ICT Department Meeting Notes (Meetings held from 2-2:25 on a Monday Afternoon)

# Monday 20th May

EY&I - Carpet & Recovered of Cushions & Whiteboard Paint

JC - Moving to Green Screen Side on last THursday

30th May Dreams Lab out of use for STEAM VISON MEETING Try and cover as much as possible

# Monday 13th May

Everything Done?

Reports

Last Week interruptions

Appraisals

STEAM Meeting in the DREAMS Lab

EY&I Carpet? Talk to Huong

# Monday 6th May

8 Weeks left - Making sure that we cover all the topics by the end of the year.

Reports - find out tomorrow

Next year - There will be part time teachers that will need support

Changes for rooms - Carpet in EY&I and no Carpet in half of room here.

Finalise Computer Room

-Powerpoints and schematics

-Furniture

-Kitchen Tables

# Monday 8th April

BSO - all is looking good

-iPads EY&I Be cleared JC to be semi cleared

Thursday Maria and I not here

-Year 5 - apologise and cancel

Year 1 & Year 2 - Tue

Year 3 and Year 3 - Uyen

Year 4 - Gary and Pete apologise and cancel

Laptops are being a right pain - what is the problem? Holiday reinstall?

# Monday 1st April

When raining - send messages, no point getting drenched and make it as soon as you can

Inspection Lessons - Fill out lesson timetable on BSO Form

-Unit Plans for Year 1,2,4 - Talked about and will be on by the end of the day

-Unit Plan for F3

Clipboard lesson plans -

Cell Phones in class - unless taking a photo - NO

Tidy up for Friday

Use of non teaching time - keeping track of what we are doing

# Monday 25th March

Tue Duty: is 5 Duties too much

Monday Bus 7:30-8:00 After School Ballet 2:45-3:45

Tuesday Playground 7:45-8:10

Friday Playground 7:45-8:10 After School Ballet 2:45-3:45

F2 Wednesday 1Hr

F3 3 Hrs

F3 - 6x 30 Min

Y1 - 7x 45

Y2 - 8x 45

Planning and Assessment and Paperwork

EY&I - Ms Houng & Ian about carpet and recovering the couch thinggys and getting rid of tables

SeeSaw Posts - to post a blurb to explain the process in Year 1-3 to see if there is a better understanding of what is happening - I will talk to some teacher parents about what is happening to get links

# Monday 19th March

Ms Hung - remove unwanted Furniture

Jules - Art Trolley

Audit of resources  
-Tue to update EY&I and Uyen to update JC vy the end of term

Finalise Skills and Year Long Term Plans by end of term

Resources done and translated for Lien

-Green Bean Bags to EY&I Campus (Maria to talk to Dee and get them moved)

JC Laptops are being a bit funny

Won’t let sign in

If we have ipads and laptops reset over the holidays (All work off them by the holidays)

-Scratch Jr

-Camera Roll

-Pages

-KeyNote

-Comic Life

Luke to talk to Chris about Sylvia Duckworth

F3 to get 5 Onle BeeBots

# Monday 4th March

All present

Health & Safety cups cords badges carpet

The fix lamination

Planning check end is next week

Combines website

Set of skills F3

Apple TV and printers

# Monday 25th February

Digital Literacy?

-Google Addons being played in class

-Lessons - are they cancelled when teachers are away and cover

Year 4 - Maria Monday through Wednesday

Monday 4V

Tuesday - 4M

Wednesday - 5C

EY&I DL Furniture

-Carpet

Orders

# 

# Monday 13th February

Clubs

-LD Contact EY&I Clubs People to check they have what they need for clubs

Orders

-MB to check over orders

Furniture

-Contact Ian to see what the budget is

Movement of Resources

TH - Bloxels and 5 stands to JC

U - k’Nex to EY&I

Meetings moved to Monday @2pm - we hope

# Thursday 23rd January

International Week - Sorted  
Orders

# Thursday January 15th

-International Week  
Coverage  
JC - WT INTernational ICT Room LD (Maria teaching across Campus)

Friday EY&I LD Tue to cover

Tet

-Interruptions ?

Photographer

25th EY&I - Julzes Class Dash

28th JC - 1pm lesson Year 4VLego

-Uear 3?

# Friday 8th January

New Campus

-Furniture - Last week before TET to come together. Carpet?

-Keeping it looking tidy

-Trolly - speaker system - images on wall - write off Easy speaks…  
I Tue to complete stocktake of resources  
-Look into Apple TV Settings  
-Computers move to JC

Here - Storage  
Computer bank

Maker station

Retractable powercords like Secondary DT

Apple Classroom - What App Store are we on? Multiple users for single devices

# 

# Thursday 28th November

Hour of Code - Codable onto iPads at EY&I - look at what links from Hour of Code work on an iPad and get them saved as a link onto ipads as icons

Junior - Hour of code website with review on their website

Stickers

Parent and Teacher Workshop at EY&I

# Thursday 8th November

EY&I -

-Follow up Printer and Apple TV with Lien

-JAWS Class is out of use on Friday

Hour of Code - Proposal to Ian and Mary

Department - Christmas Dinner (Tuesday or Wednesday is Good)

Audio from Projector due to Apple TV

Furniture Plan by Tet

iPad Trolley -

Booking form for Room

# 

# Thursday 10th October 2018

APT

Tue F2, F3, 1,2

-F2 today

-F3 - modifying iPad curriculum to fit age and ability

Maria - 1,2,4,5

-alls well

Luke - 2,3,5,6

-

Uyen

Good

New Orders - action needed

DREAMS Lab EY&I furniture

Tiny stools

Hour of Code December 3-7

Newsletter Article

Assembly mp2 luke

Coffee Morning - Digital Literacy

Introduce curriculum

Stations of activities

Cyber Safety stuff

Planning

Video footage for Luke

November

# Friday 17th August 2018

Fridays at 7:30 team meeting

Apps

-Book Creator

-Comic Life

-Puppet Pals

Pic Collage

Scratch Jr

Box Island

-2DIY

-Stop Motion

-My Create

-Bee Bot

-<https://www.makewonder.com/apps/> 95 Apps)

-iMovie

-Pages

-Daisy Dinosaur

-Green Screen

-Kodable - Coding For Kids

Room

EY&I

-Tables coming

-Projector (blurry)

- Needs to have a splitter

-Chair

-Carpet

-Labels

-Stationary for

-white board erasers from EY&I

November

# Friday 17th August

Fridays at 7:30 team meeting

Apps

-Book Creator

-Comic Life

-Puppet Pals

Pic Collage

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Box Island

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