Technology Oversight Committee Meeting Minutes

Date: March 21, 2018
Time: 4:00 p.m. – 5:00 p.m.
Place: TUSD Technology Services Conference Room

Committee Members Present: Doug Baker, Gary Lang, Harry McGregor, Lori Riegel (Chair), Duncan Simpson (Vice Chair), Rachael Sedgwick (Governing Board Member)

Committee Members Absent: Raj Murthy

Staff Members Present: Blaine Young, Andrea Marafino, Rabih Hamadeh, Diana Kerfoot, James Butler

CALL TO ORDER – The meeting was called to order at 4:02 p.m.

ACTION ITEM
Approval of February 2018 Minutes – Duncan moved to approve the minutes, Harry seconded the motion, and all approved.

INFORMATION ITEMS
• Introduction of Members – Committee members, staff, and guests provided introductions.
• Introduction of New CTO – Blaine provided a more thorough introduction.
• Update on recent RFPs, RFQs
  o RFP 19-01-21 Technology Products and Services for E-Rate Funding – Andrea noted that Blaine certified the District’s E-rate applications for FY18-19.
  o Mini-Bid 18-68-18: Tablets for Use with Educational Applications – The committee decided to postpone the recommendation until the April 10 board meeting so that the highest ranked tablets could be tested by students.
  o Expenditure Increase under IFB 14-64-19 - Microsoft Academic Volume Licensing – The Purchasing Department came across a supplemental agreement approved by the Governing Board that increased the annual spend amount for Microsoft volume licensing services. As a result, this item no longer needs to go to the board.
  o Synergy SIS Contract Change – The Arizona Department of Education decided to conclude the State’s SIS program this fiscal year and will not be renewing any Synergy agreements going forward. TUSD’s Synergy contract was renewed in February using the Mohave cooperative contract through June 30. Since the renewal for FY18-19 will exceed $250,000, this will go to the Governing Board in May for approval.
  o Mass Notification System Renewal – Diana stated that Purchasing is looking into a GSA cooperative contract that ParentLink can be renewed under. Harry noted that the District’s current renewal costs are reasonable, but noted that he would be interested in seeing the District utilize the text messaging feature for non-emergency notices.
  o Staff and Teacher Evaluation Software Renewals – As noted last month, the Frontline Professional Growth Software Subscription (Teacher Evaluation software) and Truenorthlogic Annual Software Subscription (PD and staff evaluation software) will likely be brought to the board this spring as an increase to the district’s spend with SHI.
  o Temporary Staffing Services RFP – This is a joint RFP between Technology Services, Human Resources and several other departments. Lori noted that it would not be necessary for the TOC to participate in this RFP.
• Agenda for Spring Retreat – Lori will be putting together the agenda for the retreat at Catalina on April 13. Topics suggested by committee members included: Instructional Technology Plan Development, Technology Disparities at TUSD High Schools, Retention of TOC Student Members, Recruitment of New Members, Public Perception of Technology in TUSD, Technology Planning Related to the USP, Physical Campus Security and Technology, TTL Update, Charter Discussion. Catalina has confirmed that Room SC206 is available for the retreat on April 13 from 9am-2pm. Catering is an option and will cost $8/person for lunch.
• Update on High School Computer Labs and Library Printers – Rabih explained that the low-tech fix of securing the mice to the tables select high school computers labs was still working to the extent practicable. In terms of printing, he noted that the District is in the process of upgrading to Windows 10 and a central print management solution would be tested at Rincon once the upgrade was complete.
• Update on Open Seats (Community and Student Seats) – No applications have been received since the last meeting. The Board Office will be contacted to send out a press release.

CALL TO THE AUDIENCE – None present.

SCHEDULE NEXT TOC MEETING – The next meeting was scheduled for April 18, 2018 at 4:00 p.m.

ADJOURNMENT – The meeting was adjourned at 4:56 p.m.