PUYALLUP SCHOOL DISTRICT
A Tradition of Excellence

Technology Advisory Committee Meeting Minutes

March 24, 2025

EdTec – Commons and Teams, 4:30 pm – 6:00 pm

In Person Attendees: Margaret Larkey, Nick O'Neill, Jeff Hinkle, Jodi Conzatti, Annette Dao, Lizzie Herrera, Dani Hylton, Georgia Martin, Deke McDonald, Matthew Barker

Virtual: Alex Deforrest, Katie Fosnick Amy Looker, Suzanne Foster, Shahna Glover, Claudia Jimenez, Sarah Simon, Angelina Zupraner, Andy McClure, Mark Saxowsky, Stephanie Thomas, Matt Cario

Absent: Andrew Horton, Cheryl Cummings, Heather Doornbos, Katey Heredia, Timothy, Lynch, Teresa McLemore-West, Marcus Micheles, Shannon, Sullivan, Mason Iuo Swanson, Julie Witt, Megan ESP, David Schneider

I. Welcome, Icebreaker, Updates

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. If data security were a sport, what would be its key rules?
    i. Whack a mole
    ii. keep away
    iii. who are you playing with?
    iv. Need guard rails
    v. Everybody needs to be tagged appropriately
    vi. Always in play and game time
    vii. Never ending,
    viii. Be educated and wary
    ix. Don't trust
d. Updates
    i. Artificial intelligence
        1) Numerous district staff members attended statewide AI summit in February
        2) Providing usage guidance to administrators for paid subscriptions
        3) Starting in April - Planning to work on public facing webpage and Securly AI Chat
        4) Currently using Copilot
    ii. Student Information Systems
        1) Two vendors presented demonstrations of their SIS systems: Edupoint and Focus
        2) Good turnout of stakeholders
        3) Both systems offer a streamlined experience for users
        4) Will announce selection on 3/26
        5) Targeting 5/5/25 school board meeting for final contract approval
        6) Deployment scheduled for end of Summer 2026
    iii. Technology department annual report presented to the board on 3/17/25

II. Data Privacy and Security in US K-12 Schools

a. Data sharing
    i. 96% of school districts share data with third parties
    ii. Performance data, attendance, demographic

iii. 70% of districts use encryption or other security measures
iv. 80% of school districts have data privacy policies
v. 60% of districts require parental consent before sharing student data

b. Cyberattacks
   i. There is an average of five cyberattacks per week on K-12 schools
   ii. The two largest attack vectors are phishing emails and outdated software
   iii. 82% of K-12 schools experienced cyber incident between July 2023 and December 2024

c. Regulatory landscape
   i. Family Educational Rights and Privacy Act (FERPA) - federal
   ii. Children's Online Privacy Protection Act (COPPA) - federal
   iii. Children's Internet Protection Act (CIPA) - federal
   iv. Student User Privacy in Education Rights Act (SUPER) – WA state

d. Trends
   i. Growing use of AI / machine learning
   ii. Increased reliance on digital platforms for communication, attendance tracking, family engagement
   iii. Schools bolstering resilience to cyberattacks and becoming more knowledgeable

e. Data Privacy and Security in Puyallup School District
   i. Broad sweep, not one solution to defend ourselves
   ii. Never 100% safe
   iii. Can take up to 270 days for a school district to recovery from an attack
   iv. District policies
      1) 2022 - Electronic Resource and Internet Safety
      2) 3231 – Student Records
      3) 3235 – Protection of Student Personal Information
   v. Education
      1) Required vector training – custom content
      2) Phishing campaigns
   vi. Audits
      1) WA State Auditor's Office CIS controls Self-Assessment
      2) M365 by third party
      3) Firewalls reviews – yearly reviews; stay current on what's out there
   vii. Tools
      1) MFA
      2) Endpoint protection
      3) Backups
      4) Securely filtering and monitoring
      5) Network
      6) Governance Process
   viii. Challenges
      1) Data Management
      2) Incident response / Business Continuity Plan
      3) Resources: budget and staff

I. Small Group Discussions

a. Discuss the following questions and record your answers on the padlet.
b. When you hear the word security what comes to mind?
   i. Passwords and sharing them, usernames
   ii. Risk assessment
   iii. Safety, policing

iv. Peace of mind
v. Prevention
vi. MFA is helpful
vii. Avoiding phishing
viii. Password recall
ix. Private information from unintended users

c. Why is security so important?
    i. Safety
    ii. Preventing loss of money and time
    iii. All information is vulnerable
    iv. Danger of having personal information out there
    v. Your security has effect on you reputation
d. What is your biggest worry when it comes to security?
    i. Identity theft
    ii. Hardware base attack
    iii. Leaving personal information on device
    iv. Connecting to guest/ public Wi-Fi
    v. Endless game of whack a mole
    vi. One click and it's all over
    vii. Not knowing if information has already been leaked
    viii. Students having digital footprint
    ix. Impact of when an attack will happen district wide
    x. Never enough security
    xi. Advancement in technology is moving faster than we can keep up with
    xii. Students using social media; parents sharing photos of kids
e. What would you like to see changed when it comes to security?
    i. Having everything with MFA or clever connect in the district
    ii. Vector trainings –are there better ways to communicate that information
    iii. Relationships with vendors- have insurance of data protection
    iv. Ongoing training
    v. District leadership would own it, like practicing regular drills
    vi. Ability to allow the cool things and keep away the bad
f. What have you seen that you like already?
    i. MFA
    ii. Trying to centralize the applications
    iii. Securly developing tools that provide training wheels
    iv. Governess process

II. Coming Back Together

a. Sharing - What are some of the big things that your group talked about?
    i. Lasting imprint for students
    ii. Students are currently protected but they need to be educated about what is out there and what to look for
    iii. Students are not protected after they graduate and leave the district. Teach them on how to be vigilant.
    iv. Becoming fearful or jaded; how do you get the healthy balance
    v. Need continued and ongoing training for staff and students
    vi. Can you ever get in front of it?
    vii. Conduct cyber-attack drills

III. Conclusion - Thank you for your participation

a. Margaret thanked the committee members for their participation and input.
b. The next meeting is scheduled for Monday, May 12, 2025
    i. Location: EdTec Commons and via Teams
    ii. Topic: taking a trip to into the future: where will we be in five years?