K-12 SCHOOL TECHNOLOGY INITIATIVE COMMITTEE
MEETING MINUTES

Meeting Date	February 25, 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 Rumfelt (DT), Petra Turner (DT), Kelly Ghent (DT), Doris Johnson (DT), Mike Shelton (DT), Mike Thomas (DT), Dean Byrd (ETV), Melanie Baron (EOC), Don Cantrell (SDE), Charlie Seastrunk (DTO), Martin Crabtree (DIS), Jason Eckenstien (AT&T), Angela Leon (HP Inc.)

AGENDA ITEMS

Agenda Item 1	Approval of Minutes	Presenter:	Keith Osman

1. Keith asked for a motion to approve the K-12 minutes from the January meeting. Minutes were approved with minor corrections to meeting attendees.

Agenda Item 2	E-Rate Status/K-12 Network Status	Presenter:	James Gordon

FCC/E-Rate News
1. USAC opened the FY 2016 Form 471 application window February 03, 2016 and will close at 11:59 p.m. on Friday, April 29, 2016. The filing window will be open for 87 days.
2. The last date for applicants to post a Form 470 and start the competitive bidding and procurement cycle is April 01, 2016, as FCC rules dictate that 470 responses need to be received for a minimum of 28 days before being evaluated.
3. The pace of Form 470s has proven to be steady this filing season, albeit at a slower and more tedious pace than in prior funding years. Currently, the Form 470s are being submitted at a rate of about 1,500 per week. If this pace continues, the total count of FY 2016 Form 470s should fall in the rage of 30,000 to 33,000 applicants, slightly less than the 34,853 forms submitted in FY 2015. The biggest decline in Form 470 posting is seen among the consortium and single-school filers. When compared to the FY 2015, there are 55% few consortium and 18% fewer single-school applicants on file as of February 19, 2016. Looking at the actual count of applicants, the biggest drop is with single-school applicants. Currently, there are 3,109 fewer applicants who have posted Form 470 forms than in prior years at this same stage.
4. February 08, 2016 marks the 20th anniversary of the ***Telecomm Act***, the measure that created the E-rate program. This act helps deliver high speed Internet access to more than 51.9 million students in approximately 120,000 schools and 10,000 library sites across the country. The Telecomm Act showed us that the Internet is not a luxury, but rather a necessity in order to effectively serve students and communities. The program has made significant strides in the past 20 years, such as evolving to include Wi-Fi funding. In 2016, the program is poised to play an even bigger role in the future of schools and libraries. A sign of true success is the potential of a record $5.8 billion available in support which will serve the 95 % of schools that request E-rate discounts.

K-12 Committee Projects

1. Palmetto Unified School District (DOC) Tyger River HS: Economical solution identified and final cost estimates are being collected for project implementation. 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 has been moved from July 01, 2016 to July 07, 2016. As of February 22, 2016, 39 vouchers have been redeemed for courses from the school districts and 20 vouchers have been redeemed for certifications. Libraries have redeemed 2 vouchers for courses and 2 vouchers for certifications. Total course vouchers redeemed is41 and total certification vouchers redeemed is 22. There are 49 vouchers still available for courses and 68 vouchers available for certifications. This is an increase over last

month's numbers. The Department of Education has been reaching out to school districts in an effort to encourage staff to take advantage of this free training.

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 team is having weekly conference calls with DTO personnel. KPMG set up an ftp site and for DTO to send documents weekly as requested. 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 vendor orders are remaining. All new locations to be added to the consortia as of July 01, 2016 have orders in place.
   b. Division of Technology filed four BEARs Form 472s for the first six months of 2015-16 and is awaiting documentation needed to file the fifth. The four which were submitted have been certified by the vendor and are at USAC. Form 472 – BEAR (Billed Entity Applicant Reimbursement) is an FCC form 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.
   c. The E-Rate group is currently working on Forecast (Form 471) which will be done in five applications due no later than when the window closes on April 29, 2016:
      - Dark Fiber
      - Library Internet
      - Library WAN
      - School Internet
      - School WAN
3. 2016-17 Upcoming: E-Rate Funding Year (07/01/16 – 06/30/17
   a. Division of Technology state consortia compliance documentation:
      - CIPA – Library CIPA (Children's Internet Protection Act) forms have been sent to the State Library and Department of Education.
      - Site Verifications – All forms have been collected.
   b. Division of Technology is received a request from USAC to provide the Funding Year 2015-16 State Audited National School Lunch Program data file for South Carolina which is due to USAC by February 26, 2016. A request was sent to the Department of Education for the Certification Letter they are required to complete. As of February 23, 2016 the requested letter has not been received from the Department of Education.
   c. 2015 E-Rate Applicant Training: Links have been sent to libraries and Charter Schools for the EPC training which USAC has been offering. The E-Rate team has been working with the schools and libraries to assist in their understanding of the new filing and EPC online system.

K-12 Network Status (External Broadband Availability Improvements)
Conversion for under-served/expensive bandwidth updates for Wireless and MPLS locations is as follows:

1. **Library Systems Solutions Update:**
   a. Metro Ethernet solutions identified for the following Libraries:
      - (1) ABBE Library System **ALL**: Vendor orders in progress (MPLS to ME)
      - (2) Orangeburg Library System: Vendor orders in progress. *
        *Awaiting library equipment installation to complete upgrades

Bandwidth Allocation Deployment Phase IV-Fiber Placement Opportunities
1. The following districts have completed projects:
   - **Berkeley SD** – Waiting on Host sites to be upgraded then the schools in the fiber project will be disconnected except for the Host.
   - **Lexington Richland 5** – Waiting on Host sites to be upgraded then the schools in the fiber project will be disconnected except for the Host.
2. The following districts have active projects:
   - **Orangeburg Library System-Entrance Facilities** – Price has been approved for the project. No updates at this time.
3. The following districts are being evaluated or awaiting approval to proceed:

- **Richland 1 SD**
- **Charleston SD**
- **Georgetown SD**

Agenda Item 3	EOC – General Updates	Presenter:	Melanie Barton

1. Melanie Barton distributed and discussed the District Technology Survey that will be distributed to all schools.
2. The results of this survey will be used to inform the SC General Assembly and the SC K-12 Technology Initiative Committee regarding the expenditures of state allocated technology funds. Additional questions will inform the reporting on the annual school and districts report cards.
3. EOC required questions on the survey fell into the following categories:
   a. Contact Information
   b. Technology Capacity Questions
   c. 1:1 Learning
   d. Online Learning
   e. Finance Questions
4. In Fiscal Year 2015-16 the General Assembly appropriated over $29 million to school districts for the k-12 Technology Initiative. The law requires that districts must provide an "itemized report on the amounts and uses of these funds." The schools were asked that in collaboration with their district's finance/business officer, that they complete a series of questions regarding projected expenditure of these funds in Fiscal year 2015-16.
5. The committee suggested that questions regarding technical professional development may be included on the survey.
6. There is also a question on the survey that asks "if you school or district uses an outside vendor/consultant to assist in filing E-Rate reimbursements, identify the percentage of the total reimbursements that the vendor/consultant is paid to provide such services." It was discovered that many schools are paying a more than 25% of their reimbursement for such a service. The EOC and SDE hopes that they may be able to aid these schools in finding a more economical way to obtain their reimbursements.
7. There is also a section of required questions from the SC Department of Education.
8. There is also section of district level questions based on frequently asked questions from the previous year's survey from the General Assembly and other stakeholders. Some of these questions are related to Information Security and Disaster Recovery. These questions will be used in as a self-assessment for gap analysis.
9. It may be in the future that a portion of the funds from the K-12 Committee be designated for use in Information Security.
10. Division of Information Security would like to come up the 3 or 4 high level questions regarding Information Security and Privacy that may be included on the Survey. Martin Crabtree will get with Don Cantrell regarding this. This needs to be done within the next couple of days before the survey goes to the developer.
11. Melanie brought to the attention of the committee that a General Assembly will have budget item we may see in the future is an initiative a Computer Science Solution. The EOC will be developing a pilot for this and will be reaching out the committee to recommend people on their staffs that may be able to assist.

Agenda Item 4	K-12 Security Project	Presenter:	Martin Crabtree

1. Martin Crabtree with the Division of Information Security was on hand at the meeting to present a PowerPoint presentation for the K-12 Security Status.
2. The Division of Information Security (DIS) has been providing sensors to School Districts, Libraries, Charter Schools and Special Schools. These sensors provide reports on the amount of traffic and type of traffic coming into the schools networks. Currently DIS has two employees assisting with K-12 Security. One consultant and one part time employee. DIS is working on realigning the program, identifying staffing needs and trying to identify the correct good metrics in support of this initiative.
3. Currently DIS is not able to adequately provide Validated Monitoring. Validated Monitoring can occur when:
   a. Sensor OS and signatures are up to date
   b. All site Internet traffic, inbound and outbound, are sent to senor
   c. Sensor capacity is not overrun
   d. Sensor alerts are tuned to site
   e. Sensor alerts are showing properly in the K-12 Security Information Event Management (SIEM) system

4. DIS sends out trouble tickets to the schools and districts informing them about security events/problems. These or critical events that pose a concern/problem. More often than not, DIS does not get a response back to these tickets. Therefore DIS does not know if the problem was addressed and if so what measures, if any, were taken to mitigate the problem. The response rate for the last per month has ranged from 9.7% to 21.6%.
5. With very little information coming back to DIS, it is difficult to decide what and how to report.
6. DDoS attacks continue. This month Dillon School District 3 was attacked.
7. Mitigation for DDoS attacks can last for weeks and some attacks affect district performance more than others. DIS continues working on a meaningful metrics in regards to these attacks.
8. Recently Horry County SD was in the news after being shut down by a computer virus attack and ended up paying money to get rid of the Ransomware. Entities are cautioned to be very careful when speaking with the media as to not disclose information that may be damaging.

Agenda Item 5	Open Discussion	Presenter:	Keith Osman

1. Nothing to Report

Next Meeting	March 24, 2016
Location	Division of Technology, 4430 Broad River Road, Columbia, SC 29210