

**K-12 TECHNOLOGY INITIATIVE COMMITTEE
MEETING MINUTES**

Meeting Date	February 25, 2010
Meeting Location	Division of State IT, 4430 Broad River Road
Facilitator	Tom Fletcher
Note Taker	Gay Hoyer
Attendees	Tom Fletcher (DSIT), Barbara Teusink (DSIT), Afton Ellison (Verizon), James MacDougall (DSIT), Catherine Morgan (SCSL), Beth Shull (AT&T), David Goble (SCSL), Valarie Byrd (DSIT), Amy Durenberger (SCSL), Sandra Wilkie (DSIT), Harriet Zwart (Lexington 1), Tom Olson (SCDE), Charlie Zeberlein (DSIT), Petra Turner (DSIT), Bobbi Kennedy (SCETV), Michael Shelton (DSIT), Bill Brown (Greenville Co. Schools), Jim Alexander (Greenville Co. Schools), Donnie Elder (Spartanburg Co. Schools)

AGENDA ITEMS

AGENDA ITEM 1	Approval of Minutes	PRESENTER	Tom Fletcher
DISCUSSION			
<ol style="list-style-type: none"> Tom Fletcher called the meeting to order and asked for approval of or discussion/corrections to the minutes from last month's meeting. The minutes were approved with no changes. 			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
NONE			

AGENDA ITEM2	E-Rate Status	PRESENTER	Valarie Byrd/ Sandra Wilkie
DISCUSSION			
E-Rate Issues			
Valarie Byrd			
E-Rate News			
<ol style="list-style-type: none"> A FCC ruling on 02/18/2010 gives the E-Rate Program more flexibility to allow community use of broadband services. This ruling allows E-Rate funds to serve a larger population but at no overall increased cost to the program itself. The general public can use the Internet access that is already present in the schools but only at the discretion of the school. Example purposes include job searches and applications, digital literacy programs and online access to governmental services and resources. Some key conditions to note are: <ul style="list-style-type: none"> Schools cannot request more services than required for their own educational purposes. Use by the general public must be during "non-operating" hours. Service cannot be resold. 			
KPMG Audits			
<ol style="list-style-type: none"> Regarding Round 2 & 3 of the audit; USAC provided a straight line summary which combined a portion of items in both the Round 2 and Round 3 audit findings. The information from USAC is being reviewed and additional documents are being provided to USAC in an attempt to reduce the potential penalty amounts. The potential estimated refund amount for both audits is \$800,000 (\$400,000 each). 			
2008-09 (current year) Application			
<ol style="list-style-type: none"> There is still no change on the Trillion FRN of \$785,520 (\$596,995 E-Rate funds) that was not funded. No BEAR's filed for FY 2008-09; estimated monetary value of \$474,587. (Additional information has been requested from the USAC ombudsman as to the status of this item.) A form 500 will be filed during the first quarter of 2010 to return any unused funds. 			
2009-10 Application			
<ol style="list-style-type: none"> Filing of BEAR's will begin this week for reimbursements for the months of July through December 2009. 			

2010-11 Application

1. The 2010-11 E-Rate application was filed on Thursday, February 18th before the extended February 19, 2010 window closed.
2. The forecast was increased in anticipation of escalated bandwidth demand; however, until the impact of the budget cuts are known, overhead expenditures and other items not eligible for E-Rate reimbursement may not be implemented this year.
3. \$28 million in E-rate funding has been requested.

Note: USAC requires and requested in November 2009 an “Eligibility Certification” Letter from the SC Department of Education. This letter has still not been received. (A draft letter was given to Tom Olson at the meeting so that he might follow-up with Gary West to process its submission to USAC.)

K-12 Technology Initiative Website

1. Work is currently being done on implementing the RSS feed for the site. Mike Shelton is coordinating this with ETV. The website is: <http://www.sck12techinit.org/e-rate.html>

Contact Conversions – IBAP to MPLS

2. Credits will be issued on the March CWOFF bills to customer on the IBAP sites that converted to the MPLS contract on July 1, 2009.

Sandra Wilkie**Bandwidth Issues**

1. On Wednesday, February 17, 2010, a discussion entitled “How to Meet the Challenges of Bandwidth Demands” was held at DSIT.
2. The Purpose of this forum was to have all stakeholders work together to determine the best way to meet the increasing bandwidth demands to serve students and libraries in SC in a manner that is affordable and equitable to all users.
3. Approximately 50+ representatives from school districts, libraries, and DSIT were present via phone or onsite. A preview of the bandwidth baseline model that DSIT has been working on for the past few months was presented.
4. Suggestions regarding the proposed baseline and other idea models are to be submitted to DSIT by Friday February 26, 2010.
5. Presentation slides are available on the E-Rate K-12 website. <http://www.sck12techinit.org/E-rate.html>

Partnership Responsibility Revisions

1. Since the application is finished, the previously approved list of responsibilities has been reviewed and a few changes in the section related to Block 4 Preparation for SDE and DSIT are recommended. Valarie Byrd is preparing the specific changes would make the process easier for all partners.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
NONE		

AGENDA ITEM 3	Security Project Status	PRESENTER	James MacDougall
DISCUSSION			
<ol style="list-style-type: none"> 1. Schools will be notified a month in advance about their report cards. 2. There are several libraries now coming on board and utilizing the services of the Security Group. 3. The Security Group is getting numerous requests for aid with security issues. Most of these services are being provided free of charge. However, these requests do bring about the issue/concern as who should be shouldering the cost of these expenses. 4. Jim MacDougall also suggested that he would be willing to host a workshop for the schools and libraries in which he would identify some security products he felt could be useful to them as well as explain how to use them. 			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
NONE			

AGENDA ITEM 4	Security Subcommittee /Network Status	PRESENTER	Charlie Zeberlein																																																																					
DISCUSSION																																																																								
<ol style="list-style-type: none"> K-12 Security Subcommittee met to review the Internet bandwidth monitoring results for outstanding potential “upgrade/downgrade” sites and security reports were distributed to school districts. Upgrades were made to the following schools between meetings: <table border="1" data-bbox="191 262 1481 409"> <thead> <tr> <th>District</th> <th>Grade</th> <th>Eligible BW</th> <th>Current BW</th> <th>Request</th> <th>Recommendation</th> </tr> </thead> <tbody> <tr> <td>Lexington 1</td> <td>B</td> <td>50</td> <td>30</td> <td>70</td> <td>Approved- will pay 100% cost Difference</td> </tr> <tr> <td>Greenville Library</td> <td>A</td> <td>10</td> <td>10</td> <td>30</td> <td>Approved- will pay 100% cost Difference</td> </tr> </tbody> </table> Recommendations for upgrades are as follows: <table border="1" data-bbox="191 451 1481 709"> <thead> <tr> <th>District</th> <th>Grade</th> <th>Eligible BW</th> <th>Current BW</th> <th>Request</th> <th>Recommendation</th> </tr> </thead> <tbody> <tr> <td>Darlington</td> <td>A</td> <td>30</td> <td>30</td> <td>50</td> <td>Approved- will pay 100% cost Difference</td> </tr> <tr> <td>Georgetown</td> <td>B</td> <td>30</td> <td>20</td> <td>30</td> <td>Approved</td> </tr> <tr> <td>Spartanburg 1</td> <td>A</td> <td>20</td> <td>10</td> <td>20</td> <td>Approved</td> </tr> <tr> <td>Spartanburg 3</td> <td>B</td> <td>10</td> <td>10</td> <td>20</td> <td>Approved- will pay 100% cost Difference</td> </tr> <tr> <td>Spartanburg Library</td> <td>B</td> <td>10</td> <td>10</td> <td>20</td> <td>Approved- will pay 100% cost Difference</td> </tr> </tbody> </table> The following are new requests and will be reviewed and presented for vote at the next meeting: <table border="1" data-bbox="191 766 982 835"> <tbody> <tr> <td>Sumter 17</td> <td>Dillion 1</td> <td>Beaufort</td> </tr> <tr> <td>Anderson 4</td> <td>Anderson 2</td> <td>Orangeburg 4</td> </tr> </tbody> </table> The following were reviewed and recommendations were made for improvements. They will undergo additional reviews and will be presented for vote next meeting: <table border="1" data-bbox="191 934 982 1033"> <tbody> <tr> <td>Lexington 5</td> <td>Spartanburg 5</td> <td>Greenville 52</td> </tr> <tr> <td>Charleston</td> <td>Spartanburg 6</td> <td>Richland Co. Library</td> </tr> <tr> <td>Chesterfield</td> <td>Fairfield</td> <td></td> </tr> </tbody> </table> 				District	Grade	Eligible BW	Current BW	Request	Recommendation	Lexington 1	B	50	30	70	Approved- will pay 100% cost Difference	Greenville Library	A	10	10	30	Approved- will pay 100% cost Difference	District	Grade	Eligible BW	Current BW	Request	Recommendation	Darlington	A	30	30	50	Approved- will pay 100% cost Difference	Georgetown	B	30	20	30	Approved	Spartanburg 1	A	20	10	20	Approved	Spartanburg 3	B	10	10	20	Approved- will pay 100% cost Difference	Spartanburg Library	B	10	10	20	Approved- will pay 100% cost Difference	Sumter 17	Dillion 1	Beaufort	Anderson 4	Anderson 2	Orangeburg 4	Lexington 5	Spartanburg 5	Greenville 52	Charleston	Spartanburg 6	Richland Co. Library	Chesterfield	Fairfield	
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AGENDA ITEM 5	iAM Laptop Initiative	PRESENTER	Sandra Wilkie
DISCUSSION			
<ol style="list-style-type: none"> Aiken School District has requested approval to allow the use of idle laptop units not currently assigned to an eligible student to be used by other students in other classrooms at Midland Valley High School. DSIT reviewed the request and agrees that it should be allowed since the district has indicated that any student enters the school that qualifies to have a laptop assigned under the project would always have first priority. Committee members gave tentative approval to this request pending further review by legal. Camilla Hertwig is scheduled to present to the committee a draft of the required report to the legislature at the March meeting. 			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
NONE			

AGENDA ITEM 6	Budget	PRESENTER	Barbara Teusink
DISCUSSION			
<ol style="list-style-type: none"> An email was sent out to all partners on February 11th with the funding request form for the 2011 budget. Information on last year’s budget request was provided. Each partner is asked to please return their completed budget request form as soon as possible for the funds you anticipate that you will need for the upcoming year. Final appropriated amount should be forthcoming soon. Please keep in mind that another 15%-20% cut in budget funding for the upcoming year is probable. 			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
NONE			

AGENDA ITEM 7	Annual Report	PRESENTER	Mike Shelton
DISCUSSION			
<ol style="list-style-type: none"> 1. Mike Shelton will be handling the Annual Report again for the committee this year. (This report's intended audience is the Principals and the Legislature.) 2. Mike asked for a volunteer from each partner to serve on the writing committee. He felt that fewer meeting will be needed this year. Several people volunteered and others are encouraged to consider serving. All those interested in participating should contact Mike. 3. The following people volunteered at the meeting to serve on the writing committee: Amy Durenberger (State Library), Michael Shelton (DSIT) and Beth Shull (AT&T) The following people were not present but were recommended to serve: Dee Appleby (SCDE), John Bane (SCETV), Dean Byrd (SCETV), and Gary West (SCDE). 4. Mike asked for suggestions for a central theme, report or idea to build the document around. Last year the report revolved around three themes: <ol style="list-style-type: none"> a) The State Educational Technology Plan b) A report called K-12 Digital Information Systems c) Science, Technology, Engineering and Math (STEM) 5. The following themes or ideas for this year's report were suggested: <ol style="list-style-type: none"> d) The need for continued workforce development in light of the current economic conditions and the role that technology plays in this need. e) The increasing role of e-Government in our daily lives and the effect that e-Government services have on the citizens of the state. This was referred to as "electronic democracy". f) Government transparency and the role that technology plays in this effort. The need for funding and how the efforts of the committee partners were part of the solution for many of these areas. g) The Broadband Plan which is expected to be released in mid-March. h) Vulnerable populations in the state and their need for computers. 6. It was suggested by Tom Fletcher that the end of June should be the target date for the completion of the Progress Report. 7. Mike also asked that each agency consider what is most important to them to be included in the report. 8. Mike will send a follow-up email. He encourages all to contact him with any questions, concerns or ideas. 			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
NONE			

AGENDA ITEM 8	Travel for Districts	PRESENTER	Tom Olson
DISCUSSION			
<ol style="list-style-type: none"> 1. Travel for districts was not funded this year. 2. In the past, this money was used to send district representatives to the CIPA Annual Conference. 3. SCDE is encouraging districts this year to apply for scholarships that are being offered to send representatives to the conference. Some advertising for the scholarships has been done in order to give districts a way to participate in the conference which will be held at the end of May. 4. Applications for scholarships are due the beginning of next month. 			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
NONE			

GUESTS	Harriet Zwart (Lexington 1), Donnie Elder (Spartanburg 3), Jim Alexander (Greenville County Schools) and Bill Brown (Greenville County Schools)
	All guests were offered the opportunity to speak before the committee. They declined.
RESOURCE PERSONS	
SPECIAL NOTES	Next Meeting: March 25, 2010 Location: Division of State Information Technology, 4430 Broad River Road