CALL TO ORDER – The meeting was called to order at 4:06 p.m.

ACTION ITEM - Approval of October 2018 Meeting Minutes: Lori Riegel moved to approve the minutes, Harry seconded the motion, and all approved.

INFORMATION ITEMS

● Update on recent RFPs, RFQs
  o Kevin stated there is nothing new and that we are still working on the data center and internet services RFP's.

● Follow-up: SuccessMaker
  o Duncan requested for an overview on the SuccessMaker cost broken down per student. Blaine provided a handout on the breakdown which shows the cost for perpetual licenses for grades K-8 and the cost for professional development. Blaine explained that table one shows the perpetual licenses cost where you will see the year to year cost and in yellow is the total cost for serving grades K-8. Table 2 goes through the summary of PD investment so that we would have annual support. The total investment in licenses and support services is $6million. Harry commented that this was exactly what he was looking for. Harry asked if this was hosted as a cloud based system to which Rabih replied that it was on prem initially but now cloud based. Harry asked if we have a hosting fee. Blaine stated he will follow-up on the cost. Harry would like to see what next year will look like since perpetual cost for licenses should be done now. Lori asked if we have to continue to pay for upgrades. Blaine explained that support fees will probably stay in the same range. Harry stated it would be nice to do a re-evaluation moving forward since software evaluation should be done periodically. Blaine agreed and would check with CIPD. Duncan mentioned that he heard from staff, specifically teachers, that the site crashes. Blaine stated that he received reports as well and let members know that we developed a Tiger Team to look into the issues and found that we had issues with the head phones. It was determined there was a batch of bad headphones and the vendor is working with us on this to get this resolved.

● Follow-up: Pricing of laptops and extended warranty/Computrace –
  o Rabih provided a presentation on Technology Devices Coverage Report which summarizes the different types of coverages, includes a breakdown of the available devices and coverage cost for each device, as well as a summary for the approximate numbers of coverages that were reported. Harry asked for the cost for accidental damage on the desktop and Rabih explained that we do not have that on the desktop. Lori asked
what computrace is. Rabih explained that it is a software that can track devices when they are lost or stolen once someone logs on to the internet. Harry commented that looking at the numbers, he doesn’t think computrace and warranty is a good cost for the district. Rabih pointed out that we are looking at other options for a cost saving method. Blaine stated we will do a business case study. Rabih mentioned that we give the options to the principals as to whether they having the funding to purchase the computrace. Raj recommended the committee leave the changes with HP requirement of ADP and computrace to the district as to how they are going to decide.

- CTO Update
  - Office 365 deployment – Blaine stated that we have migrated all district staff. He mentioned that Paul and an outside engineer have been working on the public folders which is taking a lot to get them migrated and that Paul is keeping both Rabih and Blaine apprised of the situation. Duncan asked if it was just email and calendaring that has been migrated which Blaine replied yes. Next we will be provisioning student accounts across the district.
  - Disaster Recovery Plan – Blaine mentioned the team has done a table top exercise on our ERP system and that we worked with our HR and Finance team and the next test will be will be the student information system, Synergy. Harry pointed out that there are two things lacking from DR Plans, one is a partial DR Plan and the other is stopping the DR plan if it has already been recovered. Blaine will take that this information back to the team.
  - Visitor Tracking System – Blaine let the members know that the visitor tracking system is now is a court order and that the plan is to move forward come January. Lori asked if we had to go out for another RFP. Kevin responded that we will visit the old process to see if we have to start a new one.

CALL TO THE AUDIENCE – Carlos Coronado, from TexSystems, was in the audience and stated he was there to observe the meeting and was invited by Duncan.

SCHEDULE NEXT TOC MEETING - The next meeting has been scheduled for Tuesday, December 18, 2018.

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