

**Technology Advisory Committee**  
**September 14, 2020**  
**Meeting Agenda 2:30 – 4:00 PM**  
**Online Only**

**In attendance:** Daryl Diamond, John Perez, Jacqueline Carro, Jacqui Luscombe, Janice Johnson, Jeff Stanley, Julio Gonzalez, Kathryn Brooks, Marsha Wagner, Olayemi Awofadeju, Phillip Dunn, Rick Reece, Richard Baum, Robert Sanders. Stephanie Marsh, Vincent Newman, Matthew Bradford, Lucecita Gonzalez, Donna Flores, BethAnne Carr, Mark O’Loughlon, Charles Griffin, Maximo Rosario, Rekishia Moore- Redding, Richard Baum, Rick Reynolds, Stephanie Bustillo, Vincent Newman, Vincent Vinueza, Zak Barbarosh, Harmoni Clealand, Jim Walker, Sasha Azouth, Amanee Tyson, Marc Horowitz, Matthew Fritzius, Naveed Syed

**1. Call to Order**

- a. Chat window should be used for questions.
- b. Please mute microphones
- c. Staff will be taking attendance
- d. Approval of the minutes from August 10, 2020 meeting
- e. Students are considered in attendance if they show an online presence through Teams or Canvas or some other way.
- f. Rick Reece motioned to approve the meeting minutes and Sasha Azouth seconded.

**2. Business before the Committee**

- a. **Rule Development Workshop on TAC Policy 5306.1 & Bylaws** (Dale Bondanza)
  - i. Minor revisions from Rule Development workshop on Bylaws Article V section 3.B and 3. C. Reininclude PTA, Clarify 3 sentences (union representative, Quorum requirement, staff liaison), stagger term of non-Board appointees (not needed at this time, change language for vice-chair and recording secretary.
  - ii. Appendix of the Board item had the required TAC Quorum members (Total members are 32 and Quorum is 17)
  - iii. Need motion to accept modifications – motion given to accept modifications, seconded, and approved.
  - iv. Final adoption on 10/6/20 Board meeting
  - v. For future meetings, those who are needed to reach a quorum should attend in person and others can attend via TEAMS. We will need a microphone system. We can borrow systems from other venues so that we can be heard and seen to remote attendees.
  - vi. As long as there is quorum in the physical room then a quorum member can vote remotely.
- b. **SEPA App in Canvas and how it helps students with Ed Plans** (Daryl Diamond)

Student Education Plan Accommodations (SEPA) App is in Canvas when teachers create an assignment, a discussion, and a quiz. Prior to now, ESE accommodations were available with access to students IEP. Moving forward there will be access to ELL, 504 Plans, and Gifted strategies. To be made available at the end of September or beginning of October. The app has had a “facelift” and offers various filters by individual student, class, or accommodations. The app assists teachers to know who is sitting in their

classroom, their individual needs, and accommodations when creating content in Canvas. The app also enables teachers to document their interventions for compliance purposes.

c. **SIS RFP for RFP Feedback in process** (Kathy Brooks)

Student Information System (SIS) used to report to the state. We are in the process of trying to build a new SIS as the current SIS is over 25 years old and programs in COBALT which is terribly outdated. Need a new system to correctly report our data to the state so we get our funding. Getting requirements from the IT team and end users. Looking into a student and a teacher portal that will be interoperable with all our systems. An RFP has been given to Procurement. Interviews on business requirements will be asked from those on this committee. We should be ready to roll this out within the next few weeks.

d. **TAC input to IT's Value Proposition – Minimum Viable Segment (MVS)** (Phillip Dunn)

- i. 3 years = governance of MVS, 18 months – what does ½ way look like, 12 months – immediate horizon
- ii. This challenge of reacting to the pandemic has taught us many things. One of which is what is important to our users. We have shifted a traditional school setting with a small percentage of lessons that were technology reliant. Now virtually all our lessons are technology reliant. How do we invite our stakeholders into conversations about how we are delivering technology as a service?
- iii. Access to technology – delivered devices, hotspots to students and staff.
- iv. Making sure our applications are accessible and scalable. Using Canvas to make sure that it was scalable to the number of users that are going to Canvas daily. Extended usage to Microsoft TEAMS daily.
- v. Minimum Viable Segment – the broadest group of people that have the greatest need. Fit between the need of various people and the product that meets that need is called the Product Market fit.
- vi. Most critical technology services – Professional Development, devices and hotspots, Virtual Call Center – all advantageous to the district.
- vii. Difficulty getting our kindergartener remotely – download forms and hand carry them into the office. Was a student last year in PreK but now had to do the forms again. Having an electronic method would have been helpful.
- viii. Online teaching not the best way to deliver instruction, but the training of teachers on how to use the digital products and getting them all on board is important.
- ix. Having students feel that they are doing the same as they would in the face-to-face. Continue with the same habits.
- x. Has the VCC been shut down? The technology support line was suspended with the wake of school reopening most of the issues required parents accessing devices and instead of taking away the Micro Techs from the school building. We decided to let them remain at the school site.
- xi. Ability to blur out backgrounds. Parents want the ability to do so just as teachers can do so. Can students blur backgrounds?

- xii. Students do have the ability to blur their background depending on whether they are using the desktop version (can blur) versus the web version (cannot blur).
3. **Upcoming Board Items** (Harmoni Clealand)
- a. **Board items for September/October**
    - i. **SAP Hosting (Sept)** (Ed Himeline)
 

Renewal and a reject all the BID. The contract ends in September and we ran an ITB to canvas the market as this is a two piece ask – hardware and support. ITB revealed some interesting players in the market but led to a lot of questions and ways for players to migrate such a large platform to the cloud.

ITB is lowest price and whoever puts in the lowest price wins. Request for Proposal (RFP) has a scoring mechanism and is more of a subjective process.

Working with IT to bring the pricing of Virtual Stream (current SAP Hosting service) to have a 1 -year renewal, reject all ITB bids, so that we can then go to the market with an RFP.
    - ii. **Network Cabling (Reject All – Rebid)** (Vince Vinueza)
 

Second reject all – network cabling is e-rate related and has a lot of regulations associated with it and we had a problem with specification of eligible and non-eligible e-rate products. If you start of with a faulty RFP you will not get the 80% e-rate funding. So we need to reject all bids so we can make changes and re-release the RFP.
    - iii. **Blackboard Web Community Manager**

One year continuation with this application.
    - iv. **Audio-visual bid** – \$5.2 million for videoconferencing equipment in the classroom. Might go to the Board in October. Equipment for all secondary classrooms (middle, high, and centers approximately 6,000 classrooms)
4. **Refresh update: Max Rosario**
- Funds given to us through Title 1 and we put in devices into Title 1 schools (10,000). Same time, we have been ordering devices from the Refresh funding (17,000 devices). Still waiting for an addition 20,000 devices for us to help alleviate the need that some of the schools are going to have. When students start coming back into schools we will be able to tap into desktop computers from computer labs, and when students come back we should be able to use these devices.
5. **Future Meeting Dates for 2020** Time: 2:30 – 4:00 PM
- a. October 12, 2020 Teams and TSSC Annex Bank Lobby  
7720 W. Oakland Park Blvd. Sunrise, FL 33351
  - b. November 9, 2020 – TEAMS and TBD
  - c. December 14, 2020 – TEAMS and TBD

TAC Web site: <http://browardschools.com/tac>

Microsoft Teams TAC Site: <https://teams.microsoft.com/#/files/General>