Technology Oversight Committee Meeting
Technology Conference Room
1010 E. 10th
Tucson, Arizona 85717
May 18, 2012

MINUTES

Committee Members Present:
Ashton Bergstrand – Vice Chair
Scott Boone
Kevin Dignum
Michael Hicks – Gov. Board Member
Scott Horten
Harry McGregor – Chair
Damian Shindler
Mark Stegeman – Gov. Board President
Thomas Wills

TUSD Staff Present:
John Gay – CIO
Adele Edwards
David Edwards
Robert Kramer

COMMITTEE MEMBERS NOT PRESENT
Tressa Escarpeta
Todd Portz

Guests Present
ITEM

MEETING CALLED TO ORDER

An official meeting was called to order at 4:30 and there were adequate amount of members to have a quorum.

APPROVAL OF MINUTES

Motion was made to approve the meeting minutes of 3/6/12 pending the correction of a typo.

UPDATE FROM STPC

Bob Kramer was present representing the STPC. There’s been an effort to move the current initiatives into a more visible part of the district called a CIP. This comes out of our continuous improvement plan. Every action is tagged that aligns with the strategy that supports the goal. Previously it was more of an academic plan that didn’t include technical stuff. Working on finalizing initiatives and making sure they are how we want them and load them into ALEAT…now is officially part of our 11-12 CIP. The second issue is the needs assessment is giving by the State, and frames a site level of what we think needs to be addressed.

UPDATE FROM CIO

We talked about the decision to suspend the implementation of Lawson while we do the redesign work. That work is being done under our CFO, and team is on schedule and plan to complete the work at the end of June. Yousef will be giving an update to the Governing Board on May 22 meeting. After that, Yousef will launch an assessment project to look at results of the work, the product itself, our requirements and either validate or not if we are on the right track. There is no timeline for the assessment. The TAMS (time keeping system) work and vendor selection is completed, and purchasing will bring to the Governing Board during the summer.
MODERNIZATION INITIATIVE
IT Infrastructure Modernization Initiative

The Board approved three contract awards. Contract went to Zayo for fiber based network. We awarded telephony services to Century Link, and the WAN to WWT. The telephony solution is a VOIP solution so that allows us to continue using our digital TDM phones so we don’t have to replace the phones with VOIP phones. Black-Box protested the award to Century Link and WWT. Basis of protest is that the potential is there to do cabling in the buildings. Claim of the attorneys is that kind of work requires a construction license in the state of Az., and neither company has a construction license. They also protested the state contract awards for the same reason. The registrar of contractors for the State of Arizona issued a statement that Century Link, as a public utility, is not required to have a construction license. WWT uses subcontractors to do any kind of construction work that needs to be done.

TECHNOLOGY PLAN UPDATE

We have a mandate to have a Tech Plan. Erate says our plan has to be approved locally, also an organization in the state that’s authorize to approve technology plans, which is ADE. They have the ALEAT system used for school and district improvement, which is all online. The state has certain goals that must be met, and you can use your own goals. You have strategies and action steps in achieving your goals. You tag the items that associate those things with what you have submitted into the ALEAT system. Two parts of it is: The needs assessment. Is for what are the functional needs to support the district. Second part is the Continuous Improvement Plan (CIP). That is always in progress document. You update it as you are doing things. They want to know that you are paying attention to your plan and are updating. We decided to create our own internal Tech strategy document that is aligned with the ALEAT plan. We did this last year and this year. The Governing Board must approve the ALEAT submission. We started this work in January in identifying external and internal driver. Internal driver would be things such as the Superintendents goals. External example would be that AIMS will be given online. Review with the TOC, then the presentation of the Tech Plan.
at the Gov. Board Mtg. which will be presented to the board next Tuesday. Step 2 takes place on June 12. Part of the Tech Strategy Documents will roll forward into next year. We have a set of 12 new initiatives that we are considering moving forward to the 2012-13 plan. We don’t put those initiatives into the ALEAT plan but they are under consideration and as we build budgets etc., then they will require board approval, then they will be entered into ALEAT into the CIP. We have adopted a 3 tier strategy for the year ahead...it was rebuild the technology foundation. Those will continue but we are adding 2 tiers. The next tier is high value use of data and software applications throughout the district. We will discover where all the data applications are. The districts has a lot of software applications we paid money for, but our IT organization was never given responsibility to manage them. We need to create application profiles. Helps us to understand licensing, cost, use of the system. We need to get control of the academic area. We would also be able to help support those applications. Data is the next tier. We have student data, but it is very limited as to what to give to our instructional leaders. The applications collect data information on student performance but when students go to next grade the data just goes away because it is not centrally managed. The information gets replaced with the new students coming in. The end user life cycle program is 90% complete and going very well. All critical servers are installed, and next phase is installing software or data moved on the ones that need it. We have advertised for an IT Security Officer. We have done research on our backup and recovery capabilities, and are ready to release an RFI. We are close to developing an RFI for the office printer/copier life cycle program. We plan to outsource imaging. We will pay for click charges only. We need to upgrade our Microsoft exchange environment. We have 2003 and will no longer be supported year after next. We also have problems responding to the public about (can't understand) 2003 has no archiving ability at all. Working with finance and operations to have a single asset management system as were having difficulty with inventory, physical property control and also knowing where the
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Initiatives under consideration for 2012-15 plan: Managing enterprise data software applications. Application management, portfolio and enterprise data management are aligned (this is the 2nd and 3rd tier of the strategy). The 2nd two are systems we need to replace. Food Service runs WinSnap and we have an initiative to replace this program. Second is True North Logic for our professional development portal. Contract is up in April and we need to replace the system. There are two initiatives for improving student achievements which is a multi-year initiatives. First one asks how we need to use information about students to drive achievements and meet our requirements. Currently we use Mojave but it has no master schedule and does not use a grade book.

TOC ATTENDANCE POLICY

Mr. McGregor suggested the attendance policy should state “three consecutive missed meetings or 50% or greater than the number of meetings you have been seated for, are both grounds for us to request resignation.” There is no current policy in the charter. Mr. McGregor is going to work on the wording for the attendance policy.

CALL TO THE AUDIENCE

No audience members were present

CONFIRM AND SCHEDULE

Next TOC will be Monday, June 4, 2012

MEETING ADJOURNED

Meeting was adjourned at 7:00PM