Technology Oversight Committee Meeting Minutes

Date: September 20, 2017  
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, Lori Riegel (Chair), Rachael Sedgwick (Governing Board Member), Duncan Simpson

Committee Members Absent: Doug Baker

Staff Members Present: Scott Morrison, Andrea Marafino, Kevin Startt

CALL TO ORDER - The meeting was called to order at 4:05 p.m.

ACTION ITEM
Approval of August 9, 2017 Meeting Minutes - Duncan moved to approve the minutes, Cindy seconded the motion and all approved.

INFORMATION ITEMS

• Update on recent RFPs, RFQs – Dr. Trujillo has tasked the department with evaluating devices that would enhance the delivery of Imagine Learning for students in grades 1, 2, 3 and 6. There is currently a preference for Apple devices due to how the Imagine Learning application performs on an iPad, however, the application still needs to be tested on other non-iOS devices. Kevin stated that Apple is a sole source vendor with an existing Mohave Education Services Cooperative Contract that could be utilized if the District decides to take that route. Scott noted that no decision has been made at this point and Governing Board approval would be likely be required either way based on the estimated cost. Lori inquired about the possibility of doing a pilot program and Scott asserted that the application would be tested on existing Apple devices that were purchased last year.

• Santa Rita HS Computer Lab, COWs, Other issues at HS Labs – Lori shared a concern that was brought to her attention by a teacher at Santa Rita who has been having issues with the computer labs in the school (scheduling issues, missing accessories, etc.). Santa Rita does not have COWs as they were purchased with USP funds based on the TCI last year. Issues with scheduling need to be addressed by the site administration, but Andrea shared the following information provided by one of the site TTLs regarding how the labs are scheduled at Santa Rita:

  Santa Rita has a total of 10 labs. At least 4 of the labs are used as full time classrooms. Other classes are used periodically throughout the day for Credit Recovery Classes. All of the labs are reserved on Friday for CFAs. If a teacher would like to use a lab for a class period, they can reserve a lab in the Computer Reservation Book which is held with the Office Manager. All permanent classes and CFA reservations have already been blocked out in the book.

  We have begun the discussion with staff about the need for cross the campus protocols for computer lab procedures. This is a work in progress for the next two PLC times. We hope that with these procedures our labs will be taken better care of with the great amount of use.

  If there is an issue with mice or other accessories disappearing, the site should consider securing them if they are unable to be accounted for after each class. Rachael inquired about the possibility of moving towards tablets rather than constantly replacing accessories, however, Scott noted that tablets are not a replacement for desktops due to AzMERIT and other standardized testing requirements.

• Update to TOC Charter, Update on recruitment of new members – Lori shared that the Governing Board approved the removal of the residency restriction from the TOC Charter at the meeting on September 12. The committee is still in the process of recruiting new members.

CALL TO THE AUDIENCE – Lillian Fox suggested conducting a survey regarding school access to computer labs.

SCHEDULE NEXT TOC MEETING – The next meeting was scheduled for October 18, 2017 at 4 p.m. (rescheduled via email for 10/25)

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