Technology Oversight Committee Meeting Minutes

Date: January 17, 2018
Time: 4:00 p.m. – 5:00 p.m.
Place: TUSD Technology Services Conference Room
1010 E. Tenth St., Bldg. B (west hallway)

Committee Members Present: Cindy Dooling, Harry McGregor, Raj Murthy, Lori Riegel (Chair), Duncan Simpson (Vice Chair), Rachael Sedgwick (Governing Board Member)

Committee Members Absent: Doug Baker, Gary Lang

Staff Members Present: Andrea Marafino, Kevin Startt, Rabih Hamadeh

CALL TO ORDER: The meeting was called to order at 4:07 p.m.

ACTION ITEM
Approval of December 2017 Meeting Minutes – Duncan moved to approve the minutes, Harry seconded the motion and all approved.

INFORMATION ITEMS
• Update on recent RFPs, RFQs
  o RFP 19-01-21: Technology Products and Services for E-Rate Funding Year 2018-19 – Andrea noted that the RFP opened today and six vendors responded. The evaluation committee is scheduled to meet later this week.
  o Mini-Bid 18-58-18: Tablets for use with Educational Applications – Andrea explained that the purpose of the mini bid is to procure educational tablets that will be used for instructional applications in TUSD elementary schools. The intent is to purchase five tablets per classroom in grades K-3 for use with Imagine Learning and SuccessMaker.
  o Approval to Use a Cooperative Contract to Purchase CTE Technology Items in Excess of $250,000 – Kevin stated that the Board approved the purchase of Apple Technology Products for the CTE Department using a Mohave Educational Services Cooperative Contract that will cost approximately $262,000.
• Update on pilot program and purchase plans – Andrea clarified that a pilot was conducted in the fall by staff to test the compatibility of SuccessMaker and Imagine Learning on a variety of different tablets. She noted that there were not enough test devices to conduct a pilot with students, but K-3 classrooms have already implemented computer stations as part of their Daily 5 Centers with borrowed devices. Since there is a requirement for students to utilize SuccessMaker or Imagine Learning for 80 minutes over the course of 4-5 days per week, the District has determined that five permanent devices are needed in each K-3 classroom. The devices will support literacy and have been approved by ADE to be procured by Move On With Reading funds.
• Update on transition in IT Department – Cindy and Lori updated the committee on the CTO search process.
• Update on publicity for student seat on TOC – Andrea confirmed that a notice was sent out to Secondary School Leadership, the Counseling Department, the Instructional Technology Team, the Career and Technical Education Department, and the Communications Department.
• Location and date for spring retreat – The committee would like to schedule the retreat at a school site on April 13.

CALL TO THE AUDIENCE: Lillian Fox discussed the new structure for the organization that was presented at the Board meeting and inquired about the implications to the TS department.

SCHEDULE NEXT TOC MEETING: The next meeting was scheduled for February 21, 2018 at 4:00 p.m.

ADJOURNMENT: The meeting was adjourned at 4:41 p.m.