Technology Oversight Committee Meeting Minutes

Date: October 26, 2016  
Place: TUSD Governing Board Room

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**Committee Members Present:** Cindy Dooling, Andrew Gardner (Vice Chair), Kristel Foster (Governing Board Member), Steve Peters, Lori Riegel (Chair), Duncan Simpson (Rincon Senior)

**Committee Members Absent:** Doug Baker, Harry McGregor, Michelle Simon, Yi Xiao Yue (Sabino Senior)

**Staff Members Present:** Scott Morrison, Andrea Marafino, Diana Kerfoot

**CALL TO ORDER** – Meeting was called to order at 4:27 p.m.

**ACTION ITEM** – Approval of September 21, 2016 Meeting Minutes – Cindy moved to approve the minutes, Andrew seconded the motion and all approved.

**INFORMATION ITEMS**

- Technology Procurement Update
  - Upcoming Board Meeting – Four RFPs have been submitted for board approval in November, however, none of them are technology-related.
    - Written Quotes for Replacement Phones – The district requested written quotations and is reviewing the four responses that were received.
  - RFP for E-Rate Eligible Network Upgrades
    - The Network team has compiled a list of switches and wireless access points needed at each site.
    - Doug, Harry, and Duncan expressed interest in serving on committee.
  - RFP for Mass Media Notification System Replacement
    - Mass Notification System RFQ 14-76-C14 was awarded to ParentLink (acquired by Blackboard) utilizing SAVE Cooperative Contract #13-31 MP. This contract is up for renewal this spring and an RFP is being considered.
    - Andrew expressed interested in serving on committee if an RFP is conducted.
  - RFP for Computer Usage Tracking Software
    - The district still plans to conduct a formal RFP for this software.
    - Cindy and Harry expressed interest in serving on committee.

- Microsoft Professional Learning Partnership Opportunity – TUSD has been selected to receive training by Microsoft to bring teachers up to speed on Office 365 products and other products that the district will be implementing. The training is being offered at no cost to the district, however, there will be a cost to pay teachers to attend PD during off-contract hours.

- **Tech / IT Support for Exceptional Education Teachers** – ExEd technology staff have been included in the district’s TrackIt Work Order system.

- **Synergy Update** – A data cube is being designed to provide information on enrollment, attendance and other data.

- Review of Technology Purchases / Rollout for Title I Schools – The Director of Title I, Tina Stephens, needs to be involved to determine if newly qualified Title I schools are eligible for COWs.

- **TOC Role Outside Meetings** – Andrew noted that there has been a lot of discussion around implementing a digital curriculum in the district, however, since digital curriculum spans the Technology Services and Curriculum and Instruction departments, perhaps this is an area that the TOC could help initiate. He suggested that the committee put together an initial draft of a document outlining the 21st century digital skills needed by students.

**CALL TO THE AUDIENCE** – None present.

**SCHEDULE NEXT TOC MEETING** – The next meeting was scheduled for Wednesday, November 30, 2016 at 4:00 p.m.

**ADJOURNMENT** – The meeting was adjourned at 5:05 p.m.