

**Digital Literacy Advisory Group
Meeting 4
Jan. 8, 2026
Meridian School District**

Time	Focus	Activity	Deliverable
5 p.m.	Welcome and approve Meeting 3 minutes	Review and approve meeting 3 minutes	Attendees: <ul style="list-style-type: none"> • Robert Kratzig • Shaun Doffing • Cynthia Richardson • Lisa Gilchrist • Aaron Jacoby • Khael Aum
5:15 p.m.	Review Staff Feedback	Review feedback from staff survey regarding 2123 Forms	
5:30 p.m.	Review 2123 Forms	Review updates to 2123 forms based on previous discussion and feedback: <ul style="list-style-type: none"> • Student Classroom Protocol (Form 2)-good to go • Combine form 3 and 4 (student responsibilities) to create section for student handbooks • Eliminate Form 4 (pledge) 	
6:30 p.m.	Meeting close	Appreciation for the advisory group's work and confirm moving forward with updated 2022 Procedure, 2123 Policy and 2123 Form 2, and student handbook language	