Technology Meeting Agenda
Monday, June 24, 2019
4:00-6:00 pm
South Coast ESD board room

Attendees: Jerry, Bruce Levy, Dave, Tenneal, Kassie, Kathy M.
Absent: Fred, Ruth

Technology Committee Long Range Plan Goals:
Given the Technology Committee and the ESD Technology Plan, the committee will meet at least three times a year with at least 50% of participants present to review the priorities, develop plans for implementation, and adjust when necessary.

1. **Organizational**
   - Review of Technology manual – discussion of what is already in the manual, what is still needed, and continuing the work when the new systems manager is hired.
   - IT Director update – we are conducting two interviews this week.
   - Review/update -
     - Web Ex – Jerry is working with Cisco to come in this summer to fix glitches. The phone call option will be researched/fixed. We are researching the possibility of selling licenses to the districts in the future.
     - Remind app – The app will provide us an organization communication for our programs, staff and families without sharing phone numbers. The app also has a translator and will increase communications for families/students.
     - Frontline app – YTP and some administrators have been testing the app. It will be rolled out at All Staff Day. The organization will be putting safety coupons in the system to be used digitally. Staff will be notified that this is an addition to the existing Frontline system, using it is not required.
     - IVisions portal – Brandie will be setting up the employee portal. The portal will have contracts, payroll status forms and communicate with Frontline.
     ACTION – IT WAS SUGGESTED TO OFFER AN OPT IN/OUT GROUP LIST FOR STAFF.
     - E-rate – Tenneal reported this has been transitioned to Josh in the business office with help from technology in translating the district orders.
     - District orders/requests – the team discussed past and current district orders, SCESD technology support and the need for continuity of staff.

2. **Next Technology Committee Meeting to be scheduled**