

K-12 SCHOOL TECHNOLOGY INITIATIVE COMMITTEE MEETING MINUTES

Meeting Date	March 24, 2016
Meeting Location	Division of Technology 4430 Broad River Road, Columbia, SC 29210
Facilitator	Keith Osman
Note Taker	Gay Hoyer
Attendees	Keith Osman (DTO), John Bane (DTO), James Gordon (DT), Karen Rumpfelt (DT), Kelly Ghent (DT), Doris Johnson (DT), Mike Shelton (DT), Melanie Baron (EOC), Don Cantrell (SDE), Charlie Seastrunk (DTO), Martin Crabtree (DIS), Bobbi Kennedy (ETV), Jason Eckenstien (AT&T), Rob Cardelli (Peak Performance)

AGENDA ITEMS

Agenda Item 1	Approval of Minutes	Presenter:	Keith Osman
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1. Keith asked for a motion to approve the K-12 minutes from the February meeting. Minutes were approved without corrections or changes.

Agenda Item 2	Districts Technology Readiness Analysis Study	Presenter:	Rob Cardelli
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1. Rob Cardelli, President, Peak Performance Technologies Inc. presented an overview to the committee on the Technology Readiness Analysis study that is underway in states rural districts. The purpose of this study is to determine the readiness of South Carolina Schools for the 2017 Online Testing Requirements.
2. The scope of the study:
 - a. Originally looking only at 2017 Testing requirements (Math and ELA –Grades 3rd – 8th)
 - b. Expanded scope to ensure districts are preparing for expanded testing requirements (looking at 2018-2020 potential expanded grades and subjects)
 - c. Original Abbeville Lawsuit Districts prioritized by size (Visit smallest districts first)
3. Readiness Status will be rated using the following numbers:
 - 1) The district is unable to prove they can successfully complete online testing in 2017.
 - 2) The district could feasibly conduct testing in 2017 but there are multiple areas that need to be improved to make this happen and if they are not completed testing will more than likely be unsuccessful.
 - 3) The district will be able to meet the 2017 Online Testing requirements. The district will not be able to handle additional subjects or grade levels without significant improvements in multiple areas.
 - 4) District will be able to meet the 2017 Online Testing requirements and the can meet a few extra subjects or grades but not all future needs.
 - 5) The district is prepared for 2017 and beyond. They do not have any measurable risks associated with Online Testing for 2017 or beyond. They could feasibly handle online testing for all grades and subjects.
4. Variable influencing readiness:
 - a. Facilities
 - b. Infrastructure
 - c. Hardware
 - d. Student Readiness
 - e. Teacher Readiness
 - f. Funding Mechanisms
 - g. Strategic Planning
 - h. Technology Support
5. Important Themes:
 - a. Lack of predictable funding.
 - b. High teacher turnover directly impacts Readiness Score.
 - c. Concern at district level that new teachers coming out of college are not adequately prepared for the challenges inside a classroom.
 - d. Seasoned educators push back technology or utilize it consistently which requires district IT staff to support multiple operating scenarios. This complicates the support model.

- e. More seasoned teachers require more professional development to become more acclimated with the school's technology and the capabilities and opportunities to integrate technology in the classroom.
 - f. Facilities impacts on Readiness larger than originally expected.
 - g. Districts Have Limited Funds to Provide Professional Development
 - h. Salary structure for technical staff significantly below market averages.
 - i. Many districts rely heavily on their CATE labs for testing lesser grades. This disrupts the high school student classes but is often times the only solution available.
 - j. Districts that are leveraging Chromebooks with Google Apps are being advised to utilize these devices for elementary and middle school classes only. Microsoft Office is the default toolset used in colleges and the business world. Educators should prepare high school students for success by teaching them how to use devices with Microsoft products preloaded versus Google Apps which are seldom used in professional industries.
 - k. Districts with limited IT staff or resources that have an exorbitant number of job duties are considered having "single points of failure". This is one of the biggest risks identified and it's consistent across most of the Wave 1 Districts.
 - l. Districts with a deliberate focus on Strategic Planning philosophy score higher.
 - m. Lack of Cloud Disaster Recovery is a major concern.
 - n. Secure data and systems is a consistent concern.
 - o. Districts struggle to take advantage of available grant funding.
 - p. Districts that collaborate with their peers or are more heavily engaged with their regional consortiums are generally better prepared for online testing.
 - q. There is a consistent concern that the districts or schools with the districts may not be ready for 2017 online testing.
6. Summary of Feedback:
- a. Districts originally concerned the team was a watered down audit and were "big brother" have largely been negated.
 - b. The personalization of each district's assessment is welcome and consistently comes up in discussions as the reason the staff are taking time out of their busy day jobs to focus on this.
 - c. The Level of Detail was considerably higher than expected. Many people expected S.W.O.T. matrix with bullet points.
 - d. The majority of districts would like the State to provide more assistance in certain areas (security, desktop support, e-Rate, Grant Writing, Disaster Recovery).
 - e. Many districts are asking for assistance in creating roadmaps to implement recommendations and potential assistance to help oversee the improvement activities.

Agenda Item 3	E-Rate Status/K-12 Network Status	Presenter:	James Gordon
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FCC/E-Rate News

1. The USAC Form 471 application process has changed greatly this year. One of the major changes that affects the consortia is the fact that the libraries, schools, and charter schools must input their own data into EPC. In the past DTO entered the data thereby ensuring that the data was correct. This year, the consortia must depend on the entities to enter their own data and to do so correctly. If the data is not entered correctly, then the consortia cannot pull the data into its application thus preventing the submission of the funding request. Thus, the E-Rate team must contact the schools and libraries to assist them in finding and correcting the errors/issues. As of 03/23/16, six out of forty libraries still had issues which needed to be resolved and eight school districts had issues. Once the data entries for schools is correct, then you can continue with the library entries. Both entries for schools and libraries must be 100% correct before the application can proceed. Unless an extension is granted, the filing window closes April 29, 2016.
2. Libraries with discount percentage issues:
 - ABBE (Rural/Urban)
 - Dillon County Library System (Rural/Urban)
 - Greenwood County Library System
 - Marion County Library System (no main branch set up and not associated with a school district)
 - Williamsburg County Library (needs to be designated as a Public Library System)
3. Schools with issues that need to be resolved:
 - Charleston County School District – Funds for Learning

- Greenville County School District – Funds for Learning
 - Horry County School District – Funds for Learning
 - McCormick County School District – Can't get a response
 - Spartanburg County School District Two – Working on issue
 - Denmark Olar (Bamberg Two) – Has no idea about EPC/working on issue
 - DJJ – Need to designate as public school
 - Palmetto Unified (DOC) – Update data
4. DTO filed 11 Form 470's the week of 03/14/16 to extend contracts that were ending at various times. RFP's are to follow as soon as SFAA processes them.

K-12 Committee Projects

1. Palmetto Unified School District (DOC) Tyger River HS (100 Prison Rd. Enoree): Estimated cost is around \$50,000. The scope of this project will include a 10 Mbs MPLS circuit connecting back to the district home office. The project is almost complete and MPLS circuit has been ordered from Woodruff High School to Tyger River.
2. SANS and GIAC vouchers - The expiration deadline is July 07, 2016. As of March 23, 2016, 50 vouchers have been redeemed for courses from the school districts and 26 vouchers have been redeemed for certifications. Libraries have redeemed 3 vouchers for courses and 3 vouchers for certifications. Total course vouchers redeemed is 53 and total certification vouchers redeemed is 29. There are 37 vouchers still available for courses and 61 vouchers available for certifications. Last month reported totals were 41 for courses and 22 for certifications.

State E-Rate Program Status

1. 2014-15 Old: E-Rate Funding Year (07/01/2014 – 06/30/2015)
 - a. The USAC/KPMG BCAP: Audit exit call was 03/23/16 and the audit team only found some minor insignificant exceptions but not enough to change any of the filings. Since there were no significant issues found, we should not have to pay any money back to USAC. The final audit report is due to USAC in March 2016.
 - b. Pending audit results – Official funding year closure activities (FCC Form 500).
2. 2015-16 Current: E-Rate Funding Year (07/01/2015 – 06/30/2016)
 - a. There are approximately 231 open vendor orders.
 - b. Division of Technology filed five BEARs Form 472s for the current year expenses through December 2016. All five have been certified and three have been approved with two still in the PIA process. We have not received any checks as of 03/18/16. {Form 472 (BEAR –Billed Entity Applicant Reimbursement Form) is a FCC for that schools and libraries submit to USAC after paying for services in full to request reimbursement form the service provider for the discount on those services).

Agenda Item 4	EOC – General Updates	Presenter:	Melanie Barton
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1. Melanie Barton reported that the Haley 29 million for the K-12 Technology Initiative funds has passed in the House and has gone through the Ways and Means Committee and appears that to be a constant on-going budget item.
2. There is money in the budget for Digital Literacy Training which should begin in the rural areas.

Agenda Item 5	Lexington 1 Waiver Request	Presenter:	Keith Osman
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1. Debra Huggins, Enterprise Information Technology Officer with Lexington School District One, sent a waiver request asking permission to use their allocation of K-12 Initiative funds to purchase digital content.
2. The Committee declined the requests for the following reason:
 - a. Proviso 3.6. of the 2015-16 General Appropriations Act specifically states that lottery revenues appropriated for the K-12 Technology Initiative must be used to improve external or internal connections to schools or to develop one-to-one computing initiatives. The letter of request stated that not all schools have a 1:1 ratio. Currently, the K-12 Committee has no statutory authority ability to exempt school districts from the Requirements of the proviso. School districts that have reached the state goals for external and internal connections must use their allocation of K-12 Technology Initiative funds to expand 1:1 opportunities for students in all schools. Until the proviso language is amended, the Committee cannot make exceptions.
3. A letter will be sent to Ms. Huggins as well as the Superintendent of Lexington One advising them of the Committee's decision.

Agenda Item 5	Open Discussion	Presenter:	Keith Osman
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1. K-12 Committee will begin budget procedures in April. Keith will meet with the K-12 group at DTO to determine our budget, the budget process and the timeline. We will then get back together as a group to discuss the budget and set priorities as to how the funds will be spent.

Next Meeting	April 28, 2016
Location	Division of Technology, 4430 Broad River Road, Columbia, SC 29210