

TECHNOLOGY ADVISORY COMMITTEE AGENDA

LOCATION: TSSC Annex lobby (7770 W. Oakland Park Blvd, Sunrise, FL 33351)

DATE/TIME: 13 March 2023 (2:30 – 4:00)

Old Business

1. Call to order / Determine Quorum
2. Approval of minutes of previous official meeting (9 January 2023)
3. Member Training Status as of 2/27/2023 - 32 total (20 compliant / 12 out of compliance)

- *Board - District 1 (Vincent Newman)
- *Board - District 2 (Larissa Chanzas)
- *Board - District 7 (Chris Fuller)
- *Board - District 8 (Amanee Tyson)
- *Diversity Committee (Major Pannu)
- *Teacher (Rekishia Moore-Redding)
- *School Administrator (Olayemi Awofadeju) - *(Recent appointment)*
- *School Administrator (Marsha Wagner)
- *School Administrator (Dr. Bree Miron)
- *Facilities & Construction (Naveed Syed)
- *Student (Jorge Altuna)
- *Student (David Orjuela)

4. Officer election subcommittee follow-up
5. B Stock – Cabinet discussion overview (Dr Phillips / Mary Coker)
6. Let's Talk – Further details on potential vendor demo (Dr Phillips)
7. Policies feedback received (Robert Sanders)

Minor changes (ie., typographical) captured for the final document version, but not specifically listed below
Policy 8520:

- **Q: Should we add S.S. 119 "Public Records"?**
 - **A:** Per Legal department: Policy pertains to "Student Records", not "Public Records".
- **Q: How does S.S. 1003.25 "Procedures for maintenance & transfer of student records" relate to this policy?**
 - **A:** Per Legal department: There are other policies directly related to the maintenance & transfer of records where this would be cited.
- **Q: Should S.S. 1002.42 "Private Schools" be mentioned?**
 - **A:** Per Legal department: Not pertinent to an SBBC centralized record keeping policy
- **Q: Although it is implied, it does not mention a "secure system".**
 - **A:** All systems should be expected to be "secure" and defining it in each policy would be redundant. Any specific requirements would be identified in the appropriate overarching Information Technology Security policy.
- **Q: No mention of how long to keep the records.**

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- **A:** Records retention length is established in the appropriate policy and therefore take precedence. Repeating it here risks accidental conflict if one is updated in the future.

Policy 8560:

- **Q:** Expand II.B (Recommended additional line indicated in bold below)
*"All forms approved for use in the Broward County School System shall contain a county form number and be indexed in the Forms Index. **The forms name and number shall not conflict with forms mandated by state statute.**"*
 - **A:** County would be responsible to ensure their form number does not conflict with state statute.
- **Q:** Title was changed from "Forms Control System" to "Process to control forms". Was the intent to remove the "system"?
 - **A:** "System" can be misconstrued as a reference to computer hardware, while "Process" is understood as more inclusive regarding computer hardware as well as any hands-on procedures involved.
- **Q:** "A process to control forms" should say something like "A system and procedures to control forms".
 - **A:** The term "process" includes expectation of both the necessary hardware and procedures involved.
- **Q:** Include "230.22 (1) & (2)" in the authority line
 - **A:** The district legal team establishes the Authority line. Florida Statute 230.22 relates to the "General powers of School Board". While the school board controls the "establishment of policies" and relate to every policy, it would be redundant to list this on every policy authority line. This authority line relates to the "Process to control forms" topic specifically.

New Business

1. 23-047 – Managed Print Services RFP (Maximo Rosario)
2. 23-093 - Internet Protocol TV - StreamVu (Chuck Griffin)
3. 19-116E - Backup & Recovery Software (Jason Greenberg)
4. 21-038 - DNS & DHCP System Upgrade (Jason Greenberg)
5. 19-069E - ID Management & SSO (Clever) (Teresa Macri)
6. 23-061 - Electrical Services (Teresa Macri)
7. 21-200 - BrainPop (Melissa Pariaug)
8. 21-199 - Student Verification Software Solution (Anthology) (Needa Rancourt)
9. 20-077 - Follett (Kevin Williams)
10. 59-052E - Energy Expense Management Software (Alison Witoshynsky (Director - Environmental Health & Safety)

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11. Review TAC Feedback regarding remaining IT policies:

- 8510 (prev. 5306.1)
- 8550 (prev. 7015)
- 8540 (prev. 5100.2)

IT activity:

1. BCPS App overview (Drew Demme)
2. Summer Internship w/ CTACE (Maximo Rosario)
3. Student Information System (Focus) (Peter Eschenbrenner / Karl Yeats)
4. Success Factors (Susan Rockelman / Kathy Brooks)
5. FinalSite (Charlene Collins)
6. Lemongrass SAP migration (Charlene Collins)
7. PowerDMS implementation (Kevin Nosowicz)
8. Maximo System financial improvements (Robert Sanders)
9. Ariba (Mary Coker / Charlene Collins / Kathy Brooks)
10. Health & Environmental Safety System automation (Kathy Brooks / Darlene Cimilluca)
11. Public Records Request automation (Maria Wagner)

Future Meeting Dates:

Default standard date/time: 2nd Monday of each month (except July) @2:30 – 4:00

- April 10, 2023 @TSSC Annex Lobby
- May 8, 2023 @TSSC Annex Lobby
- June 12, 2023 @TSSC Annex Lobby

Technology Advisory Committee web site: <http://browardschools.com/TAC>