



## ACTEM BUSINESS MEETING MINUTES

Monday, December 10, 2018

9:30 AM - Room 103 - Cross Office Building, Augusta, ME

**NOTE** New Start Time - 9:30 AM

### **Remote Connection Information:**

Maine DOE-1 is inviting you to a scheduled Zoom meeting.

Topic: ACTEM Business Meeting

Time: Dec 10, 2018 9:30 AM Eastern Time (US and Canada)

Join from PC, Mac, Linux, iOS or Android: <https://zoom.us/j/266745236>

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 646 876 9923 or +1 669 900 6833 or +1 408 638 0968

Meeting ID: 266 745 236

Or an H.323/SIP room system:

H.323: 162.255.36.11 (US East)

Meeting ID: 266 745 236

SIP: [266745236@zoomcrc.com](mailto:266745236@zoomcrc.com)

Remote Sites:

### **Agenda**

Call to Order and Introductions

*Meeting called to order at 9:30am*

<http://www.actem.org/page-1752471>

Acceptance of the [Sept. 17, 2018 Meeting Minutes](#)

*Motion made and seconded for the Minutes accepted unanimously*

**Updates:**

LTTT - Digital Learning Specialist - Amanda Nguyen  
*Information [here](#)*

MEDMS and Long. Data Systems - Charlotte Ellis  
*No report from MEDMS on this date*

E-Rate and NetworkMaine Update - Anne Perloff:

#### ***E-Rate Update***

- *What we do not know:*
- *The deadline to file an FY2018 Form 470*

- *The deadline to make EPC profile updates during the Administrative Window >>> The Administrative window will close immediately before the Form 471 Filing window opens*
- *The dates of the FY2018 Form 471 Filing Window >>> Will likely open around January 15 for 75 days*
- *What Category 2 Budgets will be or how they will be calculated in FY2020*

***Next steps, given these question marks:***

*File the FY2019 Form 470 soon to make sure you have ample time to file it and wait 28 days before selecting a winning bid. You must file a Form 470 if you want to receive E-Rate for FY2018 and have an expiring contract or want to request funding for new products or services.*

*The best recommendation is to utilize any remaining C2 budget funds you have in FY2019.*

*The Administrative Window is open now so log into EPC as soon as possible to update your enrollment and NSLP numbers for EACH SCHOOL in your district before profiles are locked down.*

*Stay tuned for updates once deadlines are announced.*

***Networkmaine Update***

***Enrollment***

*Enrollment will be held in January. All new and continuing members of Networkmaine must complete enrollment. For most of you, it will consist solely of a brief online survey and a Form 479 to certify your CIPA compliance.*

***A fond farewell to Deb Friedman for all her contributions to our organization and to the students and staff of Maine. Enjoy your retirement!***

***Conversation about MDOE staffing now and in the future especially given the Governor's office transition.***

***Margaret.piatt - New data warehouse manager for MDOE***

MEA Testing - No updates at this time.

ACHIEVE Award - Deb White  
***Nominate, Nominate Nominate!***

Tech Integrator's Group - Mike Arsenault

[FETC](#) - Orlando, FL January 27-30

[LearnLaunch2019](#) - Hynes Convention Center, Boston January 31-February 1

[EdCamp Western Maine](#) - Mount Blue HS February 2

[EdCamp Maine](#) - Waynflete School TBD

[Central Maine Educators Regional Conference](#) - SeDoMoCha Schools,  
Dexter March 15

[MassCUE Spring Conference](#) - College of the Holy Cross March 15

[CoSN 2019 Annual Conference](#) - Portland, OR April 1-4

[Blended and Personalized Learning Conference](#) - Providence, RI April 4-6

[ACTEM Spring Leadership Conference](#) - Holiday Inn by the Bay, Portland April  
24

[ISTE 2019 Conference](#) - Philadelphia, PA June 23-26

[ACTEM 2019](#) - October 10-11 Augusta

Become an Apple Teacher **[NEW]** - <http://www.apple.com/education/teachers/>  
Google Teacher Certifications -

<https://edutrainingcenter.withgoogle.com/certification>

MLTI Professional Development (Apple Solutions):

<http://maine.gov/mlti/events/apple.shtml>

MLTI Professional Development (HP Solution):

<http://maine.gov/mlti/events/hp.shtml>

**New Individual Member Benefit is a PD Online Library:**

<http://actem.lib.overdrive.com>

METDA - Technology Director's Group - Andy Wallace

*Hosting Maine Student Privacy Meeting this Friday*

*Can register until end of day tomorrow*

*This will be a working meeting with vendors & contracts*

*"Free lunch" if you contact 3 vendors*

*Can still join later with a vendor letter to be part of the master contract*

*Appetizers after at a local venue for continued networking*

*FREE!*

*January~*

*Meeting about the future of MLTI in Yarmouth*

*Contact Andy with any questions*

**Reports:**

#ACTEM18 Conference Update - Cheryl Oakes  
*Information [here](#)*

*Next Year's Keynote Speaker Co-Sponsored with Apple!*  
*[Michael Cohen](#)*

*Conversation about the overall excellence this year*  
*Of conference*  
*Of Keynoters*

*Conversation about finding the balance between vendor needs & conference attendee needs/wants*

*Quality sound needs to be addressed*

Professional Development - Dennis Kunces

*To date: ACTEM has paid out \$803.38 to 5 members, 4 for the Wonder Workshops, out of a total obligation of \$5, 235.26.*

*Of the obligated funds:*

*\$1,131.88 is for 4 activities*

*\$ 3,300.00 for ISTE registrations ISTE awards are up to \$550 as the Board is encouraging attendance to ISTE in Philadelphia.*

Executive Director Report - Gary Lanoie

*Membership*

*Financials*

*Software Update*

*Information [here](#)*

NEISTE Report - Gary Lanoie

*Dennis & Gary both attended*

*Next meeting is March 22nd*

*Plan for a Vendor Summit at Basketball Hall of Fame in Springfield, MA*

President's Report - Dennis Crowe

ACTEM 2018 Conference Video by Adam Parvanta

*<https://vimeo.com/303370595/b12b99b868>*

New member benefit - OverDrive PD Library

***New Individual Member Benefit is a PD Online Library:***

*<http://actem.lib.overdrive.com>*

ISTE 2019 - Philadelphia, PA

ACTEM will charter bus and offer low-cost transportation

Bus registration open at [www.actem.org](http://www.actem.org)

Includes Kajeet bus hot spot

ISTE Conference registration also open

Special PD Reimbursement this year for ISTE registration

If you are an ACTEM member - you can apply for PD reimbursements and your out of pocket costs will be hotel accommodations & meals.

<http://www.actem.org/Online-PD-Application-Form>

ISTE super early bird registration rate reimbursement

ISTE 2019 ACTEM Hotel Block

Hilton Garden Inn Philadelphia Center City

**Save the Date** - Spring Leadership Conference - April 24, 2019, in Portland, ME

New Business:

***Computer Science for Maine email:***

***Would ACTEM like to be involved with them?***

***That means allowing logo to be used, agree to support tenets, etc.***

***It appears to fit into ACTEM's mission & objectives.***

***We are going to respond with yes but we want a voice at the table.***

***EducateME is a proficiency-based group, private/public coalition***

Round Table Discussions:

Spring Leadership Conference topic/title

***Past topics - Wireless, Security***

***Security is still a hot topic and has many facets***

***Ransomware***

***Personal devices questions: wearables, drones, phones, etc.***

***Privacy/Safety both personal & systemwise***

***Apple Education Sales Development Team has had changes. Jim Moulton is now working nationally, new Jim is Ryan Wiggins, Trey is back as K-12 Apple System Engineer.***

***Tara is working to keep the MLTI machines in state to continue to benefit Maine students. There needs to be some sort of clear mechanism to allow for a Buyout. We've done this before. We just need to have some entity coordinate the process. MDOE needs to make ultimate decision of return to Apple or purchase.***

***Wireless is also an issue because we don't have local control.***

***Contact your local legislator to advocate for MLTI.***

*It looks like we need a taskforce to focus on the learning for MLTI continuation.*

*ACTEM is considering their own taskforce - Moving MLTI Forward*

*Potential Members:*

*Superintendents,*

*Curriculum Coordinators,*

*ACTEM,*

*ComputerScience for Maine?*

*Small school/district representation*

*Dennis will make a phone call to initiate a meeting. (Andy & Dennis will begin the process.)*

Adjourn - Lunch Tickets provided for members

**Adjourned made and accepted at: 12:01**

Future Business Meeting Dates for 2018-19:

March 11, 2019

May 13, 2019

Spring Leadership Conference - Wed., April 24, 2019

Afternoon Webinar

2:00 PM Newslea