Information Technology Advisory Committee
December 13, 2021 4:30 – 6:00 p.m.
Microsoft Teams Meeting

Meeting Notes

Call to Order 4:35 PM

Present	Seat	Name	Present	Seat	Name
	St1	Jashlin Olivera	x	S1	Sue Monroe
x	St2	Luciana Lovik		S2	Aishah Bomani
	St3	Joe Friedman	x	S3	Latilia Warren
	C1	Justin Mann	x	S4	Alyssa Begovic
	C2	Jacqui Silvio-Barnes		S5	Azure Grossi
x	C3	Craig Behnke		S6	Beatrice Butler
x	C4	Trisha Frazier		S7	Ana Radzi
	C5	Pedro Ciriano Perez	x	S8	Jim Meyer
x	C6	Jian Wong	x	SA1	Ken Pendergrass
	C7	Benjamin Krokower	x	SA2	Daniel Noyes
x	C8	Robert Bohus			
x	CA1	Leslie Howle			
	CA2	Nina Arens			
	Chair	TBD		Co-Chair	TBD
		Other Staff Present: April Mardock, Aishah Bomani, John Thorius, Judie Jaeger,			***Key: (C) Community, (St) Student, (S) SPS Staff*

This meeting will be held remotely per the Governor's proclamation prohibiting public agencies from conducting meetings subject to the Open Public Meetings Act in-person to curtail the spread of COVID-19.

Judie motioned to approve the December 13, 2021 agenda; Daniel seconded. The motion passed unanimously.

Jim motioned to approve November 15, 2021 minutes; Sue seconded. The motion passed unanimously.

Trisha motioned to approve the September 20,2021 minutes; Craig seconded. The motion passed unanimously.

Budget

Mr. Del Valle went over the most recent budget. There will be an expenditure for laptops and under Student Learning and Support. DoTS (Department of Technology Services) has the approval to purchase laptops and iPads. The E-rate reimbursement will offset some of the cost for the devices.

Implicit Bias Training

Part of the charter for ITAC is to have implicit bias training to ensure our decisions are seen from all angles. Craig asked is there a way to find out who has done the training and how long do people have to complete the training. Mr. Del Valle will check to see if there is anyone keeping track of the training and

people have until January or February to complete. Jim said he was unable to complete the form and received a message saying the maximum people have completed the form. Mr. Del Valle will get back to him.

Meeting Location Resolution

ITAC is considering a resolution to continue having the meetings virtually. Craig motioned to adopt virtual meeting option for this year. The motion passed unanimously.

ERP RFP

John Thorius presented on 2022 ERP (Enterprise Resource Planning) Feasibility Study. The study is an evaluation of current ERP platform and a comparison to alternatives. John went over the primary objectives of the study, why the study is being requested, vendor selection timeline, project roadmap, and study report requirements.

Craig asked are people responding to the RFP are required to give hard cost. John replied it's not realistic to provide hard cost because that would be in line for the RFP when a system is in place. There is a budget, but we don't know if the budget covers the estimated cost that would come from the study. John is confident that third party would give us an idea if upgrading would be more cost effective than implementing a new solution.

Robert asked if there were minimum requirements they're looking at. The baseline priority would be HR, Payroll, Benefits, and Finance integration.

Robert asked how the budget works in this scenario. Judie replied they've been planning and have asked for some of that money already. Robert followed up asking what the ideal timeframe. John replied the timeframe depends on the solution.

Open Comments

There was a question regarding Teams chat being removed or if it will be returning. April replied the hope is that chats will be turned back on in early January. Teachers can still use Schoology to message students.

April discussed a cybersecurity issue Seattle Public School is currently dealing with.

Trisha asked about the delivery methods used for the equity training. Mr. Del Valle will check and get back to the committee.

Robert asked what the collaboration on the ERP RFP process is and Infosec. Judie replied info security is an important part every step of the way. As they move through the feasibility study, cybersecurity and info security will be front and center.

The next meeting will be held on January 24th, 2022.

Trisha motion to adjourn. Daniel seconded. The motion passed unanimously.

Meeting adjourned at 5:17