



Mill Levy Override Oversight Committee

MEETING SUMMARY

November 19, 2024

Admin Building, Boardroom/Webex

6:11-7:59 p.m.

Members present: Jerry Carney, Lyman Kaiser, Chip Ecks, Velvet Stepanek, Rebecca Kluck, Mark Holthouse, Jan Rennie

Members absent:

Guests: Tom Hunt, Sr. Executive Director of IT; Ray Caplinger, Director of Network & Telecommunications; Kris Odom, Chief Operations Officer; Patrick Baker, Field Technician/Asset Coordinator; JR Deason, Mobile Device Mgmt. System Admin.

Ex-Officio members present: Brandan Comfort and Kim Gilstrap,

Preliminary Items:

- 1: Co-Chair, Jerry Carney called the meeting to order at 6:09 p.m.
- 2: Kim Gilstrap made the roll call.
- 3: Tonight's meeting agenda was unanimously approved.
- 4: The meeting summary, from the October meeting, was unanimously approved.

Action:

There were no action items for the November meeting.

Non-Action Items:

5: Guest, Tom Hunt introduced himself and his team, before he began his program update with the current inventory of district devices, such as PCs, MacBooks, iPads, Chromebooks, etc. Mr. Hunt, along with occasional comments and responses from Mr. Caplinger, Mr. Baker and Mr. Deason, provided more detail as outlined, here:

- The district is transitioning from iPads to Chromebooks for higher elementary grade levels.
- The biggest costs, in supporting devices, are Chromebooks, iPads, and laptops.
- There is a need for regular replacement of devices, with a focus on a four-year replacement cycle.
- The district uses leased fiber for its network and has not maxed out its internet bandwidth.
- The network infrastructure is well-designed with redundancy and high bandwidth capacity.
- The DST role in technology support is for school-based tech fixers, not executive IT professionals.
- FTEs for tech support are shared between buildings, with some comprehensive high schools having full-time FTEs.
- General fund money may be needed to cover personnel matters not addressed by the PIF.
- Inaccessible PDFs on the website pose a compliance risk and can result in fines.
- Email communications should be accessible to avoid potential violations and penalties.
- Teachers need training and support to ensure compliance with accessibility guidelines for online resources.
- Lyman sent out a draft of the governance plan for discussion and review.
- The committee needs clear documentation and operating procedures to ensure consistency and accountability.

- The board should approve the committee's charges and membership, but not dictate how the committee operates.
- The committee needs to document their processes and responsibilities in either a policy or standard operating procedures
- There is a need for a clear document outlining the committee's charges and what they require from the board.
- The committee will select a new chair and discuss the vice chair position at the next meeting.
- Consider using the SOP process to update and document procedures, bylaws, and operations.
- Merge the mill levy override committee from 2000 with the 2017 committee and review existing documents.

Key Topics of Discussion

- Look into the bandwidth and potential choke points in the DMZ for cloud applications.[0:16:21](#)
- Check with the video team about the possibility of using edge intelligent cameras for security purposes.[0:17:10](#)
- Determine the number of VPN users that can be supported by the Cisco system.[0:19:55](#)
- Obtain the inventory numbers for Chromebooks purchased in 2020 with COVID funds[0:34:34](#)
- Conduct a pilot program for upgrading the intercom system at a high school[0:36:31](#)
- Allocate funds for network infrastructure and security upgrades[0:39:23](#)
- Review the website PDFs for accessibility issues and ensure they have accessibility built in[0:41:10](#)
- Explore ways to improve accessibility in emails, especially when forwarding them to members of the disabled community[0:41:53](#)
- Provide ongoing training for teachers and staff on accessibility requirements[0:42:41](#)
- Assess and address accessibility issues within the school, particularly in Schoology websites and OneNote documents[0:43:54](#)
- Consider using PIP funds for software licensing and other software costs[0:50:29](#)
- Review the document sent by Limon and discuss any concerns or questions[1:00:19](#)
- Consider adding language about committing to at least two years of service on the committee[1:06:02](#)
- Clarify the role of the committee in providing recommendations rather than making decisions[1:09:12](#)
- Update the website to include the MLO page in multiple locations[1:17:53](#)
- Determine if a separate document for committee operations is needed[1:20:31](#)
- Pull out the charges from BoardDocs and add them to the website[1:21:28](#)
- Provide a report on the age of devices to the M LLC[1:26:53](#)
- Review and discuss each section of the draft governance plan separately[1:29:40](#)
- Provide an annual report with the breakdown of device age for Chromebooks and other technology devices[1:46:13](#)
- Select a new chair for the committee[1:47:22](#)
- Discuss the vice chair position[1:48:06](#)
- Receive new member applications and review them[1:50:14](#)
- Update and revise existing documents related to operating procedures, bylaws, and quorum[1:51:04](#)
- Lay out all necessary documents and determine what is needed for the committee[1:52:04](#)
- Determine if a meeting will be held next month and decide on a suitable date[1:55:00](#)
- Reserve agenda time for Brandon to discuss any additional items[1:56:42](#)
- Aim to distribute materials for review at least a few days ahead of time for the next meeting.

The committee nominated and voted on the new committee Chair, which was unanimous and accepted by current member Chip Ecks. Jerry Carney confirmed that he will be vacating his Co-Chair position at the end of this school year.

In closing, it was determined to meet in December to continue discussion of the committee charges, Governance Plan, and additional potential procedural documents, under which the committee will continue to operate.

The meeting was adjourned at 8:00 pm.