Technology Oversight Committee Meeting Minutes

Date: April 18, 2018
Time: 4:00 p.m. – 5:00 p.m.
Place: TUSD Technology Services Conference Room

Committee Members Present: 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: Blaine Young, Andrew Agnew, Andrea Marafino, James Butler, Rabih Hamadeh, Kevin Startt

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

ACTION ITEM

Approval of March 2018 Meeting Minutes – Harry motioned to approve the minutes, Raj seconded the motion and all approved.

INFORMATION ITEMS

• Update on recent RFPs, RFQs
  o RFP 18-78-C20: District Wide Visitor Tracking System – Andrew Agnew provided an overview of the RFP, noting that TUSD is looking for a family engagement tracking solution that will allow the District to report on the racial/ethnic characteristics of the students whose family members are visiting the school as required by the USP. Lori and Harry will serve on the evaluation committee. Harry asked if the RFP could be sent to the software vendor who provides the sign-in system at TUSD’s IELCs.
  o RFP 19-14-23 - Temporary Staffing Services – Andrea reminded the committee that this is a joint RFP between HR, TS, Operations, Food Services and other departments. It is currently being evaluated, but members agreed TOC participation in this RFP is not be necessary.
  o Mini-Bid 18-68-18: Tablets for Use with Educational Applications – Blaine stated that this was approved at April 10th board meeting and the implementation plan is being developed.
  o Synergy SIS Contract Change – ADE decided to conclude the State’s SIS program this fiscal year and will not be renewing any Synergy agreements going forward. Since the renewal for FY18-19 will exceed $250,000, this will go to the Governing Board prior to July 1 for approval.
  o Mass Notification System Renewal – The District will be using a GSA cooperative contract to renew this next year.
  o Staff and Teacher Evaluation Software Renewals – As noted previously, the Teacher Evaluation software and PD and staff evaluation software will likely be brought to the board this spring as an increase to the district’s spend with SHI.

• Recap of Spring Retreat – Lori noted that all members present were at the Retreat, so a formal recap would not be necessary. Rachael inquired about how the TOC should be involved in Deseg budgeting related to technology. Duncan and Harry proposed including the TOC on any updates to the Special Master regarding technology. Blaine suggested adding a Deseg update to future TOC agendas.

• Update on Open Seats – Everyone agreed that student members are important to the committee. Blaine suggested recruiting from the Superintendent’s Student Advisory Committee.

• Update on TOC leadership / transition plans in May – Lori reminded the committee that she plans to give up her role as chair in May, but she recommended Duncan step as chair and Raj as vice chair.

• Review of charter – Rachael noted that the Board decided to make the TOC Charter available for public comment. Andrea agreed to send the link to the committee when it is posted.

CALL TO THE AUDIENCE – None present.

SCHEDULE NEXT TOC MEETING – The next meeting was scheduled for May 23, 2018.

ADJOURNMENT – The meeting was adjourned at 4:50 p.m.