



## Technology Advisory Committee Meeting Minutes

December 19, 2023

EdTec Commons, 4:30 pm – 6:00 pm

**In Person Attendees:** Annette Dao, Patricia Dao, Amie Day, Lizzie Herrera, Jeff Hinkle, Andrew Horton, Margaret Larkey, Andy McClure, Nick O’Neill, Soneta Un, Larry Vandeberg, Adam Williamson, Shannon Sullivan

**Virtual Attendees:** Megan Esp, Lisa Robertson, Jennifer Matthews, Matthew Barker, Suzanne Foster

**Absent:** Maija Delaquin, Susan Dovre, Tamara Liebich Lantz, Deke McDonald, Lisa Rodside, Georgia Martin, Dani Hylton, Christopher Beck

### I. Technology Advisory Committee Agreements and Purpose

- a. Margaret Larkey, Executive Director of Technology, welcomed the committee members and thanked them for volunteering their time to serve on the committee.
- b. Provided a brief review of the meeting agenda.
- c. Reviewed the TAC meeting agreements.
  - i. Stay Engaged
  - ii. Maintain a Learner Stance & Remain Open to New Thinking
  - iii. Speak your Own Truth
  - iv. Experience Discomfort
  - v. Refrain from Pivoting to other “isms”
  - vi. Expect and Accept Non-Closure
- d. Reminder - The purpose of the Technology Advisory Committee
  - i. To provide recommendations and guidance on the integration, usage, and management of technology resources and initiatives for the district.

### II. Informational Session: Capital & Technology Levy

- a. Information presented by Laura Marcoe, Assistant Superintendent, Business and Support Services.
- b. Total of 906 Projects – Restore, Improve, and Replace aging infrastructure and systems.
- c. The projects were identified as either emergent, urgent, or needed.
- d. Election day - February 13, 2024
- e. The last two levies fell just short of passing.
- f. \$175 million dollar levy.
- g. Aging facilities and systems and large backlog of projects.
- h. Have not passed a levy or bond in a decade.
- i. Overview of the state funding; it does not fully fund regular daily operations.
- j. Total capital needs exceed \$300 million.
- k. The district has sixty buildings, 221 portables, 34,008 computers, 484 acres of grounds and fields.
- l. Forty-five percent of the Levy is allocated towards building improvements, 18% for technology, 16% for site and traffic, 11% for Outdoor, 10% for safety.
- m. Tax rate is estimated at \$0.87 cents per \$1,000 of assessed value.
- n. The funding is spread out over six years.

### **III. Top Technology Department Projects**

- a. Performance Matters – Presented by Margaret Larkey, Executive Director of Technology
  - i. Powerschool - New platform for common assessments for teachers.
- b. Network Redundancy – Presented by Jeff Hinkle, Solutions Engineer Manager
  - i. In 2015 – The district moved towards one-to-one device initiative.
  - ii. In 2016 – The district had only 7,000 devices.
  - iii. Replace devices every 3-5 years.
  - iv. There are a number of things that takes place on the back end in order for devices to function and work for students and staff.
  - v. There can be two hundred devices connected to one wireless access point in a building.
  - vi. Need to increase capacity of wireless and internet connectivity.
  - vii. There is a Datacenter at Edtec and secondary one at Glacier View.
  - viii. The core infrastructure was just upgraded this last weekend.
  - ix. If the EdTec site goes down, the secondary site at Glacier View will support the district without any noticeable down time.
  - x. Since 2007, we have added a fire suppression and generator system.
  - xi. Old wiring in the schools will not support any upgraded pieces to the network.
- c. Instructional Technology Replacement Cycle – Presented by Nick O’Neill, Director of Teaching and Learning Technologies
  - i. Completed a full inventory of technology in the district - giving us an idea of the age, and condition of the equipment.
  - ii. Obsolete and old equipment in the classrooms.
  - iii. Goal is to create and identify a replacement cycle.
  - iv. One-third of the district staff have received new devices.
- d. Applications Team -Andrew Horton, Platforms and Records Manager, Help Desk
  - i. Applications, technology resources
  - ii. Audit of applications
  - iii. Discussed the approved application list and the process of the Tech Governance group that meets weekly to review applications requests.
  - iv. EdTec supports over three hundred applications in the district.

### **IV. Strengths and Opportunities**

- a. Ran out of time to break out into teams to discuss and record input.
- b. Handouts were distributed for homework - input and ideas can be captured on the padlet in Teams. We will discuss at the next meeting in February.
- c. What is working well? Building on what is going well.
- d. What difficulties have you experienced?
  - i. Dig Deeper
  - ii. What is one thing that could help?

### **V. Conclusion**

- a. Thank you for your participation and input.
- b. Next meeting is Thursday, February 29, 2024
- c. Topics
  - i. Preview Annual Technology Department Report
  - ii. Review district Artificial Intelligence guidance

**VI. Top Current Technology Projects**

- a. Approved application list – Collecting more information about applications used in the district and publishing externally. Provides improved communication to families.
- b. Performance Matters – New application for creating, managing common assessments across district. Supports academic achievement priority.
- c. District-Wide 802.1x – Improves network security, lowering risk posture.
- d. Network Redundancy – Updating core network infrastructure for dynamic failover, ensuring availability of resources.
- e. Printing Optimization – Measuring usage and looking for improvement opportunities, saving costs.
- f. Instructional Technology Replacement Cycle – Budgetary planning for hardware to avoid obsolescence. Supports modern learning environments.
- g. MTSS and Risk Analysis – Expand usage of data warehouse for identifying students needing additional support. Aligns to social-emotional support priority.

**VII. Technology Department Key Performance Indicators**

- a. Uptime during prime usage hours – Goal is 99.90%
- b. Ticket resolution time – Goal is 90% within five business days.
- c. Ticket first response time – Goal is 90% within 24 hours.
- d. Customer satisfaction survey score – Goal is 4.75
- e. Staff investing in Professional Development – Goal is 70%
- f. Device loss rate – Goal is 3.75%
- g. First line ticket resolution rate – Goal is 75%