Technology Oversight Committee Meeting Minutes

Date: Tuesday, April 16, 2019  
Time: 4:00 p.m. – 5:00 p.m.  
Place: TUSD Technology Services Conference Room  
1010 E. Tenth St., Bldg. B (west hallway)

Members Present: Harry McGregor, Lori Riegel, Rachel Sedgwick (Governing Board Member – by phone), Duncan Simpson, Lailani Yepiz (student),

Members Absent: Gary Lang

Staff Present: James Butler, Rabih Hamadeh, Donna Hankins (by phone), Yolanda Pena, Kevin Startt, Blaine Young

CALL TO ORDER – The meeting was called to order at 4:07 p.m.

ACTION ITEMS

Approval of March 2019 Meeting Minutes – Harry moved to approve the minutes, Duncan seconded the motion, all approved.

Nomination and Vote of new Vice Chair – Duncan mentioned that Raj resigned as of last meeting and we need to appoint a new vice chair. Lori nominated Harry and made a motion to approve Harry as vice chair; Duncan seconded and all approved.

Lori asked if anyone has reached out to Gary to see if he still wants to participate on the TOC. Duncan stated that he will reach out to him.

INFORMATION ITEMS

- Adding TOC member list to website – Duncan explained that someone suggested about having TOC names listed on the website and asked if anyone opposed. Lori doesn’t mind the names being listed but does not want contact info listed. There is a concern with student member name being list on the website; Yolanda will check on the concern. Duncan mentioned the only roles should be listed are Chair and Vice Chair. Duncan asked Yolanda to look into the issue with “Reply All” with the Legal team. Members asked if we can check on TOC distribution List and who emails go to and to make updates as needed.

- Update on recent RFPs, RFQs
  - Kevin mentioned the internet services RFP was approved at the March 26th Board Meeting with Login being the awarded vendor with a five-year contract. Kevin thanked the TOC members for participating on the RFP process. Harry commented that the process was very clean and professional and happy to see how it ran and happy with the competitiveness of the bidders. Rabih also thanked Harry and Duncan for their participation. Harry also commented that this is a very good change for the District compared to 15 yrs ago.
  - Kevin stated that we are still meeting on various RFPs that will be upcoming.

- CTO Update
  - Office 365 – James stated that we currently have 14 campuses that are enabled to receive their O365 accounts. We have ongoing focus PD throughout the district on One Note and Teams. We will begin training with Lawrence and Pueblo Gardens staff on the tablets for Verizon Innovative Learning.
Rabih stated that he and James have been meeting with Principals and working around the testing time for the adoption of O365. Rabih is reassuring schools that we are ready to move over to O365 and trying to encourage sites to move ahead after testing. Harry asked who designed the permission slip for students. Harry has one complaint which is the check box, it is approve to not approve. Harry believes we should change when it is checked and by whom, alterative would be signatures.

Rabih mentioned that in addition to testing, the RFP for wireless we will be done around May 16th. All schools will be up to par with wireless and thanked the networking team for finishing a month ahead.

Rabih stated that April is major testing month. Three high schools, Sahuaro, Catalina and Tucson High did on-line testing and finished on the 12th. Harry mentioned that Catalina has a fair amount of English language learners and asked if on-line testing affected those students. Rabih replied he did not hear anything and believes it went well. AzMerit testing will continue until the 26th. Rabih graded testing as B+ to an A and thanked the team, TTLs, technicians, and help desk staff for being ready for any issues that took place. Harry stated with his kids testing went very well. Blaine heard in his meeting with Principals, this has been the best year for testing.

Blaine updated that the June DR Test will be a test of the iVisions system but will be an actual recovery to the test environment instead of only a table top exercise like conducted previously. Rabih mentioned the Network team is working on wireless heat maps to all schools and this will show adequate equal access and strength of access to each of the schools.

CALL TO THE AUDIENCE – No one present.

Lori asked if we could do introductions for our new student member. All TOC Members, Staff members that were present, along with Lailani, new student member, went around the table and introduced themselves, their role and for TOC members, how long they have been on the TOC.

Duncan stated having a student on the committee is essential because we are working for the students.

SCHEDULE NEXT TOC MEETING – Lori asked if we are going to schedule a retreat. Lori explained to Lailani the reason for retreat is to address an issue or two, they review the charter, review the TCI (Technology Condition Index), etc. Harry asked if we want to do a retreat and Duncan replied that we should schedule the next TOC meeting prior to the retreat.

Next TOC Meeting has been scheduled for Monday, May 13th at 4:00 p.m.

Retreat has been scheduled for Friday, May 17th, 9:00 a.m. – 2:00 p.m. Yolanda to check on availability at Catalina and with culinary program and to check with school regarding leave for Lailani.

ADJOURNMENT – The meeting adjourned at 5:00 p.m.