MSBO Technology Committee Meeting

February 16, 2023

1:00 pm – 2:00 pm – Zoom

Chair: Rick Webb, Kenowa Hills Public Schools

Co-chair: Fred Sharpsteen, Mecosta-Osceola ISD

Vice chair: Kevin Hustek, Warren Woods Public Schools

1. Welcome & Introductions at 1:05 pm.

   Members present:

   Attendees: Rick Webb – Kenowa Hills Public Schools, Nancy Couto, Armada Area Schools, Scott Vugteveen, Caledonia Schools, Jeff Trudell, Wyandotte Public Schools, David Quesada, Dewitt Public Schools, Lukas Enciso, Van Buren ISD, Kevin Hustek, Warren Woods Public Schools, Michael Partridge, Eaton RESA, Nick Pitrone, Warren Consolidated Schools, Jacob Orr, St. Clair County RESA, Chris Nelson, Lenawee/Monroe Technology Consortium, Robert Breedlove and William Olson, Reed City Public Schools, Nate Moore, Kearsley Community Schools, Fred Sharpsteen, Mecosta-Osceola ISD, Michael Suitor, Alcona Community Schools, Robert Silvernail, Ionia County ISD, Peter Klein, CCRESA, Patti Wenglikowski, Eastern UP, Josh Leatherman, Maple Valley Schools, Jim Mitchell, Cindy, Tim Sizemore, Anchor Bay School District, Deanna Rincon, Monroe Public Schools, Laura Harrington, Chippewa Valley Schools, Paul Mulder, Allendale Public Schools, Danny Laethem, Eastpoint Community Schools, John Klutzke, St. Clair County RESA, Matthew Lambertson, Millington Community Schools, Kali Stevens, East Lansing Public Schools, Tim Klan, Livonia Public Schools, Zachary Wilham, Clio Area Schools, Eric Allshouse, Bay-Arenac ISD, Mark Spackman and Matt Shenck, Kalamazoo RESA, Chris McCoy, Brother Rice Catholic High School, Ryan Marshall, Charlton Heston Academy, Jana Stepp, Oscoda Area Schools, and Andrew Steinman, Plymouth-Canton Community Schools, Donny Milovski, Rochester Community Schools, Jay Bosworth, Pinckney Community Schools, Mark Smith, MACUL, Chris Cerrudo, Harbor Springs Public Schools, and Mike Richardson, REMC, Joseph Polasek, MDE and Debbie Kopkau, MSBO

2. Approved minutes from January 12, 2023 – Suitor motioned to approve minutes. Anciso seconded. M/C

3. Joseph Polasek – E-Rate

   - E-Rate
     - METL comments on E-Rate Support of Cyber Security
       - [METL Initial Comments on Erate Support of Cyber Security Final.pdf (fcc.gov)](fcc.gov)
     - Form 470 Deadline approaching (February 28th)
       - Last day to file a Form 470 and leave time to file a Form 471 on the last day of the Filing Window
       - Form 471 Application Window closes March 28th- Don't be late!
     - Other E-rate Reminders

- Invoice on your awards!
  - Last date to invoice on FY 2021 awarded funding is February 27th!
- Only 21% of awarded funds drawn for FY 2022 (current funding year)
- More ECF awards released today
  - Remember the SAM.gov registration requirement
    - Need help with SAM.gov? Contact these folks! https://www.ptacsofmichigan.org/about-us/
- Share information with your school communities about the Affordable Connectivity Plan!
  - https://www.fcc.gov/acp-consumer-outreach-toolkit
- Statewide Broadband work
  - ROBIN grant applications due by 4p March 14th
    - Schools are eligible recipients of service but are NOT eligible applicants.
    - Information on ROBIN can be found here: https://www.michigan.gov/leo/bureaus-agencies/mihi/funding-opportunities?utm_medium=email&utm_source=govdelivery
  - MI Connected Future Listening Sessions
    - https://www.michigan.gov/leo/bureaus-agencies/mihi/miconnectedfuture/mi-connected-future-tour-schedule?utm_medium=email&utm_source=govdelivery
- State Ed Tech Grants
  - 99h (Robotics)
    - OSET is working on the final numbers. Awards will be posted to www.TechPlan.org when they are finalized
    - Changes in legislation led to some confusion in budgeting. The modification window has been lengthy.
  - IET Cohort 2 closed yesterday
    - Scoring of apps will begin next week. OSET hopes to have the money out in March

4. Kate Cermack – Report from Webb – Spring Testing-
   a. Software for online testing
      i. Central Office Services (COS) – made up of COS Configurations and COS – Service Device (SD)
      ii. (COS) is accessed through the DRC Insight Portal with a log-in https://mi.drcedirect.com
   b. Tips for Test Coordinators and Test Administrators
      i. **Before Testing**
         1. Technology Coordinators should set up Chromebooks with US Keyboard.
         2. Tech Bulletin: Keyboard Settings and Tips for Chrome OS and iPadOS Devices so Characters Display Correctly in DRC INSIGHT
         3. Technology Coordinators should ensure that DRC INSIGHT is launched or opened before the day of testing on the testing devices. This will ensure that any updates to the operating systems/programs have been completed before testing. This can also be checked by having students launch DRC INSIGHT to complete the OTTs before testing begins.
      ii. **During Testing**
         1. If you are seeing internet connectivity issues:

2. Check with your Technology Coordinator to see if there are any bandwidth or local internet issues.
3. Stagger student logins.
4. Initial logins to the test require the most bandwidth.
5. If your site is using a wireless network, ensure that other large downloads (movies, music, etc.) are not using the bandwidth.
6. Utilize Central Office Services for content hosting.
7. If issues persist, please have your Technology Coordinator call DRC Customer Service for more detailed troubleshooting.

iii. **DRC INSIGHT Technology User Guide, pg. 29**
1. Before testing temporarily disable or remove the following:
   a. Instructional Software like Grammarly, Ginger Software, Pro Writing Aid
   b. Classroom monitoring software like Linewize Classwize, Impero Wellbeing, Go Guardian
   c. Remote access/remote control software like TeamViewer, AnyDesk, Remote PC
   d. Automatic Updates
   e. Intelligent Personal Assistan like Siri, Cortana
   f. Collaboration Tools like Microsoft Teams, Zoom, Google Chat and Mets
   g. Microsoft Game Bar and Other Screen Capture Software

iv. **Site Technology Readiness Checklist -** https://mi.drcedirect.com/Documents/Unsecure/Doc.aspx?id=75947f63-7d0d-407d-89db-707fe91c3483

5. REMC Save – Richardson – Device purchasing forecast just ended on February 10, 2023. It was just under 65, 000 devices. They have been going down the last three years. The device window will open April 13 and close September 30. REMC has launched a new Technical Support Essential Skills - Technical Support Essential Skills - Professional Learning - REMC Home. More modules are coming once a month. This is free training.

   a. Here is a summary.
      • The final forecast for 64,933 devices compared with 97,768 in 2022 and 113,340 in 2021.
      • Five consecutive years of declining forecasts.
      • Average forecast is ~80% of purchases.
      • Purchase window April 13 to September 30.
      • Come see us at booth 507 at MACUL!

6. Mark Smith – MACUL Update – March 15-17, 2023 in Detroit at Huntington Place. Overnight rates end on Monday. Checkout the virtual and all the sessions at the conference at www.maculconference.org.

   Here is a link to the Admin Forum session at MACUL with Dr. Julie Evans and the speakup data - https://forms.gle/q7tDDt3d5cMtF9q26

   Here is a link to the Tech Director's Breakfast - https://forms.gle/PTZ2Y5SB1xEFbFDa6

Reminder: You MUST RSVP and you have to be registered to attend these events.

7. Kopkau - MSBO Conference Update
   The conference is April 25-27, 2023, in Grand Rapids. Early bird rate and scholarships available until March 3. May want to take a minute to register for the Pre-Conference – 160 – Technology Pre-Conference where we will be going over an Incident Plan and then a tour at Van Andel Arena. The two classes that go up against the pre-conference is Effective Communications and Principles of Education and these two classes will be offered in next year's schedule. Register today at www.msbo.org.

8. Sharpsteen – Roundtable
   Discussed the need that our data isn't accurate based on the results that he is seeing from his survey sent out. If we are going to collect data through these systems, how are we going to be able to make this data correct.

   Michigan Data Hub is working on some tools to help with data integrity.

   Next meeting is March 9 at 1 pm with Jennifer Watkins from YEO and Yeo on GASB 96.

   Motion to adjourn meeting by Lambertson. Seconded by Suitor. M/C. Meeting adjourned at 2:07 pm.

Respectfully submitted,

Debbie Kopkau, MSBO