Rye Neck Schools

RYE NECK UNION FREE SCHOOL DISTRICT
300 HORNIDGE ROAD
MAMARONECK, NEW YORK 10543

TECHNOLOGY COMMITTEE MEETING
OCTOBER 8, 2024

Present: Mary Lanza, Director of Technology and Communications
Dr. Eric Lutinski, Superintendent of Schools
Trustee Nikki Barker
Tunc Altinbas (Via Google Meet)
Michael Gillespie
Meghan Keane Graham
Ilissa Miller (Via Google Meet)
Delia Osgood
Mary Ellen Chiera, District Clerk

I. Opening of Meeting

The meeting was called to order at 6:00 p.m.

II. New TAC Structure and Policy

Dr. Lutinski and Mrs. Lanza, Chairman of the Technology Committee, explained to the committee that the group was formally made a District committee under District policy with a charter and mission statement, which they then reviewed. They explained that although the Committee is not subject to Open Meetings Law, the public will be allowed to attend meetings. However, when confidential information is discussed, any community members present will be excused before the discussion takes place. Outside vendors may occasionally be invited to attend meetings as needed.

Dr. Lutinski advised that the term of the Committee members is one year, and Mary Ellen Chiera will keep the minutes of the meetings. He asked that the contents of the Google folder shared with the members stay within the Committee and not be shared with anyone else.

III. Technology Advisory Committee Goals for 2024-2025

Discussion was had regarding possible goals for the school year. They would like to identify any budget items before January; end of life equipment; use of artificial intelligence and student exposure; and explore career development and entrepreneurship in technology.

Next, Mrs. Lanza reported that the State moved the due date for the Instructional Technology Plan to June 2026. Discussion followed with regard to the technology plan

and whether there is a plan to update our cybersecurity plan on an annual basis.

In addition, discussion was had with regard to student use of mobile phones and social media, how the District can help educate parents on these topics, what the Technology Committee's role is in this regard, and what resources the District can provide. Dr. Lutinski stated that a speaker was brought in last year to talk to students and parents on this subject.

With regard to technology in the classrooms, Mrs.Lanza advised that she vets all vendors before the programs are used. Discussion followed with regard to what happens when a vendor has a security breach, password security, and the use of forced password reset for students.

New VMS Software & Functional Requirements

The Committee began a discussion regarding the District's technology requirements as it relates to VMS software because updating that platform is the Committee's first goal. They also discussed how to analyze the need for certain technology; what features are important; usability of the software; and the cost of the systems from year to year.

The Committee members will review the functional requirements template prepared by Mrs. Lanza and provide her with feedback.

IV. The next Technology Committee meeting is scheduled for Wednesday, November 6th at 6:00 p.m.

V. **Adjournment**

The meeting was adjourned at 7:30 p.m.

Respectfully submitted,

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Mary Ellen Chiera
District Clerk