

**MINUTES OF CNETC GOVERNANCE BOARD MEETING
MAY 14, 2003**

***PLEASE NOTE THAT THE BULLETED ITEMS REQUIRE YOUR IMMEDIATE ATTENTION.
PLEASE RESPOND WITH ANY ADDITIONS OR CORRECTIONS TO mlj@unr.edu. Thank you.***

IN ATTENDANCE:

LORRELL BLEAK, SUPERINTENDENT, LINCOLN COUNTY SCHOOL DISTRICT
NYKKI HOLTON, ASSISTANT SUPERINTENDENT, LINCOLN COUNTY SCHOOL DISTRICT
AMANDA BURROWS, TECHNOLOGY COORDINATOR, PERSHING COUNTY SCHOOL DISTRICT
RUSS COLLETTA, ASSOCIATE SUPERINTENDENT, LYON COUNTY SCHOOL DISTRICT
STEVE COOK, SUPERINTENDENT, MINERAL COUNTY SCHOOL DISTRICT
CHRIS HEGG, TECH COORDINATOR, MINERAL COUNTY SCHOOL DISTRICT
WANDA DAPRON, TEACHER, ESERALDA COUNTY SCHOOL DISTRICT
DAVE DISPENSA, TECHNOLOGY COORDINATOR, NYE COUNTY SCHOOL DISTRICT
MARK KNUDSON, NEVADA DEPARTMENT OF EDUCATION
LAMONT JOHNSON, UNR GOVERNANCE BOARD REPRESENTATIVE
MARY JOHNSON, UNR FISCAL MANAGER
KEN GIBSON, UNR WEBMASTER
JOHN DAVIDSON, UNR STUDENT ASSISTANT
KIM VIDONI, INDEPENDENT EVALUATOR

MINUTES:

I. RECAP OF LATEST GRANT ACTIVITIES

Ken Gibson gave a brief recap of the last few month's CNETC activities , including the very successful training at Fernley presented by Todd Wright on Inspiration and Trackstar. John Davidson stated that WebWhacker has been mailed to every school and Inspiration to every district trainer. If anyone has not received a copy, please contact him (jdavidso@unr.nevada.edu)

II. RFP FOR NEXT GRANT AND FUNDING DATES

Mark Knudson discussed our current CNETC funding: Current funds are actually good until September 2004, but because of fiscal year restrictions they will end June 2004. However, we still must apply for an extension to use them beyond June 30, 2003.

Mark also stated that he should have the RFP by July 1 for next year's funding, and that this "multi-year" funding will be good for fiscal years 2004 through 2006. The grant application will be due in early September 2003 and is a two-year proposal. Mark stressed that our excellent assessment reports will be key to receiving and even increasing funding, and he subsequently emphasized how important it is for each school district's teachers and administrators to complete the IITTL online (which has been requested by Kim Vidoni, our independent evaluator).

III. EVALUATION UPDATE AND EVALUATION OF UNR GRANT MANAGEMENT

Kim Vidoni stated how valuable her personal interviews have been with district trainers and teachers. One of the things that has come out of her interviews is how much our trainers have gleaned from one another and how much they have benefited from their CNETC relationship. One of the last things on Kim's agenda is to assess data from the IITTL (a high-reliability, nationally recognized assessment tool developed by the University of North Texas). This instrument is available on line for teachers and administrators to complete on our CNETC Web site (<http://www.unr.edu/cnetc>). Individuals should click on the Nevada icon in the upper left-hand corner of the site.

- **The IITTL must be completed by all teachers and administrators in our six-district consortium by June 13, 2003. Kim will e-mail to each superintendent a note with the appropriate steps for completing the IITTL. This can then be forwarded to all district teachers.**

Again, Kim emphasized how important completing this evaluation is to receiving future funding. Mark also noted that to the extent we do this, we may actually receive national recognition.

Kim also handed out to each district representative a form to evaluate the UNR program management portion of our CNETC grant.

IV. WEB SITE

Using a SmartBoard, Ken Gibson did an impressive presentation of our current CNETC Web site, demonstrating via video streaming some of our trainings, as well as showing where to locate such things as the training schedule, Governance Board minutes, evaluations, etc. District trainers are encouraged to go on line to enter training dates and pertinent information on the form available on the Web site.

V. MILEAGE REIMBURSEMENT AND SUBSTITUTE PAY

Mary Johnson discussed mileage reimbursement for teachers who travel to workshops within their districts and also substitute pay for district trainers and teachers (for which the superintendents were to request payment by the RPDPs). She also asked for input on a minimum mileage for which the grant would reimburse and pointed out that there was no allowance in the grant for either substitute pay for the teachers or the district trainers or mileage reimbursement for the teachers.

Mark stated that, since there is no in-kind match requirement for the CNETC funds, we should definitely cover substitute pay and any travel expenses for both groups—that no teacher should have to cover expenses for CNETC training. It was evident from the ensuing discussion that some RPDPs were paying for

substitutes and some were not. It was therefore determined that Mary Johnson would individually contact each superintendent to see who needed substitute and/or teacher mileage reimbursement and also that adjustments would be made in our grant budget to cover these expenses.

Russ Colletta suggested that we set up a specified allowance for substitute pay for each district—so many days—based on what the grant could actually afford, since some districts could essentially bleed our funds dry.

VI. FINAL MEETING TO DISCUSS GRANT DIRECTION

- **It was determined by all present that, since the new grant will not be due until September 2003, we would meet again as a Governance Board on July 31, 2003, at 1 p.m. at UNR to discuss (a) the new grant, (b) the final evaluation results that will be available and mailed to each superintendent or representative at that time, and (b) the formal applications from Churchill and Douglas counties.**
- **This July 31 meeting will also be made available via video conferencing for those districts who cannot come to UNR on that date. Please contact Mary Johnson (MLJ@UNR.EDU) if you desire video conferencing set up for your district and let her know the location where you can receive it.**

LaMont Johnson brought up the fact that he contacted both Churchill and Douglas counties when we were writing our first grant proposal, and both declined the invitation to become part of our consortium.

- **It was determined that a formal application would be presented to both Churchill and Douglas counties by our CNETC project coordinator, inviting them to apply for consortium membership. The deadline for their applications would, of necessity, be July 1 in order to consider them at our July 31 Governance Board meeting.**

Mark suggested to the group that we may also be interested in doing a proposal to apply for funds (\$200,000) to present the annual statewide technology leadership conference. This was granted previously to Clark County School District who has stated that they do not intend to apply to do the conference in the future.

VII. NEXT YEAR'S GRANT PROPOSAL (NEW ACTIVITIES AND/OR REQUIREMENTS)

Kim suggested that, from her teacher evaluations, in addition to credit, we might want to consider offering other incentives for teacher participation such as the following: stipends, substitute pay, software, hardware, or a drawing for a prize (such as a handheld PDA).

Mark stated that the first two things to go in the application review process would be the teacher stipends and hardware (equipment).

Russ Colletta stated that, according to data collected from West Ed, the train-the-trainer model has been shown to not go far past the trainers themselves; he suggested that it might be more effective to create a cohort of expertise that would move from district to district to provide assistance. LaMont suggested, however, that while we started with the train-the-trainer model, we have evolved to more of a “peer-to-peer sharing model,” which seems to be working quite effectively.

Mark pointed out that in the next year’s competitive application, if any district has moved formula funds (Title II, Part D funds) from technology to something else, it will not be eligible for competitive funding.

- **We still need an additional district trainer from Lyon County and also one from Esmeralda County (since Esmeralda will be losing one). With regard to replacing any district trainer, the decision is strictly up to the district superintendent.**

With regard to Rob Roberts’ e-mail suggestion that CNETC help with the process of collecting data for the No Child Left Behind (HR1), it was determined that Kim’s evaluation will be doing just that and will assist each district with its accountability report card.

VIII. FINAL TRAINING SESSION ON MAY 28 -29, TONOPAH

- **Superintendents and district representatives were asked to encourage their district trainers to attend the final training in Tonopah on May 28-29 on troubleshooting. Bill Doherty, TMCC, will be the trainer for this session and it should be invaluable to district trainers.**

It was pointed out that Bill Doherty walked Esmeralda County through a step-by-step process via telephone to get them online with Internet access. His willingness to assist and timely efforts were greatly appreciated by the Esmeralda County School District.

IX. FUTURE CNETC MEETINGS

It was determined that we would continue to hold CNETC Governance Board meetings in conjunction with the monthly superintendents meetings. However, since no one had his/her copy of the superintendents meeting schedule, the decision as to dates was tabled for our July 31 meeting.