

### 3/3/22 Software Meeting Notes held via ZOOM

- Started at 3 pm
- Introductions
- Attendance:
  - Lisa Millard – RSU 39
  - Eric Lawson – York
  - Amy Tucker – RSU 38
  - Mike Arsenault – Yarmouth
  - Allison Braley – RSU 25
  - Andrew Wallace – South Portland
  - Peter Robinson – Auburn
  - Matt Drewett-Card – RSU 80 MSAD 46
  - Holly Graffam – MLTI Ambassador
  - Beth Lambert – Director of Innovative Teaching and Learning
  - Jonathan Graham – Digital learning specialist
  - Brandi Cota – MLTI Project Manager
  - Brooke Upson – Office Specialist
- JamBoard activity 1 – HG asked participants to list all skills YOU think students should develop
- JamBoard activity 2 – Categorize these skills into three boxes: Essential, Optimal and Bonus
- Feedback
  - Bulk of ideas are essential
  - Thinking outside the box
  - Typing is beneficial and essential
  - If there is a (+1) by a sticky note = someone else agrees
- Action Items:
  - JamBoard will be open until 3/25 if any members have any additional ideas
  - Jon to send out a list of upcoming meetings with dates and times
- Meeting ended at 3:55pm
- Next Meeting 3/30/22 3-4:30 pm