K-12 SCHOOL TECHNOLOGY INITIATIVE COMMITTEE
MEETING MINUTES

Meeting Date	June 23, 2016
Meeting Location	Division of Technology 4430 Broad River Road, Columbia, SC 29210
Facilitator	Keith Osman
Note Taker	
Attendees	Keith Osman (DTO), James Gordon (DT), Karen Rumfelt (DT), Doris Johnson (DT), Petra Turner (DT), Mike Shelton (DT), Charlie Seastrunk (DTO),Don Cantrell (SDE), John Bane (DTO), Bobbi Kennedy (ETV), Charlie Zeberlein (DTO), Beth Shull (AT&T), Martin Crabtree (DIS), Steven Lake (Dept. of Admin.), Nola Armstrong (SC Tele. Assoc.)

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 May meeting. Minutes were approved without corrections or changes.

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

FCC/E-Rate News

1. The Application window closed May 26, 2016 for schools and will close July 21, 2016 for consortia and libraries. The 470 deadline for consortia and libraries is June 23, 2016 (28 days before the July 21, 2016 application deadline).
2. On June 16, USAC issued the first wave of funding decisions for the funding year 2016. This batch of funding commitment decision letters (FCDLs) comes 21 days after the close of the filing window for schools (May 26th), making it the fastest Wave 001 in the history of the E-rate program. The funding wave represented 2,251 Form 471 applications, consisting entirely of funding requests for Internet, data, and voice services, the so-called Category 1 discounts. The applications included 4,401 individual funding requests split almost evenly between the voice and Internet/data services. The total funding amount of the wave was $17.7 million. This was the lowest amount committed in a first funding wave; but, given the difficulties associated with USAC's rollout of the EPC system, the fast funding wave is a positive indication that FY 2016 funds will begin flowing, and that USAC will release applications quickly, as soon as they are processed. There are 3 applications in the pipeline as of today (Library WAN & Internet and Dark Fiber) but no consortia members were in the first wave.
3. In Funding Year 2016, funding requests for lit fiber data and Internet services exceed $1.2 billion, which is nearly five times the requested amount of the next highest service. Although funding requests for lit fiber service dominate the FY 2016 requested amount, the count of requests for discounts on voice service was the highest of any other service category.

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. 06/20/16: Woodruff High School, per Spirit, the official FOC date is August 19th but the install is ahead of schedule and in a good position to meet a date of July 29th.
2. **SANS and GIAC** vouchers - The expiration deadline has been extended to until June 07, 2016. As of today, June 23, 2016, 68 vouchers have been redeemed for courses from the school districts and 37 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. This K-12 voucher was used to educate our Security person who manages the SIMM devices in the field. Total course vouchers redeemed is 74 and total certification vouchers redeemed is 43. There are 16 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. 3 course and 2 certification vouchers have been added since last month. The E-rate group has not currently been pushing the vouchers but will begin to do so once applications have been completed.

State E-Rate Program Status

1. <u>2015-16 Current: E-Rate Funding Year (07/01/2015 – 06/30/2016)</u>
   a. There are approximately 224 open vendor orders.
   b. $17.1 million in BEARs (Form 472) have been filed for the current year expenses through March 2016. $6.1 million is still outstanding which means we have received $11 million in checks to far this year.
   c. The report for the Technology Panel of the Legislature was sent to Jason Epting with Internal Operations (Department of Administration) before the due date of June 1st.
2. <u>2016-17 Upcoming: E-Rate Funding Year (07/01/2016 – 06/30/2017)</u>
   a. The E-Rate team is currently working on the School Internet application. The goal is to complete both the School Internet and the WAN applications by the end of June. This will give us enough time to file since there could be issues with EPC. The 471 Application window closes 07/21/16:
      - Dark Fiber – completed and certified
      - Library Internet & WAN – completed and certified
      - School Internet – completed – update in process
      - School WAN – completed – update will start next week
   b. Form 470's have been filed for:
      - Cable & Wiring – pending awards
      - Internet – due date for responses was extended to July 12, 2016
      - Checkpoint – due date for responses is July 07, 2016
   c. MOU's have been sent to all schools and libraries and billing has been updated as of July 01, 2016.

K-12 Network Updates

1. Requests for increased bandwidth:
   a. When requests are received for Internet upgrades, the E-Rate/K-12 group is requesting a copy of an updated Network Diagram. The request and the diagram are sent to the Network Design group who reviews the documentation along with the utilization reports to make a recommendation on the request.
   b. 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, and additionally would like to request a WAN bandwidth utilization chart. The utilization chart would only give us 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 already has verbiage that 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."*
   c. This revised verbiage needs to be added to the WAN Bandwidth Policy and update the Internet Policy to add DOE verbiage. This will be presented at the next meeting if the concept is approved:
      > *"In an effort to avoid over allocation of bandwidth coverage, Division of Technology (DT) will work with 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 districts baseline maximum tier. DT reserves the right to decrease bandwidth service if periods of over allocation are identified."*

Agenda Item 3	EOC – General Updates	Presenter:	Melanie Barton

1. Nothing to Report

Agenda Item 4	Budget	Presenter:	James Gordon

1. Budget requests have been received from all the principals. We are currently awaiting the request from DTO pending completion of the Internet and WAN applications.
2. Once all the requests have been received. They will be reviewed and prioritized so that a final budget can be established.

Agenda Item 6	Open Discussion	Presenter:	Keith Osman

1. **John de la Howe** – According to a report in the April 19, 2016 edition of The State Newspaper, John de la Howe lost its accreditation with DOE and the committee was unsure as to whether or not they still qualified for E-Rate funding. They currently have a 50 Mb DIA (Internet) and are now requesting managed router service. The Cost Shares formula allows for 50Mb Managed Router service at no cost share to the school.
    a. Darlene Prevatt with the Department of Education was on hand to update the committee and answer questions regarding John de la Howe. The school did lose its accreditation, however it is still recognized by the Department of Education as a school and has a plan in place to rectify its deficiencies so that they may reapply for accreditation.
    b. According USAC a school does not have to be accredited to be eligible for E-rate funding, as long as it is still considered an Independent school and has not been taken over by the Department of Education. Having met the above criteria, John de la Howe can still be included on the application.
    c. The E-Rate group will get a letter from the Department of Education stating that John de la How is still recognized as a school and will contact USAC requesting a letter of confirmation that our interpretation of the USAC rule is correct and that John de la Howe may remain on the application.
2. **K12 Security:** There is a growing need for Information Security in our schools.
    a. Currently the Division of Information Security has over 100 sensors in schools across the state with only two employees monitoring the devices. With additional devices being added there is a need for additional manpower. How do we get more funding for this manpower?
    b. We have sensitive data that needs protecting. Our schools are under DDOS attacks as well as being targeted by hackers who steal data and demand a ransom to return it. With these issues at hand we need to make our principals aware and determine the correct avenue to get a funding request in front of our Legislature.

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