

MEMORANDUM OF UNDERSTANDING

BETWEEN

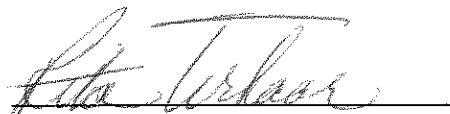
DEPARTMENT OF DEFENSE EDUCATION ACTIVITY

AND


FEDERAL EDUCATION ASSOCIATION
STATESIDE REGION

PCs and Adobe Premiere Software for Video Communications Classrooms

The Department of Defense Education Activity (DoDEA) and the Federal Education Association Stateside Region (FEASR), hereby agree to implement PCs and Adobe Premiere Software for Video Communications Classrooms in the Domestic Dependent Elementary and Secondary Schools (DDESS) in accordance with the attached guidance for school year 2015-16.



Rita Terhaar
Acting Director Human Resources DoDEA



Jane Loggins
FEA Director for DDESS

6-1-15
Date

June 1, 2015
Date

DEPARTMENT OF DEFENSE EDUCATION ACTIVITY

4800 MARK CENTER DRIVE ALEXANDRIA, VA 22350-1400

Information Paper

PCs and Adobe Premiere Software for Video Communications Classrooms May 29, 2015

Purpose: To provide information regarding the rollout of personal computers (PCs) and software for the Department of Defense Education Activity's Video Communications Programs.

Background:

- Macintosh computers that were purchased between 2008 and 2010 for DoDEA's Video Communications Programs are now out of warranty. As part of the 2014 DoDEA-wide computer purchase, DoDEA was able to procure additional computers to support DoDEA's Video Communications Programs.
- The industry standard is no longer exclusively Macintosh computers. For example, video, gaming, animation, movie industries and art institutes now use PCs in competitive numbers.
- The use of Macintosh computers in the video communications classrooms has not been fully effective because the Macintosh platform lacks reliable local technical support consistent with DoDEA's area network capabilities and servers.
- Due to the cost of PCs, DoDEA has been able to purchase more computers for the video communications 1, 2, and 3 classrooms.

Key Points:

- Adobe Premiere Pro will be the software for the new robust PCs for video communications 1-3 classrooms starting SY 15-16.
- The new PCs have arrived in schools.

Implementation plan:

July 2014	Pre-decisional Involvement (PDI)-Education, Labor-Management Employee Relations (LMER), and Associations
SY 14-15	Gathered input from Area ISSs and teachers through the Area ISSs regarding teacher needs, student achievement, course descriptions, and requirements for the video communications courses.
July 2015	Conduct Market Research (MR) for the video communications programs.
July/August 2015	Technical Evaluation Teams (TET) for the video communications programs.
July 2015	Remove all Macintosh computers from the DoDEA network (LAN). These Macintosh computers will be used as stand-alone machines for video editing (no internet or LAN access). The Macintosh addresses will be restricted by DoDEA's IT, preventing inadvertent access to the network by the Macintosh computers.
August 2015	Curriculum development team (CDT) to develop scope and sequence, syllabi, and training guides.

August/September 2015	Teacher trainings.
The end of semester 1 of SY 15-16	All Macintosh computers in the Video Communications programs will be removed through Defense Reutilization Marketing Office (DRMO)

Way Forward:

- 4 selected teachers for the virtual TET and virtual CDT through the application process April 2015.
- Teachers will be provided Professional Development (PD) days to familiarize with PCs, adopted materials, and Adobe Premiere software during school year (SY) 2015-16.
- Video Communications educators will be provided with one-half (1/2) day release time from students with substitute coverage at the start of SY 2015-16 to convert files from Mac to PC format. This release time must be used by September 30, 2015.
- Video Communications educators will be provided with one (1) day release time from students with substitute coverage at the start of SY 2015-16, in order to review and familiarize themselves with the new PCs and Adobe Premier Software, as well as the adopted materials, scope and sequence, syllabi and training guides. This release time must be requested and used by September 30, 2015.
- Video Communications educators will be provided with one-half (1/2) day release time with substitute coverage at the start of SY 2015-16, for an interactive, live online District or Area-wide training on the new PCs and Adobe Premier Software, as well as the adopted materials, scope and sequence, syllabi and training guides, which will be led by the members of the Curriculum Development Team (CDT). This release time must be requested and used by September 30, 2015.
- Video Communications educators who require additional assistance may request it through their administrator who will coordinate with the Area ISS.

Prepared by:

Hoa Nguyen, HQ CTE Coordinator, 571-372-6019; hoa.nguyen@hq.dodea.edu

Approved by: Adrian B. Talley, Ed.D., Principal Deputy Director and Associate Director for Education, 571-372-1893; adrian.talley@hq.dodea.edu