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

ACTION ITEM - Approval of September 2018 Meeting Minutes: Lisa Riegel made the motion to approve the minutes; Harry McGregor seconded the motion. Approved 3-0 without exception.

INFORMATION ITEMS

● Update on recent RFPs, RFQs – Blaine advised the committee that Board Docs has been approved and will be completed and ready for use within 3 months.

● Follow-up: SuccessMaker

  o History of original SuccessMaker RFP – Blaine Young covered the chronology of the SuccessMaker as provided TUSD Purchasing. (document attached) Discussion is as follows:
    ▪ Harry asked if there was a breakdown by the number of students being serviced by this program. ACTION ITEM: Blaine answered that we didn’t have the number but would get that detail to the committee.
    ▪ Duncan asked about the status of the invoice attached to the document and if it had been paid. Blaine answered that it had been paid in full. Kevin Startt explained that the PD portion for previous years were not paid because the District felt it could get the training using other means.
    ▪ Blaine explained that the PD portion for this year is being used for coaching at some sites and that webinars are available and being used as well for those that cannot attend training or had missed their training dates. There are 5 topics available in the online webinar series.
    ▪ Blaine also indicated that the TS team is working with Pearson now to get data so that the evaluation and assessment team can run reports and analyze the data for program effectiveness and areas in need of improvement.
    ▪ Duncan asked if the data will be available to the public. Blaine explained that there is some data available now but that if the District did make it public it would be at an aggregate District level with no site or specifics detail.

  o Questionnaire?
    ▪ Duncan also addressed last month’s concerns and polling data brought by Cheryl Walling, Rincon HS Librarian, with regards to the difficulty of using Successmaker and preferences by many teachers responding that they would use other packages available. He wanted to ensure that, while we can’t
speak to those responses, we still do the survey District wide to access the issues teachers are seeing.

**ACTION ITEM:** Blaine indicated that the Successmaker survey could be done in the 2nd semester of this fiscal year.

- **CTO Update:**
  - O365 Update – deployment by James Butler’s team has been completed 7500 associate upgrades and there are only a handful of associates that have shared email migration issues. There are several phases after this that will complete the complete process of getting the District off the exchange. They are:
    - Phase 1: The next initiated beginning 11/2/2018 of migration of those associates with the public/shared folders with a completion target of 11/21/2018. That will just leave historical information on the current exchange for a period of time.
    - Phase 2: Student email migration. Need to work with site Principals, teachers, etc. to ensure they are ready for this to occur. Questions to pose such as, are we current on digital citizenship concerns and are they ready to support the effort once it’s kicked off. The TS team will prepare each site as the timeframe approaches. Also addressing issues with TUSD Legal so there are no issues there.
    - Phase 3: Network map drive moves to OneDrive cloud.
    - Phase 4: More advanced capabilities beyond all of the above phase.
  - Duncan asked if the TUSD associate migration had been transparent (with no problems)? Blaine responded that TS has experience “very little fallout” and that Paul Marcek and company has done a “phenomenal job” with the project.
  - TS is working with Purchasing on Request for Proposal for the data center renewal dates to be changed to fiscal year rather than calendar year. There is a meeting set next week to finalize this.

**CALL TO THE AUDIENCE:** No audience present.

**SCHEDULE NEXT TOC MEETING:** November 20, 2018

**ADJOURNMENT:** The meeting adjourned at 3:39 P.M.