~iBooks Author video~~	*Can we have more training this summer?* *Can we visit schools that have been using the iPad? Then debrief with them?* *Can our before-school meeting be an iPad training for teachers?* *Will each site get Macs for editing iBooks?* *How will you limit what kids can access (apps, camera, etc.)* *Turning in work e-mail will fill up quickly.* *What equipment/apps will students get?* *Orientation Packet: Parent permission for email accounts?*

Formatted Table

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		Acceptable Use Policy?
		Social Networking: Who will be allowed?
		Apple TV: Will all classrooms have this?
		Home Sharing: Availability in classrooms? YouTube capability?
		Will teachers be able to "see" (monitor) student iPads electronically?
		Concern: Students taking videos and pictures (esp. of teachers).
		PowerTeacher: District account w/ PowerTeacher... So we can access app?
		Will the students get the writing tool?
		Can you use a mouse with the iPad?
		Will TA's get training?
		Please find a way for formative and summative assessments to be administered via iPad (via Data Director)
		Please find a way for students to access their Data Director score on a given assessment.

From:	Maria-Teresa Gonzalez
Sent:	Wednesday, July 25, 2012 11:08 AM
To:	Jr_MiddlePrincipals
Cc:	Maria Castilleja; David Damico; Marilyn Sparks
Subject:	Preliminary Schedule for iPad Training for August 6 thru August 9
Attachments:	Proposed Schedule for iPad Training August 6 thru August 8.xlsx

Importance: High

Dear Colleagues,

Understanding that there may still be some last minute adjustment to the master schedule, the *Proposed iPad Training Schedule* for teachers of 7th grade students is attached for your review. Thus far, the trainings are scheduled for August 6th, August 7th and August 8th.
August 9th trainings will be for specialized non-core areas.

Here is a bit of information regarding the design of the schedule:
1. The trainings have been scheduled based on the number of teachers who have thus far have been assigned 7th grade courses and who signed the *Equipment Loan Record* for the iPad assigned to them.
2. Teachers who teach English 7, Math 7, General Science and World Cultures have been scheduled for trainings as indicated in the attached schedule.
3. Each training session will be comprised of no more than twenty teachers per subject area.
4. Teachers should be assigned to attend trainings on the indicated day on the schedule. Sign-in sheets will be prepared accordingly.
5. Thus far, no more than 10 substitutes will be used per day per school for iPad training.
6. Each training day will include four sessions and will take place as indicated below:
   a. English 7,   Rooms A & B at the District Office
   b. Math &Algebra   Professional Development Center at 680 L Street, Suite C
   c. General Science   Special Services Large Conference Room 670 L Street, Suite A
   d. World Cultures   Board Room for August 6th and August 8th. *August 7th will be in another location.*
7. Each school will have representation in each subject area each day.
8. The pseudo number for substitutes is forthcoming.

Special Note:
In the proposed schedule, you will notice that there are a number of <u>unscheduled</u> teachers who teach Read 180, ELL, PE, Study Skills, AVID, Moderate/Severe, Human Performance and Well-Being, Exploring Technology and Social Communication. *These teachers will be trained on Thursday, August 9th and the final schedule will reflect the grouping and locations.*

You may update the information by letting me know the name of the teacher and course title that qualifies them for training on or before **Friday, July 27th** so that our training schedule can be revised and finalized early next week. If master schedule assignments have changed for any of the teachers listed on the attached document or if new teachers of 7th grade students have become a part of your schedule and iPads are needed for these teachers, the person to contact regarding iPads is Marilyn Sparks at the IT Department. Please keep in mind that iPads need to be configured and prepared for distribution.

We appreciate your diligence and support in providing us the most updated information.

Many thanks to each of you!

Maria-Teresa Gonzalez

Director, Professional Development
Sweetwater Union High School District
680 "L" St. Suite C
Chula Vista, CA 91911
(619) 600-3360
Email: Maria-Teresa.Gonzalez@sweetwaterschools.org

2012-2013 Training for the Implementation of iPad Initiative

Training Days	Sessions	Program	Dates	Participants
1	All 4 hour x 39.02 rate	Canvas	July 23 or July 24	300
1	All	Canvas	Monday, January 14, 2013	300
2			**Total**	300
		Apple Subject Specific		
1	Math Cohort 1	Mathematics	Monday, August 6, 2012	20
1	Math Cohort 2	Mathematics	Tuesday, August 7, 2012	20
1	Math Cohort 3	Mathematics	Wednesday, August 8, 2012	20
1	Math Cohort 4	Mathematics	Thursday, August 9, 2012	20
				80
1	Language Arts Cohort 1	Language Arts	Monday, August 6, 2012	20
1	Language Arts Cohort 2	Language Arts	Tuesday, August 7, 2012	20
1	Language Arts Cohort 3	Language Arts	Wednesday, August 8, 2012	20
1	Language Arts Cohort 4	Language Arts	Thursday, August 9, 2012	20
				80
1	Social Science Cohort 1	Social Science	Monday, August 6, 2012	20
1	Social Science Cohort 2	Social Science	Tuesday, August 7, 2012	20
1	Social Science Cohort 3	Social Science	Wednesday, August 8, 2012	20
1	Social Science Cohort 4	Social Science	Thursday, August 9, 2012	20
				80
1	Science Cohort 1	Science	Monday, August 6, 2012	20
1	Science Cohort 2	Science	Tuesday, August 7, 2012	20
				40
14 Days			**Total**	
		Challenge Based Learning		
1	Math Cohort 1	Mathematics	Monday, August 27, 2012	20
1	Math Cohort 2	Mathematics	Tuesday, August 28, 2012	20
				40

1	Language Arts Cohort 1	Language Arts	Monday, August 27, 2012	20			
1	Language Arts Cohort 2	Language Arts	Tuesday, August 28, 2012	20			
				40			
1	Social Science Cohort 1	Social Science	Wednesday, August 29, 2012	20			
1	Social Science Cohort 2	Social Science	Thursday, August 30, 2012	20			
				40			
1	Science Cohort 1	Science	Wednesday, August 29, 2012	20			
				20			
7 Days			**Total**	**140**			
	Advanced Learners	**Authoring Content**					
1	Curriculum Designers	Mathematics	TBD	20			
1	Curriculum Designers	Mathematics	TBD	20			
				40			
1	Curriculum Designers	Language Arts	TBD	20			
1	Curriculum Designers	Language Arts	TBD	20			
				40			
1	Curriculum Designers	Social Science	TBD	20			
1	Curriculum Designers	Social Science	TBD	20			
				40			
1	Curriculum Designers	Science	TBD	20			
				20			
7 Days			**Total**	**140**			
Coaching Days to be Determined							

Professional Development

Sweetwater Union High School District
Training Report
August 8, 2012

![Apple logo] Professional Development

Sweetwater UHSD_English/Language Arts (8-8-12)
Survey: APD_Apple Professional Development Survey

School/District

Count	Response

Training Date(s) From

Count	Response
20	08/08/2012

To

Count	Response
20	08/08/2012

Facilitator
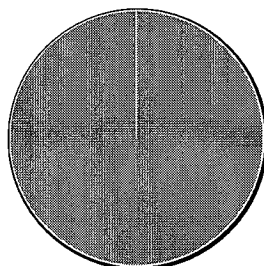
Saballett, Kathryn 100.0%

Facilitator

Value	Count	Percent %	Statistics	
Saballett, Kathryn	20	100%	Total Responses	20

Length of Training

1 Day 100.0%
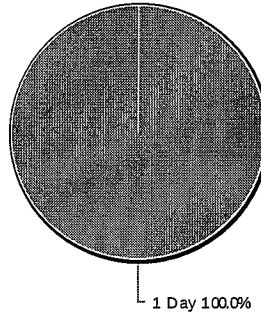
Length of Training

Value	Count	Percent %
1 Day	20	100%

Statistics	
Total Responses	20
Average	1.0

Please rank your overall degree of satisfaction with the workshop from 1 - 6, where 6 is Most Satisfied, and 1 is Least Satisfied.

4 10.0%
6 50.0%
5 40.0%
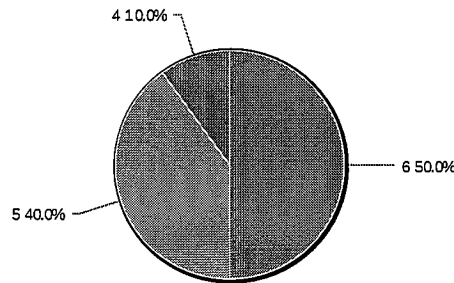
Please rank your overall degree of satisfaction with the workshop from 1 - 6, where 6 is Most Satisfied, and 1 is Least Satisfied.

Value	Count	Percent %
6	10	50%
5	8	40%
4	2	10%

Statistics	
Total Responses	20
Average	5.4

Please rank your overall degree of satisfaction with the workshop specialist from 1 - 6, where 6 is Most Satisfied, and 1 is Least Satisfied.

4 5.0%
5 20.0%
6 75.0%

Please rank your overall degree of satisfaction with the workshop specialist from 1 - 6, where 6 is Most Satisfied, and 1 is Least Satisfied.

Value	Count	Percent %
6	15	75%
5	4	20%
4	1	5%

Statistics	
Total Responses	20
Average	5.7

What was the most beneficial part of the workshop?

Count	Response
1	All of the demonstrations were very helpful.
1	Application use of canvas
1	Educreations was great.
1	Exposure to the possibilities of educational use of the iPad
1	Figuring out some of the shortcuts and how they can be a utilized within the classroom.
1	Great introduction to Educreations
1	How to use iBook, canvas, n podcasting
1	Learning about all the wonderful apps
1	Learning how to use canvas and implementing it in to my daily routine
1	Learning how to use various apps
1	Patient and knowledgeable instructor!
1	The hands on work we were guided through.
1	she was very patient with the group giving us time to practice what we were learning
1	Hands on application. Actually working with the apps. Presenter was extremely knowledgable and helpful.
1	Katherine molded to our needs and was respectful of our ignorance. Taking the time to help us and still move us forward while building our capacity. She has a calm, patient demeanor that was made usually difficult teachers be more open and receptive.
1	the demonstration of how to use the various apps with time to become famailar with how to use the apps
1	The instructor, Kathryn, is not only extremely knowledgable but also very flexible. Her modeling of a variety of APPs and their immediate application for teachers was excellent! The hands-on approach facilitated my learning and also made it possible for Kathryn to troubleshoot with participants common problems that occurred.
1	Discovering very useful apps for a language arts class. Becoming a little more comfortable with the iPad. Kathy's clear directions and patience!

What was the least beneficial part of the workshop and how it might be improved?

Count	Response
1	1 day for soo much information is not enough
1	Everything was useful
1	I could use even more time to spend playing around in each new app or website.
1	I wish we had this training before school started
1	Lack of training on canvas
1	N/A it was great!
1	Not having our rhetorical approach book available from the district.
1	Time. We should have a two to three day workshops prior to implementation.
1	Too much info
1	Way too overwhelming. Felt exhausted by the end of the workshop.
1	An advanced training would be better for those of us whoarecomfortable navigating an iPad and using apps. I felt some of the training was more for beginner users

Count	Response
1	Having to move so quickly which is no reflection of the preseter, there is just so much to cover since we are new at this.
1	Too many participants, at different levels of understanding. Too much to grasp in a single sitting.
1	some technology problems with wifi, some apps are not being purchased / or are not yet rolled out by our district, limiting our ability to immediately use the skills we have just learned.

Any additional comments?

Count	Response
1	Good overview. Would love to have more training in smaller versions
1	Could Apple provide afternoon workshops to get into some of these apps more in depth
1	Great job Kathy :)
1	Kathryn was amazingly patient!
1	Maybe focusing on a few topics instead of multiple concepts
1	She was very supportive and helpful, differentiating for our needs
1	Thank you!!
1	Thanks
1	We definitely need more training!!! This shoould have been a two day training at the least.
1	Would have been great to have mastered one app for immediate use the next day in the classroom.
1	the presentor was very conscious of her audience and crafted her material to meet our needs and acknowledged the contraints and frustrations placed on us by our district
1	Apple should contract with SUHSD to send Kathryn in as a consultant to present during our ELA CIA meetings for part of the day to showcase APPs and their application.

Professional Development

Sweetwater UHSD_Math (8-8-12)
Survey: APD_Apple Professional Development Survey

School/District

Count	Response
16	Sweetwater SD

Training Date(s) From

Count	Response
16	08/08/2012

To

Count	Response
16	08/08/2012

Facilitator

Value	Count	Percent %

Length of Training

1 Day 100.0%
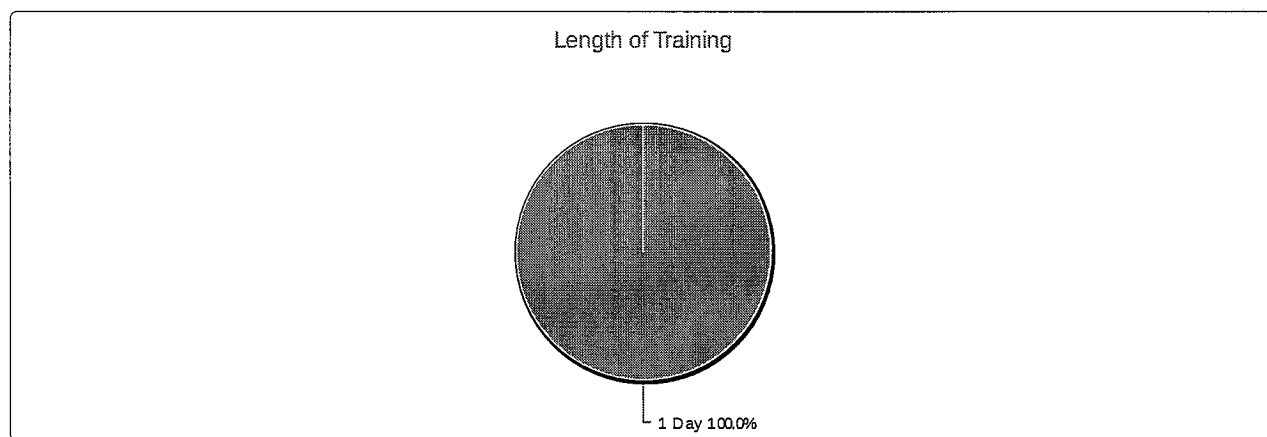
Length of Training

Value	Count	Percent %
1 Day	16	100%

Statistics	
Total Responses	16
Average	1.0

Please rank your overall degree of satisfaction with the workshop from 1 - 6, where 6 is Most Satisfied, and 1 is Least Satisfied.

Please rank your overall degree of satisfaction with the workshop from 1 - 6, where 6 is Most Satisfied, and 1 is Least Satisfied.

Value	Count	Percent %
6	2	12.5%
5	9	56.3%
4	3	18.8%
3	2	12.5%

Statistics	
Total Responses	16
Average	4.7

Please rank your overall degree of satisfaction with the workshop specialist from 1 - 6, where 6 is Most Satisfied, and 1 is Least Satisfied.

Please rank your overall degree of satisfaction with the workshop specialist from 1 - 6, where 6 is Most Satisfied, and 1 is Least Satisfied.

Value	Count	Percent %
6	9	56.3%
5	4	25%
4	1	6.3%
3	2	12.5%

Statistics	
Total Responses	16
Average	5.3

What was the most beneficial part of the workshop?

Count	Response
1	All the great AppStore available.
1	Becoming familiar with iPad
1	Certain apps that we downloaded for classroom use.
1	Enjoy the hints and strategies to use for math specificially.
1	Getting the apps

1	Graphing stuff
1	Hearing the update with our canvas accounts.
1	Little tricks on using the apps more effectively.
1	New apps
1	Practice
1	The presenter went at the pace of the attendees
1	The short amount of time using apps that are relevant to the teacher working with students
1	Things that I can take into the classroom and use right away.
1	learning about socrative
1	Learning how to create bitly files as well as how to overlay a coordinate grid and a photo to create a context for slope was great!

What was the least beneficial part of the workshop and how it might be improved?

Count	Response
1	A lot to do in a short amount of time. Having all of the devices prepared for the training.
1	Extra
1	I didn't find the qr codes very useful because our students do not have camera capabilities
1	Lost of wifi
1	More focused goals
1	None
1	Technicalmissues
1	Unable to log onto Canvas ;(
1	none
1	It would be better to stick to a pre-selected list of apps to be explained and used rather than letting questions from the group steer the presentation off course.
1	The presenter bird walking and taking too much time trying to find thee answer to one teacher's question about how to burn something to the iPad to a CD
1	Internet was not working well, time wasted. District should have installed apps ahead of time so instructor can teach us how to use apps.
1	The wide range of skill level from the teachers. It felt that it took for ever to cover some items that seem basic to some of us.
1	We learned about many apps that students do not have. We also do not know the process or timeline for how to request students to get these apps or when it might happen. How are these apps useful if we cannot use them?
1	The internet problems. Not the fault of presenter. But teachers were not prepare loading apps ahead. This workshop was beneficial, but need participants better prepare so we are wasting time with people who came prepared..

Any additional comments?

Count	Response
1	Break groups in 2. Beginner and advanced
1	Good presentation
1	Next trainning should be targered more by knowledge level.
1	No
1	None
1	Thank Youtube Jeff!
1	none
1	I feel we are trying to make too many changes with the school year already underway. Will this be the norm in the future with each additional group of 7th graders having to wait for email accounts and teachers waiting for rosters on apps

such as canvas? Will there ever be a way to streamline this process so that so much time is not lost at such a critical time of the school year? I feel for the ITdept for all the work this initiative has created for them.

1   Thank you! I learned a ton and loved that we had time to play and explore with each app presented. Great Job!

1   The presenter was really nice and very personable. He really did want to help but was not really well versed in what the needs were of teachers present, many of whom barely knew available features of the iPad. Another training I attended integrated the features of the iPad , such as setting it to speak so it can read text for you while at the same time showing the content applications

1   Enjoyed the presentation and really appreciate how presenter was flexible and willing to change agenda to fit participants. Jeff was extremely knowledgeable and great presentation. Exceptional presenter!!!

Professional Development

Sweetwater UHSD_Social Sciences (8-8-12)
Survey: APD_Apple Professional Development Survey

School/District

Count	Response
15	Sweetwater UHSD

Training Date(s) From

Count	Response
15	08/08/2012

To

Count	Response
15	08/08/2012

Facilitator

Schauer, John 100.0%
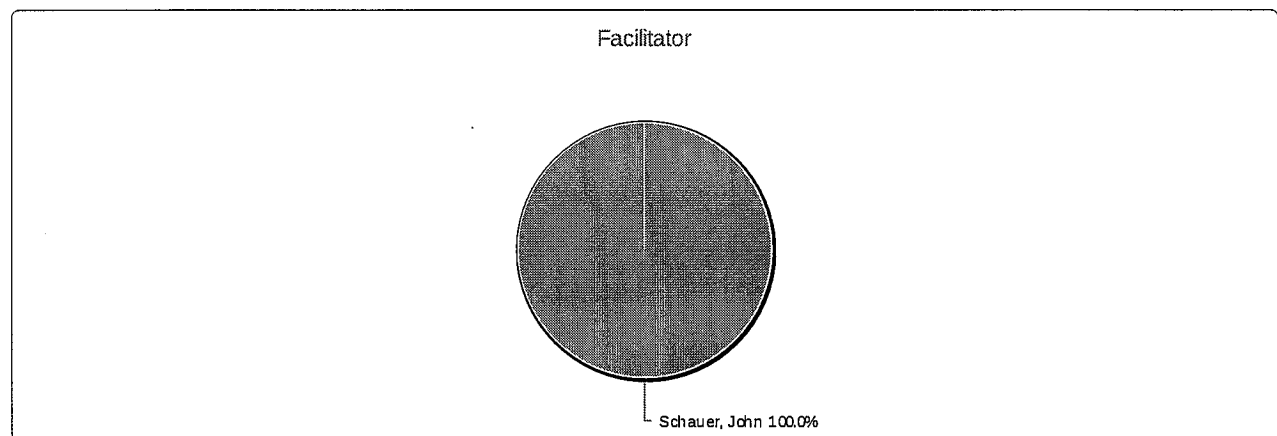
Facilitator

Value	Count	Percent %	Statistics	
Schauer, John	15	100%	Total Responses	15

Length of Training

1 Day 100.0%
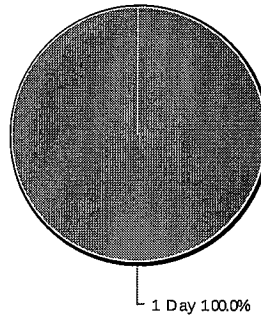
Length of Training

Value	Count	Percent %
1 Day	15	100%

Statistics	
Total Responses	15
Average	1.0

Please rank your overall degree of satisfaction with the workshop from 1 - 6, where 6 is Most Satisfied, and 1 is Least Satisfied.

4 20.0%
6 40.0%
5 40.0%
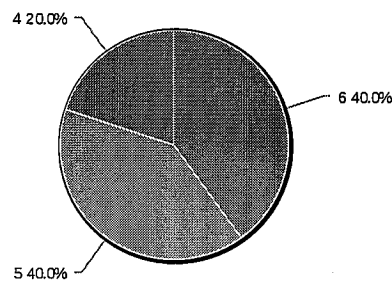
Please rank your overall degree of satisfaction with the workshop from 1 - 6, where 6 is Most Satisfied, and 1 is Least Satisfied.

Value	Count	Percent %
6	6	40%
5	6	40%
4	3	20%

Statistics	
Total Responses	15
Average	5.2

Please rank your overall degree of satisfaction with the workshop specialist from 1 - 6, where 6 is Most Satisfied, and 1 is Least Satisfied.

4 13.3%
5 13.3%
6 73.3%
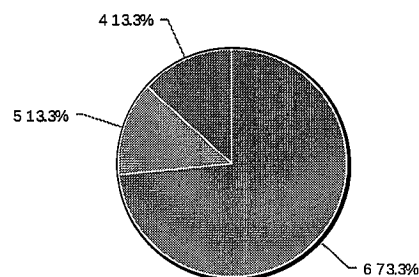
Please rank your overall degree of satisfaction with the workshop specialist from 1 - 6, where 6 is Most Satisfied, and 1 is Least Satisfied.

Value	Count	Percent %		Statistics	
6	11	73.3%		Total Responses	15
5	2	13.3%		Average	5.6
4	2	13.3%			

What was the most beneficial part of the workshop?

Count	Response
1	Everything
1	Going through some of the apps
1	Hands on, working with apps.
1	Hands-on instruction on use of apps
1	I learned about different apps and how to use them.
1	Learning about iMovies
1	Learning apps I can use immediately in my lessons
1	Learning some basic iPad functions
1	Teacher was very knowledgeable and well informed.
1	iMovie will work will with all my classes.
1	The training took away the fear factor of using iPads in the classroom, it allowed me to get a brief look at the potentials of using the iPad in lessons with my students
1	We were exposed to features and apps that will greatly benefit students by facilitating more powerful instruction. The possibilities are endless.
1	The presenter was very concerned with making sure that all participants were able to use some basic apps that would apply to the classroom.
1	I am much more comfortable now with using the IPad. I am more excited about using it than I was before. Presenter was very helpful.

What was the least beneficial part of the workshop and how it might be improved?

Count	Response
1	Need more time
1	Not enough time
1	Not enough time!!!!!
1	Pleased with the entire workshop. Relevant and immediately useful.
1	The district did not prep as well I would have needed.
1	The food need a snack
1	The presenter was energetic and tried to show us as much as possible. Perhaps more trainings
1	The whole presentation was well worth the time spend outside the classroom.
1	We didn't cover everything with as much depth as I would have liked.
1	I think we should have the same apps for teachers and students so that cool apps we learn how to us can be used with students!
1	I think part of the fault for problems was miscommunication with the district about expectations. Too much time was. Spent on unnecessary stories unrelated to the content.
1	There were people that came unprepared or with very little knowledge and it was a waste of time for others. This was not the fault of the presenter.

Any additional comments?

Count	Response
1	Hand out a free stylus!
1	Thank you
1	Thanks for an informative day.
1	There is so many things to learn, so little time
1	Very helpful
1	The presenter was very personable. For teachers it is much more valuable learning from someone who has been an educator and speaks from experience.
1	This will go much better for me with more and longer training to better take advantage of the speaker's great amount of knowledge.
1	I was not sure I wanted to come out of the classroom to attend this training, but am very happy I came for the iMovies and learning about connecting the iPad to projectors.
1	Please bring John back. He was fantastic....full of ideas that can be used immediately with my students.

2012_08_08 Sweetwater
Survey: APD_Apple Professional Development Survey

Please enter the code given to you by the facilitator

Count	Response
17	228924029

Job Title

Value	Count	Percent %

School/District

Count	Response
17	Sweetwater UHSD

Training Date(s) From

Count	Response
17	08/06/2012

To

Count	Response
17	08/07/2012

Facilitator
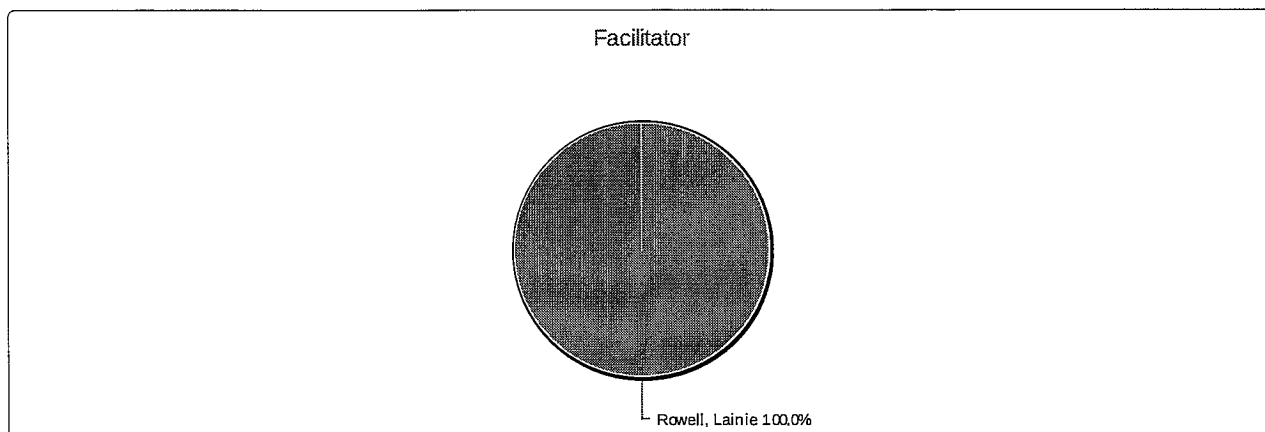
Rowell, Lainie 100.0%

Facilitator

Value	Count	Percent%	Statistics	
Rowell, Lainie	17	100%	Total Responses	17

Length of Training

2 Days 100.0%
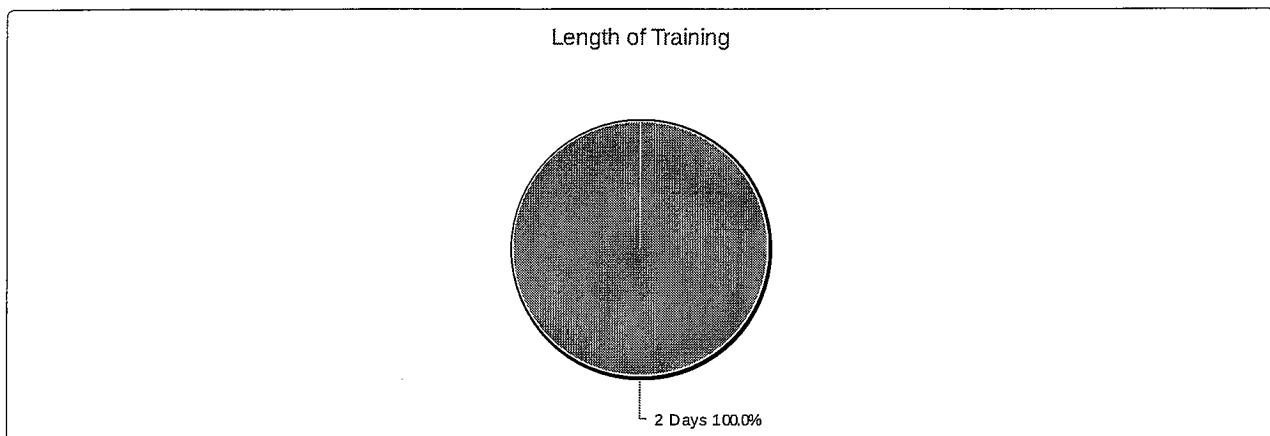
Length of Training

Value	Count	Percent%	Statistics	
2 Days	17	100%	Total Responses	17
			Average	2.0
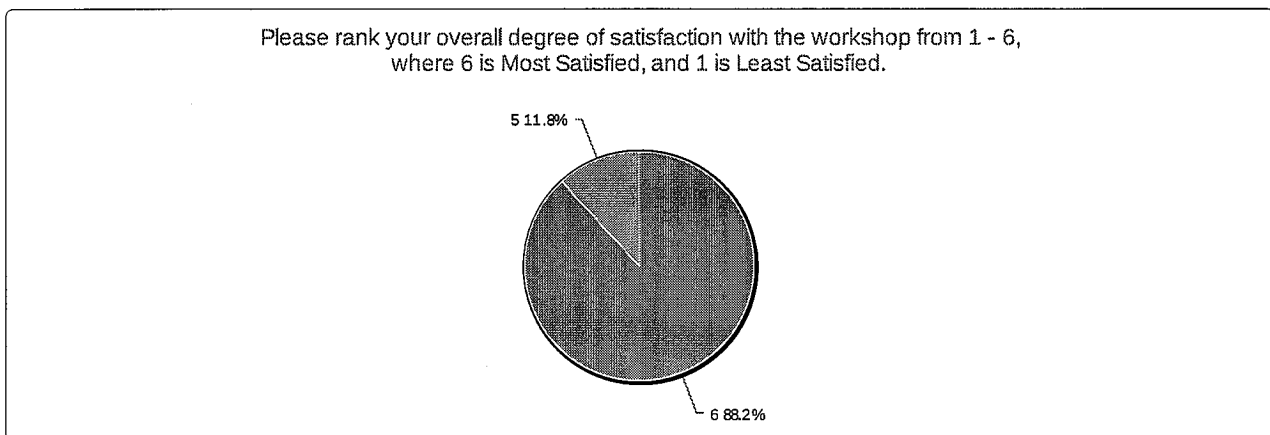
Please rank your overall degree of satisfaction with the workshop from 1 - 6, where 6 is Most Satisfied, and 1 is Least Satisfied.

5 11.8%

6 88.2%

Please rank your overall degree of satisfaction with the workshop from 1 - 6, where 6 is Most Satisfied, and 1 is Least Satisfied.

Value	Count	Percent%	Statistics	
6	15	88.2%	Total Responses	17
5	2	11.8%	Average	5.9

Please rank your overall degree of satisfaction with the workshop facilitator
from 1 - 6, where 6 is Most Satisfied, and 1 is Least Satisfied.

5 11.8%

6 88.2%
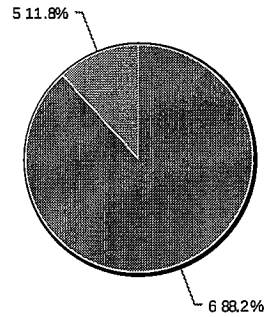
Please rank your overall degree of satisfaction with the workshop facilitator from 1 - 6, where 6 is Most Satisfied, and 1 is Least Satisfied.

Value	Count	Percent %		Statistics	
6	15	88.2%		Total Responses	17
5	2	11.8%		Average	5.9

What was the most beneficial part of the workshop?

Count	Response
1	Clear direction, enough time for hands on application!
1	Everything Im new with the I pad
1	Getting some orientation with iPad use
1	Getting to talk to the other teachers about apps they have. How they plan to use the iPads.
1	Learning how to use the technology
1	Small group setting...content specific workshop
1	The ideas for using apps with students.
1	This was my first experience on the iPad. Very informative and useful.
1	Each app was projected and shown on the projector. Apps were content specific which i appreciated. Pace was well timed.
1	Thank you so much for adjusting each part to the audience. It was so nice to actually be given information/help/extensions at the rate I could intake it. This was the best!
1	Lanie was able to answer all of our questions and showed us some awesome things we had not seen before.
1	She was vert helpful, articulate and vert nice! She answered all questions very knowledgeably and promptly. She is definitely doing what she likes!!
1	Lainie revealed the most applicable features to us as science educators and walked us through the apps and it's most basic features. I appreciated how she gave us time to test the app ourselves and provided us time to produce a project. This made me feel very comfortable in incorporating the iPad in my class.
1	The most beneficial part of the workshop was how to navigate settings and the educational apps as well as the other teachers sharing their science apps.
1	The interactive nature of the presentation. Learning about the app specific to my subject area. A great presentation.
1	I enjoyed learning different short cuts in a structured setting. Sharing apps that relate to content was also very practical. I also needed help loading specific settings and apps.
1	There were many apps that we're helpful for teaching life science. I appreciated all the resources.

What was the least beneficial part of the workshop and how it might be improved?

Count	Response

1	Canvas stuff. Did not have the pass word... Couldn't open
1	Everything was beneficial.
1	Going through the settings.
1	No comment....very useful workshop
1	None, very efficient use of our time.
1	Nothing
1	Nothing. I would enjoy another to go more into depth with certain apps though.
1	Overwhelming feeling which was quickly replaced with specialist ability to answer questions.
1	Slow Internet connection.
1	TOO MUCH STUFF TOO FAST
1	Too bad that we and the server were not up to speed
1	We do not know if our students will be able to download the apps.
1	tootechnology too long
1	I have been an iPad user since a day after the first one came out...the morning part was very boring since it is things that I already know front and back. While our presenter helped out those new to iPads, I was able to explore new apps.
1	A lot of the programs we learned are not on our students iPads.. Such as educreations and. Pages , beam, books as apps. Frog dissection etc.

Any additional comments?

Count	Response
1	A lot of information. But I am excited to try new technology in the classroom .
1	Great use of my time!!! I will share much of this at my school sites!
1	I enjoyed Lainie as a presenter, and found her friendly, personable, and helpful.
1	I enjoyed creating a design app and use for students
1	Love Lainie's personality and energy!
1	None
1	Overall I thought it was a good training. Not necessarily the best but good.
1	Thanks Lainie....very useful...love that she can relate to audience.
1	Thanks!
1	Very informative and hands on. I like to practice new things while the instructor is present because reassure my learning. Lainie was very nice and easy to approach for questions.

Purchase Order Number

Count	Response
17	488585

SWEETWATER
UNION HIGH SCHOOL DISTRICT

iPad Distribution Instructions for Library Staff

iPad Basics

1. iPads are being prepared, tagged with district barcodes, and assigned to each student in alphabetical order by IT. The iPads will be assigned to each student by IT before they arrive at the sites. The iPads will arrive at each site boxed up (10 to a box) in time for distribution. The boxes will be numbered and labeled. A chart that indicates the box number and location of each iPad will be provided.

2. IT has developed a program to keep track of iPads on Chancery. The access point will be through the district website and will automatically update, date, and time stamp the information into Chancery.

3. Librarians will be trained in the use of this software this summer before school opens. Librarians will be the only ones with access to this program. Assistant Principals will have access to view student iPad information as well. National City Middle has offered to test out the software and check for any bugs or problems.

4. CPO Life Science for General Science 1 and General Science 1 Bilingual will already be downloaded in each iPad. However, Math 7, Algebra and the rhetorical readers will be uploaded by the student in the classroom with the teacher. IT will provide instructions for the teachers.

5. Apple, Inc. warranty coverage is limited. Students/parents pay a replacement/repair service fee of $49.00 in the event that the iPad is damaged or lost. The responsibility for full cost of repair or replacement of a lost or damaged iPad is the student/parents' in the event a third claim for repair or loss is submitted.

Distribution

1. **Schools will begin issuing iPads (with accessories) on Monday, July 30th** and continue on Tuesday and Wednesday if necessary depending on the number of 7th graders at each site. These days are dedicated exclusively to iPad distribution.

2. Connect Ed messages will be sent to 7th grade homes reminding them of the iPad distribution and the need to bring in their **Student/Parent iPad Usage Agreement form**.

3. Students will be placed in 1 ½ to 2 hour advisories (in alpha order to match the iPad packaging). Librarians will schedule advisories to pick up iPads from the library.

4. Advisories should be programmed to end at the same time as a regular period in order to allow 7th graders to transition to their normal schedule once advisory ends.

5. Librarians will work with their administration team to figure out how many days they will need to distribute the iPads.

6. The 7th grade back to school packets will include the Student/Parent iPad Usage Agreement form (permission form) and other iPad information regarding the care and responsibilities for an iPad. Students MUST return the Student/Parent iPad Usage Agreement to the library when they pick up their iPad. **NO STUDENT will receive an iPad without a signed Student/Parent iPad Usage Agreement form**.

7. Library staff will collect the Student/Parent iPad Usage Agreement form from each student and check of his/her name on the iPad tracking program. The information will be automatically dated and time stamped into Chancery. There will not be a need for any other record.

8. Once the Student/Parent iPad Usage Agreement form is collected the student will be issued the iPad (and its accessories).
9. When a student transfers to another school, Library Staff will collect all books and iPads from the student. The student will be assigned new textbooks and an iPad from their new school.
10. Any iPad not picked up for whatever reason (parents decline iPad, no shows, student moves away in the summer) will need to be re- imaged and reassigned to new students, transfers, late enrollees etc.
11. Class sets of textbooks *will not* be provided to teachers if the textbook is available on the iPad (Algebra, Math 7, and General Science 1 Health). These teachers will only receive 5 copies of the textbook, in case a student forgets to bring an iPad to class.
12. ***Textbooks will not be checked out at the same time that iPads are being checked out.***

Textbooks:

These are the books that need to be issued to students:
- *English 7, Holt Literature and Language*
- *World Cultures 7*
- *ELD 1-6*
- *World Languages*
- *Health (class sets)*
- *Bilingual courses (except General Science 1 Health Bilingual)*

These books can be issued out before or after the iPad collection days but not on the same day.

Algebra	McDougal Littell Math: Algebra 1, McDougal Littell, c2008	iPad	TE download.
Math 7 (and Fundumentals)	McDougal CA Math Course 2, McDougal Littell, c2008	iPad	TE download.
English 7	**and supplementary -** The Rhetorical Approach Worktext, Grade 7, Pearson Education	iPad	TE download.
General Science 1 Health (and Bilingual)	CPO Focus on Life Science, CPO Science, c2007 (and Spanish ed)	iPad	Preloaded,
General Science 1 Health	**and Class set -** Teen Health, Course 3, McGraw-Hill/Glencoe, c2005	Class set	Class set to teacher.
English 7	Holt Literature and Language Arts, First Course, Grade 7, Holt Rinehart & Winston, c2003	Text	Will issue textbook to student.
World Cultures 7	History Alive! The Medieval World and Beyond, TCI, c2005	Text	Will issue textbook to student.
ELD 1 - 6	Focus on Grammar, Composition Practice, Milestones, etc.	Text	Will issue textbook to student.
World Language 1 -6	Spanish, French, etc.	Text	Will issue textbook to student.

FAQ

What if a student or parent declines the iPad?
Students will be issued textbooks. The Librarian will make sure to mark "Opt-Out" on the iPad Tracker program.

What if a student or parent asks for both an iPad and textbook?
For now, students should be issued only the iPad and the textbooks that are not on the iPad.   We want to give the students an opportunity to try out the iPad.

What if a student breaks the iPad?

Students will be issued a set of textbooks until their iPad is repaired. Students/parents pay a service fee of $49.00 in the event that the iPad is damaged or lost under the district AppleCare program.

From:	Marilyn Sparks
Sent:	Wednesday, July 18, 2012 10:47 AM
To:	Bettina Batista; Elaine ElefanteLeano; Ernesto Zamudio; Georgina Meza; Griselda Delgado; Hector Espinoza; Jose Brosz; Lee Romero; Louie Zumstein; Maria Esther Lizarraga; Roman Del Rosario; Steven Lizarraga; Thomas Glover; Tom Rodrigo; Wes Braddock; Sally Bottroff-Hawes
Cc:	Maria Castilleja; David Damico; Dianne Russo; Roland Benavente; Martin Duncan; Andy Higdon; Alan Nakano
Subject:	Technician coverage
Attachments:	HS_MS Coverage.xlsx

Good morning-

As ipads are provided to all the 7th graders, the middle schools will be assigned full-time technician coverage. We are in the process of hiring technicians, but they are not cleared and trained yet. As a result I will be adjusting coverage to the high schools. As we get technicians in place I will be providing you with an assigned technician again. At this point I am not positive you will have the same technician, but you will have someone assigned to your school. There may be some changes based on enrollment, but it will increase from this interim plan. I have asked the existing techs to brief the "floaters" on any outstanding issues and to tie up as many loose ends as possible. This change will take place on Monday, July23rd.

I have attached a spreadsheet outlining the temporary changes. If there is an "X" below your school for AM, that means the tech will be there in the morning.

I realize this is difficult and that there are generally a lot of issues that arise at the beginning of the year, but I'm sure you understand the needs of the middle schools as well.

You have my commitment to try and get staff in place as soon as possible.

Thank you,

Marilyn Sparks
IT Support Supervisor
Office-619-585-7935
Fax-619-427-7514

1

From:	David Damico
Sent:	Thursday, June 07, 2012 4:09 PM
To:	Jr_MiddleSchoolAPs; Jr_MiddlePrincipals
Cc:	Maria Castilleja; Livier Nelson; Marilyn Sparks
Subject:	DRAFT of iPad Documents
Attachments:	iPAD Dist PLAN for Lib.pdf; iPad student use.pdf; Letter from Middle School Principals to Parents.pdf

Dear Middle School Administrators,

Please see the attached "draft" documents regarding iPad parent communications: iPad Distribution Plan, iPad Student/Parent Agreement, iPad Student Use Guide, Letter from Middle School Principals to Parents.

These documents will be reviewed for approval by cabinet on Tuesday. **Please do not submit for reproduction until you get the green light from me.**

Some of you have asked about why we're setting the iPad distribution date for 7/30 instead of during orientation. IT needs time to configure the iPads for each student. Distributing on 7/30 gives IT time to include drops and no shows so that distribution will be as thorough and correct as possible. We have a limited inventory so waiting until 7/30 allows IT to reconfigure iPads which are set up for students who are currently enrolled but not intending to show up.

Feel free to call me if you have questions or need assistance.

David

Director, Alternative Education/Educational Technology
Sweetwater Union High School District
W: 619-796-7300

Letter from Middle School Principals to Parents

Dear Parent(s) and New 7th Grade Students;

I am writing this letter to tell you how excited we are to be providing a new iPad to each 7th grade student to assist them with becoming well-organized, informed, and productive middle school students. Our goal is to provide each 7th grade student with a personalized 21st century tool that will allow us to communicate and collaborate more effectively with every student.

I understand that you may have many questions about your responsibilities with such an expensive and portable device. The attached documents should help with answering most or all of them. I know you will be flooded with information from us as the new school year begins but please take time to sit down together and review these documents carefully. If after reading the enclosed documents you still have questions, don't hesitate to contact me. I am happy to sit down with you to discuss any questions or concerns you may have about iPad use, care and liability.

The documents this packet contains include:

1. iPad Acceptable Use Policy
2. iPad Parent/Student Usage Pledge
3. iPad Care/Usage Guide

Your child must return the iPad Parent/Student Usage Pledge with both your signature and his/hers before he/she will be allowed to receive an iPad. I will be notifying you about your child's scheduled date and time to receive his/her iPad.

While we hope all students will participate in the iPad program, we understand that you may feel your child is not ready for the responsibility of caring for and using such a device. If you don't want your child to have an iPad, you may opt-out by signing the "opt-out" portion **at the top** of the iPad Parent/Student Usage Pledge. Your child will still receive all of the curriculum, support and instruction he/she needs to be successful in middle school.

Circular de los directores de secundaria a los padres de familia.

Estimados padres de familia y alumno de 7º grado:

Por medio de la presente quiero expresar lo emocionados que estamos al informarles que proveeremos una computadora portátil *iPad* a todo alumno de 7º grado con el fin de ayudarlos a ser muy organizados, productivos y estar informados. Nuestra meta es proporcionar a todo alumno de 7º grado una herramienta del siglo 21 que nos permita comunicarnos y colaborar de manera más eficaz con el alumno.

Estoy consciente que posiblemente tengan muchas preguntas acerca de las responsabilidades que implica contar con dicho aparato. Los documentos adjuntos ayudarán a despejar la mayoría o todas sus dudas. Sé que al iniciar el ciclo escolar recibirán una gran cantidad de información, sin embargo, tómense el tiempo de sentarse y revisar detenidamente dichos documentos. Si después de leer la información, tiene preguntas, por favor no dude en comunicarse conmigo. Será un placer repasar con usted cualquier duda o inquietud que usted pueda tener acerca del uso del *iPad*, los cuidados de dicho aparato y sus responsabilidades.

Los documentos que contiene el paquete son:

1. Política de uso aceptable de la computadora portátil *iPad*.
2. Acuerdo de padres de familia y alumno para el uso de la computadora portátil *iPad*.
3. Guía y cuidados de la computadora portátil *iPad*.

Su hijo (a) entregará el acuerdo de padres de familia y alumno para el uso de la computadora portátil *iPad* debidamente firmado antes de recibir el dicho aparato. Les notificaré acerca de la fecha y la hora programada en la que su hijo (a) recibirá su *iPad*.

Aunque esperamos que todo alumno participe en el programa de las computadoras *iPad*, estamos conscientes de la posibilidad que usted piense que su hijo (a) no está listo (a) para la responsabilidad de cuidar y utilizar dicho aparato. Si no quiere que su hijo (a) reciba un *iPad*, puede escoger dicha opción firmando **la parte superior** del acuerdo de padres de familia y alumno para el uso del *iPad*. Su hijo (a) de todas maneras recibirá el currículum, apoyo, y enseñanza que necesita para cursar exitosamente la secundaria.

From:	David Damico
Sent:	Thursday, July 26, 2012 12:04 PM
To:	Jr_MiddlePrincipals
Cc:	Maria Castilleja; Graciela Sevilla; Dionne Duenas
Subject:	Connect Ed Call re: iPads

Dear Middle School Administrators,

I can't thank you enough for all your support and cooperation on the reissuing of the iPad agreements.

Grants and Communications will send the following Connect Ed message tonight at 6:30 PM, Sunday night, and Tuesday night. The message will be sent in English and Spanish.

Good evening, this is an important message from the Sweetwater Union High School District about the new iPad program for 7th grade students.

Librarians will issue iPads to students on Monday, July 30 and Wednesday August 1.

Students must turn in a signed GREEN form titled REVISED 7/25/12 Student/Parent iPad Usage Agreement in order to receive an iPad. This document must be signed by both the student and their parent. An iPad cannot be given to your child without the signed document. Please read the agreement with your child and make sure you both understand the terms and conditions.

If you have any questions or concerns, please contact your child's principal or school administrator. Thank you for partnering with the Sweetwater District for student success.

David

David Damico
Director, Alternative Education/Educational Technology
Sweetwater Union High School District
W: 619-796-7300

Students: This form must be turned in to librarian on the day iPads are being issued.

Student's Name (print): _____ Student ID_____

I do not want my student to receive an iPad. _____   My student will be issued printed textbooks (for all courses).

_____ _____ _____ _____
Parent/Guardian's Name (print)   Parent/Guardian's Signature   Email Address   Date

Student/Parent iPad Usage Agreement 2012-2013

We understand that students and parents share the responsibility to care for the iPad, an educational tool, issued by the Sweetwater Union High School District. We understand and agree to the rules listed below and all enclosed usage guidelines included in the Student/Parent iPad Usage Guidelines. **Apple, Inc. warranty coverage is limited.** We agree to pay a replacement/repair service fee of $49.00 in the event that the iPad is damaged or lost. * **In the event a third claim for repair or loss is submitted, it is the student/parents' responsibility to pay full cost of repair or replacement of a lost or damaged iPad.**

_____ _____ _____ _____
Parent/Guardian's Name (print)   Parent/Guardian's Signature   Email Address   Date

_____ _____
Student Signature   Date

1. I understand that an iPad assigned to me remains the property of Sweetwater Union High School District; therefore, my iPad may be confiscated and is subject to inspection at any time without notice.
2. I will be responsible for taking care of my assigned iPad and I will be responsible for the $49 warranty fee associated with loss or damage of my assigned iPad.*****
3. I will use my iPad as an educational tool and in an appropriate manner.
4. I will protect my iPad from damage and keep it in the heavy duty protective case at all times.
5. I will charge my iPad's battery daily and bring it to school daily. I will not disassemble any part of my iPad or attempt any repairs, and I will keep food and beverages away from my iPad.
6. I will know where my iPad is at all times. I will never leave my iPad unattended or loan it to other individuals including adult staff.
7. I will not place decorations (such as stickers, markers, etc.) or deface the serial number or SUHSD label on my iPad.
8. I will follow the policies outlined in the Student iPad Usage Guide at all times.
9. I will file a report of theft, vandalism, and other acts covered by warranty or insurance.
10. I agree to return the iPad and all accessories in good working condition.

Once a school owned device has been reported as lost or stolen the device will be rendered inoperable by Apple, Inc. This means that the device is deactivated and will no longer function. Textbooks will be provided to student in the event that the iPad is lost, stolen or damaged.

The receipt of an iPad will meet the Williams Legislation for some courses as listed below. This legislation states that every school in the district is required to provide "Sufficient" instructional materials for all students in the core subject areas of mathematics, English/language arts, history/social science and science (plus health and world languages). Each pupil including English learners must have textbooks or instructional materials, to use in class and at home. Textbooks for

General Science 1 Health, Math, and the supplemental Rhetorical Approach Reader/Work-text for English will be uploaded to the iPad to meet this state requirement.

Student iPad Usage Rules

1. The iPad, an educational tool, is the property of the Sweetwater Union High School District. It may be confiscated and inspected at any time. The student should have NO expectation of privacy of any materials found on an iPad.

2. Sweetwater Union High School District iPads are provided as an educational tool for school work. While iPads may be used for personal purposes, it is first and foremost for use with school-related activities and assignments. Students are encouraged to think of the school-issued iPad like they would any other school owned instructional device or material and take care accordingly.

3. Sweetwater Union High School District encourages students to take their iPad home daily for class work and to recharge the battery. All iPad rules and regulations apply at all times, both during the school day and at home.

4. Students must bring a fully charged iPad to school every day. Failure to bring an iPad or any other class material(s) does not release the student from their responsibility for class work. If a student repeatedly fails to bring materials to class, including an iPad, the student will be subject to classroom/school consequences.

5. Sweetwater Union High School District makes no guarantee, written or implied, that materials on the iPad, including student work, will be safe from deletion or corruption, accidental or otherwise. It is good practice to back up, duplicate, e-mail, or archive files to an independent storage space.

6. The iPad comes equipped with both a front and rear-facing camera and video capacities. Student must request permission before recording an individual or group. Recording must be used appropriately in an educational manner. Sweetwater Union High School District reserves all rights concerning any recording and/or publishing of any student or staff member's work or image. Students must obtain school permission to publish a photograph or video of any school related activity.

7. iPads must remain free of any writing, drawing, stickers, or labels that are not property of the Sweetwater Union High School District. District affixed labels and tags shall not be removed from iPads.

8. Inappropriate or provocative images including but not limited to: pornographic images, guns, weapons, inappropriate language, threatening language, drug, alcohol, or gang related images are not permitted and subject to classroom/school consequences.

9. The adding or deleting of an iPad "app" is by staff permission only. Failure to comply may result in restricted access to the iPad and/or a reimage cost to the student.

10. Students may not overwrite school provided apps and electronic books with personal iTunes account music, videos, books, games, or podcasts. Games, music, videos, and sound use will be at the discretion of the classroom teacher and school administrators.

11. All students should recognize and guard their personal and private information. While on the Internet, students shall not reveal personal information, including a home address or phone number, or the address or phone numbers of other students.

Parent iPad Guide to Student Use

Sweetwater Union High School District recognizes that with new technologies come new challenges to both teachers and parents. Below is a series of suggestions drawn from a wide variety of professional sources that may aid you, the parent, in effectively guiding your child's use of the iPad.

1. **Take extra steps to protect your child.** Encourage your child to use and store the iPad in an open area of your home, such as the kitchen or family room, so you can monitor what your child is doing online. Use the Internet with your child to help develop safe browsing habits. Children often model adult behavior.

2. **Go where your child goes online**. Monitor the places that your child visits. Let your child know that you're there, and help teach her/him how to act as s/he works and socializes online.

3. **Review your child's friends list**. You may want to limit your child's online "friends" to people your child actually knows and is working with in real life.

4. **Understand sites' privacy policies**. Internet sites should spell out your rights to review and delete your child's information.

5. **Limit the time your student is on the iPad.** While the iPad is a very engaging device, it is a school work device. Care and constant monitoring will reduce your child's exposure to excessive use.

6. **Report unwelcome or malicious online threats**. Report in a timely fashion to the school any online interactions that can be considered threatening.

7. **Help your child develop a routine.** Many parents have found success by helping create a routine for their child's computer use. Define a routine as to how the iPad is cared for and when and where its use is appropriate.

8. **Take a look at the apps or programs.** It is to the advantage of the students, parents, and school that the parents have a working understanding of the programs and student work found on the iPad.

9. **Read and share with your child the SUHSD care and use policies.** By reading and discussing the care and use policies, you can create a clear set of expectations and limitations for your child.

10. **Please explain to your child that his/her iPad may be selected at random to provide their iPad for inspection.** Your child should have NO expectation of privacy of any materials found on an iPad.

11. **Remind your child to bring his/her iPad to school daily.** If your child leaves his/her iPad at home, he/she is responsible for getting the course work completed as if he/she had an iPad present.

Parent/Student Financial Responsibility for Repairs
Students must report any damages to the Library Media Teacher at the school. Textbooks will be provided to student in the event that the iPad is damaged, stolen or lost. Apple Inc. provides all families with a limited warranty for loss/damage of iPads. The Apple warranty covers the first two incidents of damage, allowing repair or replacement of an iPad for a fee of $49 dollars. **Students/Parents are responsible for the $49 dollar repair/replacement fee.**

If a student loses or damages an iPad, he/she will receive textbooks from the school library to ensure there is no disruption in his/her learning. Loaner iPads will not be issued so students are encouraged to take VERY good care of their iPad device.

The third time an iPad claim is submitted, Apple's warranty is invalid and student/parent will be charge the full cost of the iPad.

Once a school owned device has been reported as lost or stolen the device will be rendered inoperable by Apple, Inc. This means that the device is deactivated and will no longer function.

Returning your iPad
iPads with accessories will be returned to the school library if/when students transfer to other schools **including within our school district**. The same applies to students who are expelled or terminate enrollment out of the Sweetwater Union High School District school or program. All other students will return their iPads (with accessories) at the end of the school year during the final week of school.

Students/Parents will be responsible for any damage to the iPad, consistent with the SUHSD's iPad Protection Plan and must return the iPad and accessories to the Library Media Center in satisfactory condition.

Student Owned Devices
Should a student choose to purchase their own iPad or mobile device for school use, that device will be regulated by the same rules and requirements as if it was a school owned device. This includes, but is not limited to, the Acceptable Usage Agreement, iPad Agreement, Student Usage rules, and all appropriate laws and regulations.

iPad Care and Maintenance
The iPad is school property and all users will follow this policy and the Sweetwater Union High School District Acceptable Use Policy for this technology. Students are responsible for the general care of the iPad you have been issued by the school. iPads that are broken or fail to work properly must be taken as soon as possible to the School Library Media Center (IT Tech) for an evaluation of the equipment.

General Care and Precautions
- Only use a clean, soft cloth to clean the screen, no cleansers of any type. Do not use liquid cleaners to clean your iPad screen. Do not submerge your iPad in water or any cleaning solution.
- You must use the heavy duty iPad case provided by Sweetwater Union High School District at all times. You must not take off any School District labels, barcodes, or tags. Cords and cables must be inserted carefully into the iPad to prevent damage.
- iPads must remain free of any writing, drawing, stickers, or labels that are not the property of the Sweetwater Union High School District.
- iPads must never be left unattended , in an unlocked locker or unlocked car.
- Your ipad screen is glass. Do not "bump" the iPad against lockers, walls, car doors, floors, etc. as it will eventually break the screen. Avoid placing too much pressure and weight on your iPad screen.

Home Internet Access
Students are allowed to set up wireless networks on their iPads. Printing at home would require a specific make/model printer at this time, proper settings on the iPad and the correct App. **Home wireless Internet access is not required by Sweetwater Union High School District.** Educational activities can be completed without home access. Electronic textbooks installed on student iPads can be accessed without an Internet connection.

SOFTWARE ON IPADS

Originally Installed Software
Apps originally installed by Sweetwater Union High School District must remain on the iPad in usable condition and be easily accessible at all times. From time to time the school may add software Apps for use in a particular course. Periodic checks of iPads will be made to ensure that students have not removed required Apps or added Apps that are not school appropriate as defined by the Student Usage Guide, Acceptable Usage Policy, and all applicable laws.

Additional Software
Sweetwater Union High School District will provide access to synchronize the iPads so that they contain the necessary Apps. Students may synchronize iPads or add Apps to their assigned iPad including home synching accounts. All items contained on the iPad must be school appropriate and follow all school guidelines whether personal or not. **Students must remember the iPad is property of Sweetwater Union High School District.**

iPad ACCEPTABLE USE POLICY

Statement of Responsibility
The use of the iPad is a privilege. The user is responsible for what he/she says and does on his/her school assigned iPad. Network administrators will make reasonable efforts to maintain reliable service. They cannot, however, absolutely guarantee that the system will always be available or operating correctly. Student should know that none of their data is private or confidential. Any communication or data may be subject to review by network or school administration.

Parent/Guardian Responsibilities
Talk to your student about values and the standards that your student should follow on the use of the Internet just as you would on the use of all media information sources such as television, telephones, movies, and radio.

Should you want your student to opt out of having an iPad, you will need to sign the "opt-out" portion of the iPad Usage Agreement indicating that you understand your student is still responsible for meeting all course requirements using traditional means. **All necessary textbooks will be issued in place of the iPad.**

School Responsibilities
- Provide Internet and Email access to all students.
- Provide Internet filtering/blocking of inappropriate materials as able.
- Provide network data storage areas. These will be treated similar to school lockers. Sweetwater Union High School District reserves the right to review, monitor, and restrict information stored on or transmitted via SUHSD owned equipment and to investigate inappropriate use of resources.
- Provide staff guidance to aid students in doing research and help assure student compliance of the Acceptable Use Policy.

Students Responsibilities:
- Using iPads/digital devices in a responsible and ethical manner.
- Obeying general school rules concerning behavior and communication that apply to network use and according to the SUHSD Acceptable Use Policy.
- Using all technology resources in an appropriate manner so as to not damage school equipment. This "damage" includes, but is not limited to, the loss of data resulting from delays, non-deliveries, miss-deliveries or service interruptions caused by the students' own negligence, errors or omissions. Use of any information obtained via SUHSD's designated Internet System is at your own risk. SUHSD specifically denies any responsibility for the accuracy or quality of information obtained through its services.
- Helping SUHSD protect our computer system/iPad by contacting an administrator about any security problems they may encounter.
- Monitoring activity on their account(s).
- If a student should receive email or other electronic message containing inappropriate, threatening or abusive language or if the subject matter is questionable, he/she is asked to contact a school administrator.
- Returning their iPad to the school Library/Media Center at the end of each school year. Students who move schools, are expelled or terminate enrollment at Sweetwater Union High School District must return their individual school iPad on the last day of attendance.

Student Activities Strictly Prohibited
- Illegal installation or transmission of copyrighted materials
- Any action that violates existing SUHSD Board Policy, or public law
- Sending, accessing, uploading, downloading, or distributing offensive, profane, threatening, pornographic, obscene, or sexually explicit materials
- Use of sites to sell or buy term papers, book reports and other forms of student work
- Messaging services and chat rooms (i.e.: MSN Messenger, ICQ, etc.) without prior staff permission
- Internet/computer games with inappropriate content (i.e. extreme violence)
- Changing of iPad settings (exceptions include personal settings such as font size, brightness, etc)
- Downloading non-school appropriate Apps
- Spamming or sending mass or inappropriate emails
- Gaining access to other student's accounts, files, and/or data
- Use of the school's Intranet/E-mail accounts for financial or commercial gain or for any illegal activity
- Use of anonymous and/or false communications through web services such as MSN Messenger, Yahoo Messenger, Facebook, etc.
- Participation in credit card fraud, electronic forgery or other forms of illegal behavior
- Vandalism (any malicious attempt to harm or destroy hardware, software or data) of school equipment will not be allowed
- Transmission or accessing materials that are obscene, offensive, threatening or otherwise intended to harass or demean recipients
- Bypassing the Sweetwater Union High School District's web filter through a web proxy or Virtual Private Network (VPN)
- Other activities deemed inappropriate by SUHSD
- "Jail-breaking" of an iPad for any purpose

Student iPad Care
- iPad batteries must be charged and ready for school each day.
- Students will be held responsible for maintaining their individual iPads and keeping them in good working order.
- Only labels or stickers approved by Sweetwater Union High School District may be applied to the iPad device and/or iPad device protector/cover.
- iPads that malfunction or are damaged must be reported to the Library/Media Center. SUHSD Information Technology Services will be responsible for repairing iPads that malfunction. IPads that have been damaged from student misuse, neglect or are accidentally damaged will be repaired with cost being borne by the student. Students will be responsible for the entire cost of repairs to iPads that are damaged intentionally.
- Students are responsible for any and all damage.
- iPads that are stolen must be reported immediately to the school.

Following the Law
- Comply with trademark and copyright laws and all license agreements. Ignorance of the law is not immunity. If you are unsure, ask a teacher or parent.
- Use or possession of hacking software is strictly prohibited and violators will be subject to disciplinary action in accordance with all applicable District, state, federal laws. Violation of applicable state or federal law will result in criminal prosecution or disciplinary action by the District.

Student Discipline
The discipline procedure in the SUHSD Student Handbook addresses serious and major offenses such as stealing and destruction of school or personal property; cell phone user policy; possession of improper images on any electronic device; or any other violation of the school discipline policy will apply to the iPad device. Depending on the seriousness of the offense students may lose iPad and/or network privileges as well as being held for detention, suspension or even in extreme cases expulsion.

Teacher Apps Guide

Can I use the App Store to download Pages, Keynote, Numbers, iPhoto, iMove, Garage Band, and QR Code Reader?

No – use Absolute Apps for these.

What if I go to Absolute Apps and I don't see anything to download?

1. **Check to make sure you are logged on as suhsd.teach@sweetwaterschools.org**

Go to the Settings icon

Click on the Store icon (left column)

Check to see if you are logged in as suhsd.teach….

If not – then sign out

Click on Sign in

Click on Sign in using an existing Apple ID

Apple ID: suhsd.teach@sweetwaterschools.org

Password SuhsdTeach321!

(IF YOU ARE A TEACHER – PLEASE DO NOT USE ANOTHER APPLE ID)

2. **Go back to Absolute Apps**

Click on the App Store at the bottom tool bar

You should see these apps: Pages, Keynote, Numbers, iPhoto, iMove, Garage Band, and QR Code Reader

You can install any/all of these – you will be prompted for a password – use the SuhsdTeach321!

Still don't see anything?

e-mail: edtech@sweetwaterschools.org

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iPad Roll-out

1

iPad Distribution Plan

2

Essential Documents

3

Training and Personnel
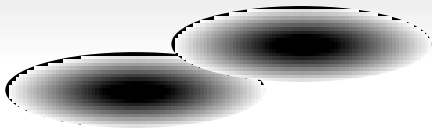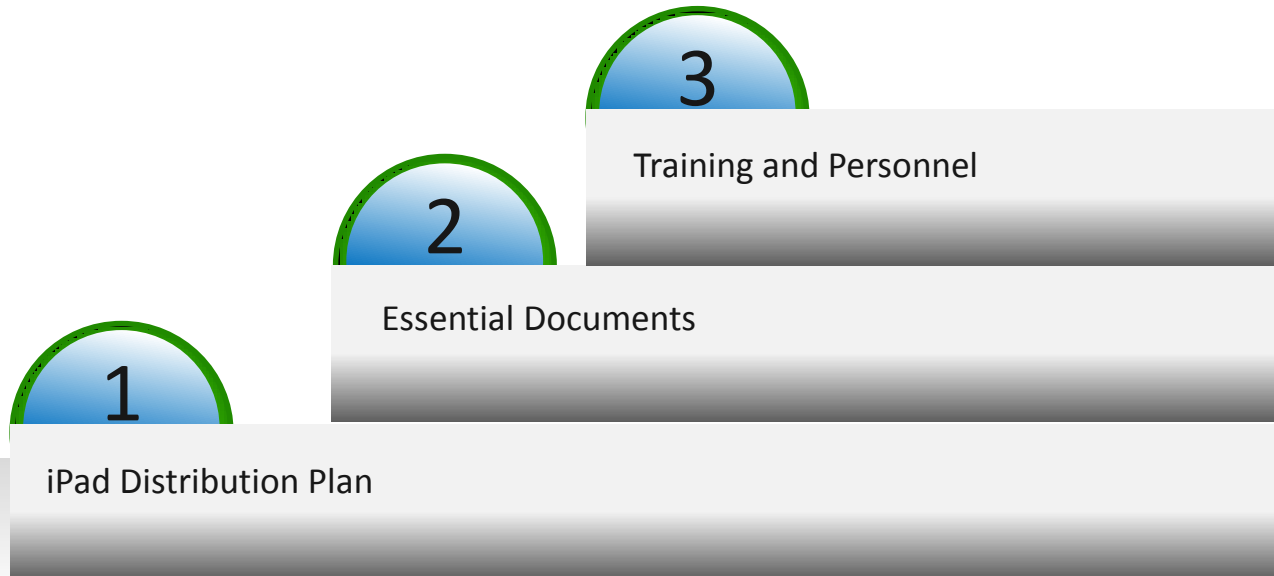
SUHSD Management Academy 7-16-12
iPad Implementation

URGENT and IMPORTANT

- 7-30 iPad distribution to students
- Document distribution from Principals to families
- Apple training for teachers
- Canvas training for teachers
- iPad tracker training for librarians
- IT tech placement at each middle school

NOT URGENT but IMPORTANT

- Teacher review iPad care and use with students
- Parent training and communication
- Preparation for End of Course online assessment
- iBook, Safari Montage, and Canvas integration
- identify IT issues (e.g. wireless access reliabiliy) to address infrastructure needs

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7/30 Distribution

•All middle schools will follow the same procedure for distribution. No exceptions.
•iPads are boxed A-Z. They should not be re-ordered.
•Advisories will be modified for 7/30 distribution.
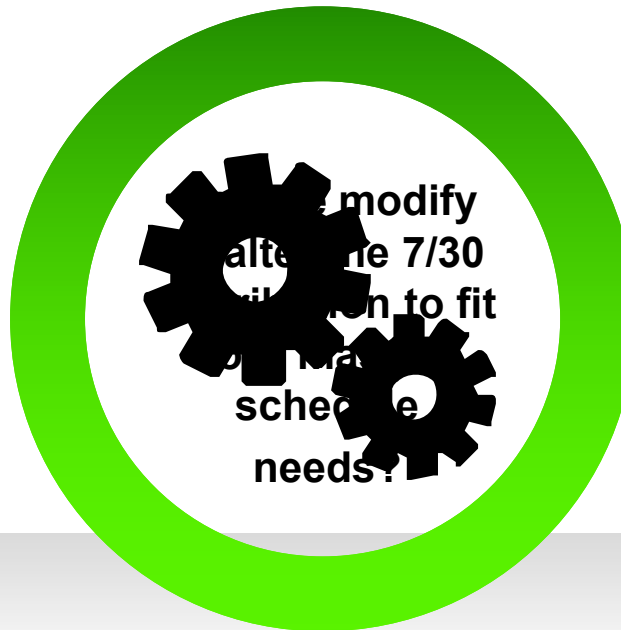
modify alternate 7/30 distribution to fit schedule needs

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Doc Distribution

•Parent letter on school letterhead.
•Student Agreement
•Student Acceptable Use
•iPad Care and Use

What documents we currently have to provide for parents?
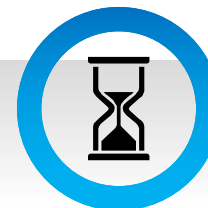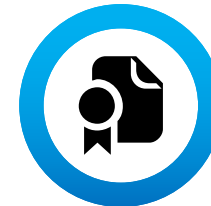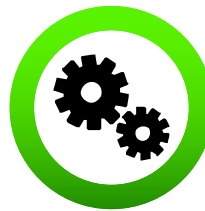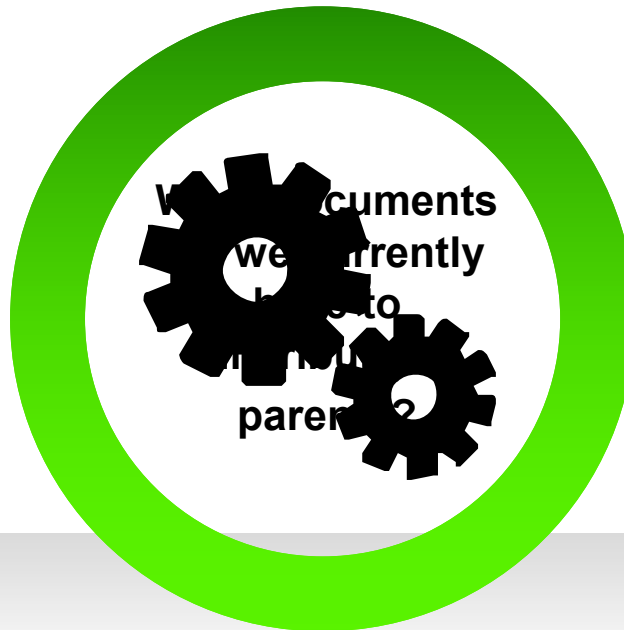
SUHSD Management Academy 7-16-12
iPad Implementation

Apple Training

Content Specific and Project Focused Training

- Training 1 – August 6-9
- Training 2 – August 27-30
- Training 3 - TBD

What are the iPad training dates for Apple
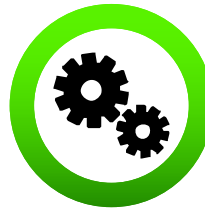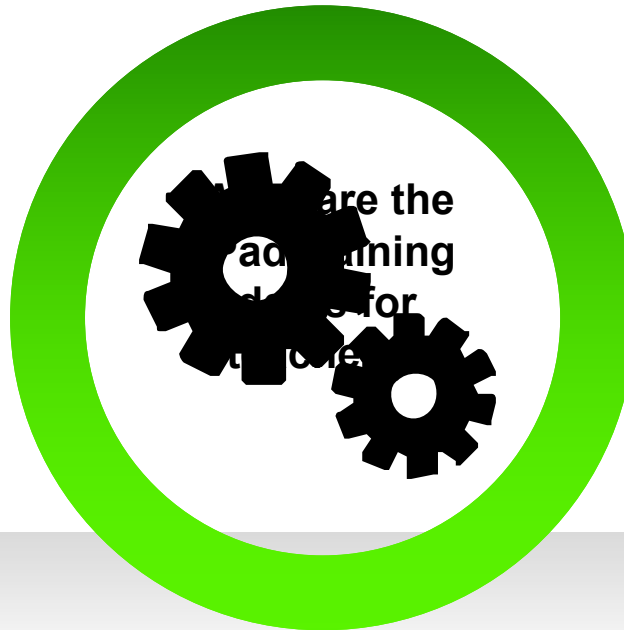
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Canvas Training

Canvas training should include: teachers, librarians, IT Techs, and Administrators

Current plan is to conduct Canvas training onsite during minimum days and online via Canvas and webinar. There will also be integration support during Apple training.

will we
receive training
Canvas?

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iPad Tracker Training

Site IT Techs
Librarians

iPad Tracker training will be condcuted at the PDC for all Librarians and Library Techs on July 30 at 1:30.
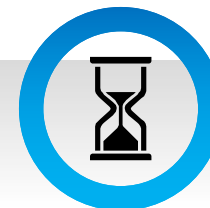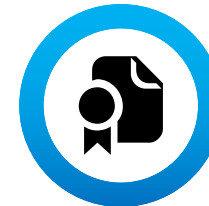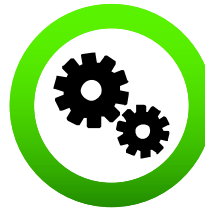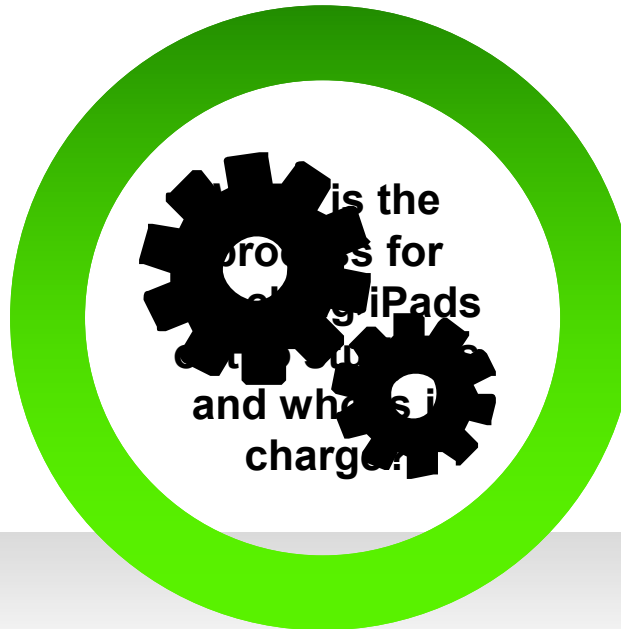
is the
process for
charging iPads
and who is in
charge?

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iPad Tracker Training

IT is hiring and training site techs for each middle school. All Middle Schools will have an assigned tech to support the iPad initiative but some personnel will be temporarily assigned from high schools until all new personnel are hired.
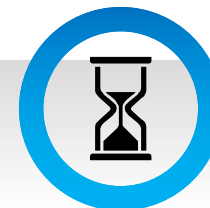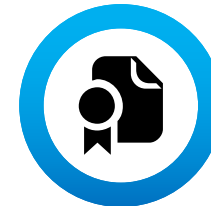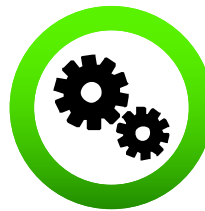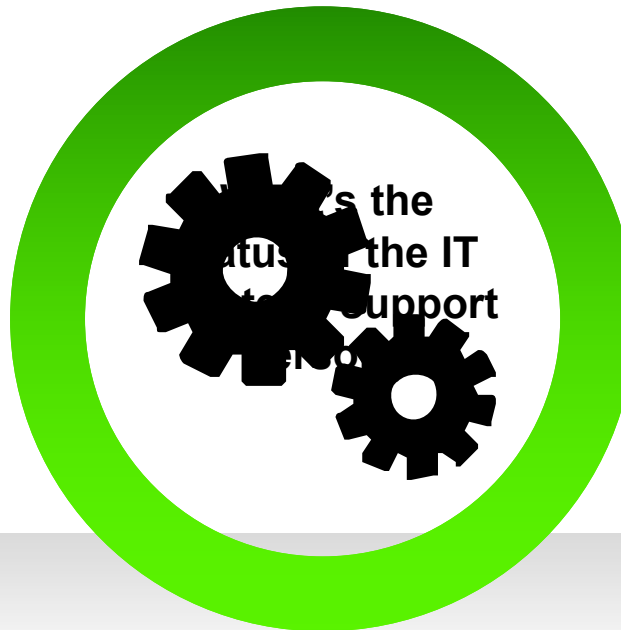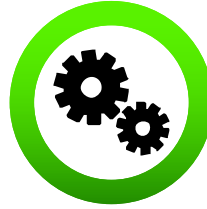
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Questions/Parking Lot