Technology Oversight Committee Meeting Minutes

Date: September 21, 2016
Place: TUSD Governing Board Room
Time: 4:00 p.m. – 5:00 p.m.

Committee Members Present: Doug Baker, Cindy Dooling, Andrew Gardner (Vice Chair), Harry McGregor, Steve Peters, Lori Riegel (Chair), Michelle Simon, Duncan Simpson (Rincon Senior), Yi Xiao Yue (Sabino Senior)

Committee Members Absent: Kristel Foster (Governing Board Member)

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

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

INTRODUCTION OF NEW MEMBERS – TOC members and TUSD staff introduced themselves.

ACTION ITEM – Approval of August 17, 2016 Meeting Minutes – Cindy Dooling moved to approve the minutes, Harry McGregor seconded the motion and all approved.

INFORMATION ITEMS
• Updated Enrollment and Attendance Information – Scott updated the committee on the status of data being migrated to Synergy.
• Upcoming Budgeted Technology-Related Purchases:
  o Temporary Technical Services – Scott explained that the district will be requesting board approval to exceed threshold amount to continue services with Adecco and Hye Tech Network & Security. The Approved FY16-17 Budget for Technology Services includes $646k for temporary staffing services with Adecco, primarily for Synergy SIS trainers. The current threshold approved by the Governing Board for temporary staffing services is $950k, however, when combined with the potential spend amount by Food Services and Human Resources, the district as a whole has the potential to spend over $1.5M. The board request is for approval to exceed the $950k threshold. The Approved FY16-17 Budget for Technology Services includes $600k for technical services with Hye Tech, including $360k in approved USP funding. The board request is for approval to continue technical services provided by Hye Tech under the Strategic Alliance of Volume Expenditures (SAVE) Cooperative Purchasing Contract that, in aggregate, will exceed $250k.
  o New Tech Network – The district plans to add Booth-Fickett as a site in addition to McCorkle.
  o RFQ for Replacement Phones – The district has requested written quotations from vendors. Due to the lack of responses so far, committee members offered to send contact information for additional vendors to staff.
  o RFP for Computer Usage Tracking Software – The district plans to conduct a formal RFP this school year and up to two TOC members may serve on the evaluation committee. Cindy expressed interest and Harry noted that he might also be interested.
  o RFP for E-Rate Eligible Network Upgrades - The district plans to conduct a formal RFP this fall and apply for E-rate funding this spring. Doug, Harry, and Duncan expressed interested in serving on this committee.
  o RFQ for CIPA Compliant Mobile Broadband Services – The district plans to request written quotations for this. Duncan noted that the Tor browser allows students to bypass existing content filtering system.
• Technology Budget Overview – An overview of the district’s Technology budget was provided and the committee noted that it would be useful for the costs to be broken down as follows: 1) Strictly instructional, 2) Instructional support, 3) Operational. USP costs should also be allocated for each category.

CALL TO THE AUDIENCE – None present.

SCHEDULE NEXT TOC MEETING – The next meeting was scheduled for October 26 at 4pm.

ADJOURNMENT – The meeting adjourned at approximately 5:22 p.m.