

K-12 SCHOOL TECHNOLOGY INITIATIVE COMMITTEE MEETING MINUTES

Meeting Date	July 28, 2016
Meeting Location	Division of Technology 4430 Broad River Road, Columbia, SC 29210
Facilitator	James Gordon
Note Taker	Gay Hoyer
Attendees	James Gordon (DT), Andrew Epting (DT), Karen Rumfelt (DT), Doris Johnson (DT), Petra Turner (DT), Melanie Barton (EOC), Don Cantrell (SDE), John Bane (DTO), Bobbi Kennedy (ETV), Dean Byrd (ETV), Charlie Zeberlein (DTO), Beth Shull (AT&T), Lynn Fralick (Spirit Telecom), David Lanke (USC), Martin Crabtree (DIS), Steven Lake (Dept. of Admin.), Denise Lyons (State Library), Angela Leon (HP)

AGENDA ITEMS

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

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

1. July 21, 2016 marked the final deadline for the funding year 2016 E-Rate funding applications. Although USAC will soon submit a final demand estimate to the FCC, the decision has already been made to fund all valid funding requests for FY 2016. (FfL)
2. The close of the 2016 filing window comes after the original deadline was extended last April because of difficulties encountered with USAC's electronic filing system (EPC). It was necessary for libraries and consortia to be given extra time due to an unforeseen consequence in EPC's design: libraries and consortia are required to wait for other applicants to submit their requests before they can submit their own. The filing period started February 3, 2016 and was open for a record 169 days. (FfL) The K-12 team submitted their last two applications on July 07, 2016 (School Internet and WAN).
3. On July 20, 2016 six major telecommunication companies sent a letter to USAC and the FCC expressing their concerns regarding the functioning of the SLD's E-Rate Productivity Center (EPC). They described how the system's shortcomings are inhibiting their ability to provide accurate and timely E-Rate discounts. The letter makes clear that the telecommunications companies will not be able to provide schools and libraries with E-Rate discounts until USAC has fixed several aspects of the EPC system. The telecommunications companies that specifically signed onto the correspondence are AT&T, CenturyLink, Frontier, Sprint, Verizon and Windstream. Together, the six companies serve 11,945 E-Rate applicants with Category 1 FY-2016 funding requests totaling \$581 million. In their letter, the telecommunications companies requested, among other things, the following of USAC:
 - Immediate resolution of vendor-related limitations with EPC
 - Implementation of systematic testing procedures prior to the release of new forms and files
 - Suspension of additional funding waves until EPC issues are corrected
 - Posting EPC issue logs on the USAC website for stakeholders to view publically, without having to search USAC News Briefs
 - Institution of protocols requiring engagement with stakeholders at least one year in advance of USAC IT projects

USAC Response:

On Wednesday, July 20th, USAC received a letter from several service providers laying out their ongoing challenges with EPC and asking that we take specific actions in response. The issues relate to user account access, changes to the electronic files, and invoicing. We understand the seriousness of any issue that impacts service providers' ability to play their essential role in the E-Rate program. We are committed to resolving these issues as expediently as we can and in a manner that provides as much predictability and transparency as possible. We also continue to take full responsibility for the

challenges resulting from the EPC implementation. USAC is fully dedicated to working with our community with any future system changes and providing a simpler, faster and more accurate application and commitment funding process for all of our stakeholders. We will continue to conduct service provider calls and will conduct individual outreach to those with known issues, including the signatories to the letter, but we also want to make sure we are able to be responsive to all, so if you are a service provider experiencing EPC-related problems please contact us.

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. Circuit ID **ethr.2003120...spc**
 - a. 07/26/16 Marilyn (Spirit) has the ADVA scheduled to be installed this week. Marilyn requested August 2nd for the install and AT&T is involved but hasn't approved this date. During the scheduling of the cutover, the customer informed Marilyn that Charter ran the phone line across the roof to the communication room which is a problem because they are currently repairing the roof.
2. **SANS and GIAC** vouchers - The expiration deadline has been extended to until June 07, 2016. As of today 68 vouchers have been redeemed for courses from the school districts and 38 vouchers have been redeemed for certifications. Libraries have redeemed 5 vouchers for courses and 5 vouchers for certifications. The K-12 Committee has 1 course and 1 certification voucher redeemed but then requested that both be credited back to our account. This was the K-12 voucher to be used to educate our Security person who manages the SIMM devices in the field. It was decided that he should take a lower level course and certification examination. Total course vouchers redeemed is 73 and total certification vouchers redeemed is 43. There are 17 course vouchers still available and 47 vouchers for certification. There are 31 school districts who still have not taken advantage of the vouchers. However, there is not enough remaining voucher to accommodate them should they all decide to redeem one. There is a net of -1 course voucher due to the dropping of the course. The SANS program will be transitioned to Andrew Epting (the new E-Rate Coordinator) who will work with the school districts to redeem the remaining vouchers.

State E-Rate Program Status

1. 2015-16 Past: E-Rate Funding Year (07/01/2015 – 06/30/2016)
 - a. On 07/25/16 we received our first Electronic ACH for \$3.4 million which represented 3 funding requests for the 2016 funding year.
 - b. 1 BEAR is remaining to be filed for the 15-16 funding year. All other BEARs have been filed.
2. 2016-17 Current: E-Rate Funding Year (07/01/2016 – 06/30/2017)
 - a. Approximately 176 open vendor orders.
 - b. The E-Rate team filed the last 2 of 5 471 applications this month well before the July 21st deadline:
 - Dark Fiber – completed and certified
 - Library Internet & WAN – completed and certified
 - School Internet – completed and certified
 - School WAN – completed and certified
 - b. Form 470's have been filed for:
 - Cable & Wiring – pending awards
 - Internet – responses are in but not yet opened
 - Checkpoint – due date for responses was July 07, 2016
 - c. As of 07/27/17 none of the 5 applications have been funded for DT
3. 2016-17 Current: E-Rate Funding Year (07/01/2016 – 06/30/2017)
 - a. Nothing to Report

K-12 Network Updates

1. Charter/Special Schools
 - a. John de la Howe currently has a 50 Mb DAI (Internet) and is requesting managed router service. The Cost Shares formula allows for a 50 Mb Managed Router service at no cost share to the school. The order is in process.
 - b. At the June 23, 2016 K-12 meeting the representative from the Dept. of Education stated that JDLH was considered a school and was eligible for E-Rate funding. We are currently waiting on a letter from the Department of Education stating that John de la How is recognized as a school so that documentation may be kept on file for PIA review.

Agenda Item 3	EOC – General Updates	Presenter:	Melanie Barton
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1. The committee received and appeal on its decision to deny the waiver request from Lexington School District One. It was originally understood that the district had not established 1:1 computing; however in discussing this matter with the district, it was found that during the school day 1:1 computing had been established.
2. The K-12 Technology Committee considered the appeal of Lexington School District One to expend its Fiscal Year 2016-17 allocation of K-12 Technology Initiative funds on other technology-related uses, specifically to purchase digital instructional materials. The Committee unanimously approved the request because the district demonstrated that it has met the state goals for external connection to schools, the internal connection within schools, and one-to-one computing in all schools as stipulated in Proviso 3.6 of the 2016-17 General Appropriation Act
3. The EOC is waiting on the results of the 2016 technology survey of districts and schools and will report to the committee once they have been received and reviewed.
4. The EOC will need by October 1, 2016 the amount of EIA funds that the K-12 Technology Initiative Committee anticipates will be needed for FY 2017-18 along with a one or two page justification for any increase. The EIA and Improvement Mechanisms Subcommittee of the EOC will review requests and make recommendations to the full EOC in December. These recommendations will go to the Governor and General Assembly.

Agenda Item 4	Budget	Presenter:	James Gordon
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1. Budget requests were heard from ETV, Department of Education, SC State Library and Division of Technology.
2. These requests will be reviewed and prioritized so that a final budget can be established.

Agenda Item 5	WAN Bandwidth Allocation Policy	Presenter:	James Gordon
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1. Requests for increased bandwidth:
 - a. When requests are received for WAN upgrades, the E-Rate/K-12 group is requesting a copy of an updated Network Diagram, if one is not on file, but additionally would like to request a WAN bandwidth utilization chart. The utilization chart would only give the current picture but the Network Design group would use the utilization data and upgrade justification to assist in making the upgrade decision. The Internet Bandwidth Allocation Policy current verbiage states:
“In an effort to avoid over allocation of bandwidth coverage, Division of Technology (DT) will work with school district technology staff to review usage data when service upgrades are requested. This review process may not result in an immediate increase to the districts baseline maximum tier. DT reserves the right to decrease bandwidth service if periods of over allocation are identified.”
 - b. This revised verbiage needs to be added to the WAN Bandwidth Policy and update the Internet Policy to add DOE verbiage. We are requesting that the WAN Bandwidth Allocation Policy be amended to state the following verbiage:
“In an effort to avoid over allocation of bandwidth coverage, the Division of Technology (DT) will work with the South Carolina Department of Education (DOE) and school district technology staff to review usage data when service upgrades are requested. This review process may not result in an immediate increase to the district’s request. DT reserves the right to decrease bandwidth service if periods of over allocation are identified.”

Agenda Item 6	Open Discussion	Presenter:	Keith Osman
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1. Nothing to Report

Next Meeting	August 22, 2016
Location	Division of Technology, 4430 Broad River Road, Columbia, SC 29210