TECHNOLOGY ADVISORY COMMITTEE
February 14, 2022
2:30 p.m. – 4:00 p.m.
Meeting Minutes
(*Informational Meeting ONLY)*

In attendance: Amanee Tyson, Beth Anne Carr, Bree Miron, Charlene Collins, Dale Bondanza, Denise Vajanc, Elayne Hollander, Harmoni Cleala nd, Jacqui Luscombe, Janice Johnson, Jason Greenberg, Jeff Stanley, Jennifer Haralani, Julio Gonzalez, Kathryn Brooks, Kevin Williams, Larissa Chanzes, Liana, Marsha Wagner, Matthew Fritzius, Matthew Bradford, Michael Medina, Naveed Syed, Raysa Lugo, Rick Reece, Rick Reynolds, Robert Sanders, Scott Travis, Stephanie Bustillo, Stephanie Marsh, Suleima, Teresa Macri, Trudy Jermanovich, Victoria Trujillo-Cortellese, Vincent Newman, Zak Barbarosh

Agenda Items:

- **Call to Order** – Beth Anne Carr, TAC Chair
  - Beth Anne opens stating this is NOT an official meeting, we can only take notes and we cannot vote on anything. Beth added we can't ask staff to do anything since it's not an official meeting.
  - Beth Anne discussed designating an election subcommittee once quorum is achieved. Both Mr. Vincent Newman and Mrs. Victoria Trujillo-Cortellese currently volunteered once officially established.

- **Business before the Committee**
  - **WAN Ring Network and AT&T overview** *(Jason Greenberg)*

    Approximately 29 Sites have been completed, with Cypress Bay HS being the most recent. In regards w/ the AT&T renewal, this is currently in discussion between both AT&T and the District to clarify some language within the contract.

  - **Student Information System** *(Jeff Stanley)*
    Previous update confirmed the RFP was put forth and following winter break, 6 responses were received.   Just recently there were 5 full days of evaluations of received proposals which resulted in three potential vendors. Each of the three vendors were offered two days (six overall) to demonstrate their product, with Focused Software being the chosen vendor. Currently negotiations are taking placed with Focused and as soon as more information is known, this will be brought back for further update.

    <u>Question</u>:   Is this in use by any other school districts (Beth Anne)

    <u>Answer</u>: The current system in use for the last decades is TERMS which was used by the majority of the districts. The winner of the anticipated new system is "Focus" and their system is used by approximately 40 districts, to include Palm Beach county who were consulted for their experience and feedback

    <u>Question</u>: When do we expect this to be implemented and who will be trained?

    <u>Answer</u>: This is a multi-year project which will take anywhere from 18 to 36 months though the specific timeline is still to be determined. Involvement and training will include the school staff, particularly those who currently use TERMS, such as IMTs, Principals, etc…

This is a large effort which includes over 25 years of data, as well as several custom applications that have been added. Denise Vajanc commented that it is successfully used at the college level currently. Expectation is that while their environment is different, they do run High School programs and their experience in its use will make the transition easier for ourselves.

- **New Business introduced**

  Below questions are currently being researched and will be updated as soon as answers are available

  - **New Topic – Renewed discussion regarding the Data Breach and Data Retention**

    Various questions were asked during this block of discussion and summarized below for easy reference.

    Questions:

    - How long is data retained, particularly if it applies to someone who has left the district and is there a state policy that sets that?

    - What format is data saved as when archived?

    - Why were the victims of the crime notified when they were as opposed to being told sooner and what drove that decision?

    - Regarding the data breach, who knew what and when?

  - **New Topic – American Rescue Plan / Elementary & Secondary School Emergency Relief Fund use and processes regarding Technology chosen**.

    During the discussion this was referenced as the American Rescue Plan (ARP), as well as the Elementary & Secondary School Emergency Relief (ESSER) interchangeably. Various questions were asked during this block of discussion and are summarized below for easy reference.

    Questions:

    - Are end-users (School Staff, particularly teachers) involved in the technology chosen and specifications established?

    - How much ARP/ESSER funds were set for technology and what is the process involved in this spending?

    - Has a specific "shopping list" been established and if so, who was involved?

    - Is there a separate contract for specialized needs such as Apple?

  - **New Topic – Technology related training and tracking of use**.

Various questions were asked during this block of discussion and are summarized below for easy reference. Professional Development did confirm that training is available at the time technology is implemented and as necessary going forward.

Questions:

• For large technology purchases, is there a process for tracking utilization, such as hours online or other metrics?

• Are end-users trained on technology within their classrooms, whether at the time of first implemented and/or at future times when changes in personnel or locations introduce them to technology they didn't previously have available?

• Are there situations where technology, such as the smart boards, are locked up to keep them safe, and as such, not fully utilized?

• **Meeting Adjourn** – 3:32 PM

Future Meeting Dates for 2022 Time: 2:30 pm - 4:00 pm

• **March 14, 2022 - TEAMS + Physical Location = TSSC Annex**

• **April 11, 2022 – TEAMS + Physical Location = TSSC Annex**

• **TAC Web site:** http://browardschools.com/tac