TAC Meeting Minutes (May 2023)
Date: May 08, 2023
TSSC Annex Lobby

Physically present:
Beth Anne Carr, Matthew Bradford, Kathy Brooks, Robert Sanders, Chuck Griffin, Danielle Thomas, Linda Ferrara, Stephanie Bustillo, Jacqui Luscombe, Maximo Rosario, Kevin Williams, Ernesto Perez, Denise Roberts, Terrance Wilson, Marsha Wagner, Olayemi Awofadeju, Sasha Azouth, Denise Vajanc, Jason Greenberg, Charlene Collins, Julio Gonzalez, Stephen Carr, Michael Ross, Nathalie Lynch-Walsh

Virtually present:
Dr. Phillips, Jennifer Harpaloni, Karl Yeats, Raysa Lugo, Andrae Hill

Old Business:
(*Quorum was met*)

Approval of Minutes (April 10, 2023):
Minutes were approved.

Completion of Pending Motion:
The motion, regarding the move from EdPlan to FOCUS, was originally submitted during the April 2023 meeting by Jacqui Luscombe and seconded by Linda Ferrara. Unfortunately, due to loss of quorum at that time, a final vote was unable to be taken. As such, the motion was reintroduced (*see below*) during this meeting which resulted in requested amendments submitted by Stephanie Bustillo and seconded by Marsha Wagner.
1. Reword line reference to the comparative analysis being shared with TAC
2. Remove movement 4 reference the request to suspend the migration

While the amendments passed (*11 aye vs 3 nay*), the motion itself failed in a tie vote (*7 aye vs 7 nay*).

Membership Training Requirement Status:
Four (4) members are out of compliance for training. Members requested to complete training immediately, as per the Committee Training page (*www.browardschools.com/Page/41329*).

Officer Election Subcommittee Update:
Linda Ferrara and Beth Anne Carr were identified and then approved by unanimous vote as the Chair and Vice Chair respectively beginning with the 2024/2025 school year. Volunteer for the Secretary role remains vacant, and the Chair and Vice Chair will pursue filling this position.

Official Meeting End Due to Loss of Quorum:
Quorum lost at 4:10 pm – Meeting continued as informational.

New Business:

IT Policies (TAC Review/Feedback): (Robert Sanders)
Policy 8500 was shared with no feedback questions submitted requiring follow-up. Previously recommended changes for policy 8510 submitted by Linda Ferrara will be held for further discussion by the committee following the July Board approval of all IT policies. This will allow IT to meet the request for all policies to be updated during the ongoing District Policy project, with the understanding that policy 8510 will be reworked by the Technology Advisory Committee and resubmitted with changes shortly thereafter.

(22-020 Bid) Fortinet Enterprise Firewall: (Jason Greenberg) – Overview of topic was presented without any specific questions or feedback resulting from the committee.

(24-069 Bid) VMware System: (Jason Greenberg) – Overview of topic was presented without any specific questions or feedback resulting from the committee.

Eccovia – EAP & Counseling Digitized Case Management System: (Charlene Collins) – Overview of topic was presented with comment made to include the Office of Communication in the project.

Previous Items Pending for Upcoming School Board Meetings: (Robert Sanders) – Items previously discussed by the TAC, listed below, were identified as going before the School Board. Sharing of the related bid documentation was requested, but approval was not given prior to the meeting to make the documents available. No specific questions or feedback were identified by the committee.
- (23-057 Bid) Recruiting of IT Staff (June Board)
- (20-077 Bid) Library, Textbook, and Resource Management System (May Board)
- (23-228 Bid) Online Database – Social Issues resources Series (SIRS) ProQuest (May Board)

Key IT Activity:

School Board Policy Review: (Andrae Hill) - Introduction to the anticipated web access and searchability capabilities for the district policies were summarized with a presentation. Procedures have been loaded to the website, however being in a "*work in progress*" state, the page has not been made accessible yet.

Student Information System (SIS) - FOCUS: (Tina Skipper) - Speaker was unable to be present and no specific status update was given. The topic will be tabled till the June 2023 meeting.

Success Factors: (Susan Rockelman / Kathy Brooks) - Soft launch continues successfully with all proceeding well. No specific questions or feedback from the committee.

FOCUS Related Process: (Dr. Phillips) - Due to lack of remaining time, this item has been tabled till the June 2023 meeting.

New Topics:
No new topics identified.

Submitted Motion with amendment notes

Whereas a decision was taken by BCPS in 2022 to migrate case management services - including those for ESE and Gifted students - from EdPlan to Focus;
and
Whereas this decision was taken without input from system users and stakeholder groups including Technology Advisory, ESE Advisory, and Gifted Advisory, and was not submitted to the looping process defined in School Board of Broward County Policy 1164;
and
Whereas the agreement between the School Board of Broward County and the vendor did not identify or require that case management would be included in the migration
And ~~written~~ *written*
Whereas no comparative analysis of the functionalities of the current and future platforms ~~was~~ *case management* *made*
~~Conducted~~ *Capability* prior to such decision *WAS SHARED ~~of~~ w/ ~~the~~ TAC*
And
Whereas no gap analysis, training plan or change management plan specific addressing the needs and complexities of migrating case management has been produced and/or publicly shared despite requests

We move that the School Board of Broward County:

1 - Establishes a task force of impartial technical experts, teachers, parents and community members - including the ESE and Gifted communities and their Advisories, and Technology Advisory - to review the current process and make a recommendation to the School Board for action for the 2024/25 school year that sets the best interests of our children as the priority

2 - Require this review to include a detailed, comparative analysis of the capabilities and features of the current case management platform against both FOCUS *and* other available platforms. If BCPS wants to move to a new case management system, it MUST ensure that a new system is at minimum equivalent to - but at best superior to - the current system.

3 - Conducts an audit of how this initiative was put into action minus all the above

④ Suspends the June 2024 deadline for the migration of EdPlan to Focus while this process occurs.
Remove

LINDA Amend
~~Stephanie~~ Second
MARSHA WAJNER