

Information Technology Advisory Committee

March 23, 2026, 4:30 – 6:00 p.m.

Microsoft Teams Meeting



Meeting Notes

Call to Order: 4:35

Present	Seat	Name	Present	Seat	Name
x	St1	Gavan Bess		S1	James Brook
x	St2	Rafael Brewer	x	S2	Kendra Beseler
	St3			S3	Eric Ramsey
	St4	David Nguyen		S4	Jonathan Fox
x	C1	Wacarra Yeomans	x	S5	Kathleen Daspit
x	C2	Kiley Riffell	x	S6	Timothy Johnson
x	C3	Michelle Tanco		S7	Sarah Werner
x	C4	Sarah Ramsay	x	S8	April Mardock
	C5	Jo Hemmerlein		SA1	
	C6	Daniel Tobin		SA2	
	C7	Nicole Buckenwolf			
	C8	Clayton Hamilton			
	CA1	Michael Kollins			
x	CA2	Brady Dibble			
	Chair			Co-Chai	
		Other Staff: Robert Cook, James Rigert, Steve Noebel, Joanne Cobb, Philip Rammunno, Jay McSweeney, Antionette Harrison, Chris Eastman, Debra Knickerbocker, Judie Jaeger			***Key: (C) Community, (St) Student, (S) SPS Staff

- A committee member motioned to approve the March 23, 2026 ITAC Agenda. The motion was seconded and passed unanimously.
- A committee member motioned to approve February 23, 2026 ITAC meeting minutes. The motion was seconded and passed unanimously.

Budget

Mr. Del Valle presented updates to the budget. He explained that the budget analyst will prepare a new monthly format and provide a detailed breakdown of expenditures like staff costs, staff benefits, contract services, supplies, equipment, and travel.

Device RFP

Joanne Cobb and Steve Noebel discuss the Device Procurement RFP and Evaluation Process. They outlined the scope, schedule, and evaluation process for device procurement RFP. Joanne explained that the RFP covers laptops, desktops, peripherals, charging carts, and related services for students and staff. The current contract expires in August with the new contract set to begin in September. Steve Nobel clarified the Apple products are managed separately from the main RFP.

Joanne invited ITAC members to participate in device evaluations at various schools and the central office. The evaluation will provide feedback for the final vendor selection.

Digital Learning Manager Debra Knickerbocker and others addressed concerns from committee members about iPad use in early grades, explaining iPads are used for curriculum and assessments, and how the device allocation aligns with instructional needs and state mandates from OSPI for computer literacy.

Steve Noebel and Mr. Del Valle explained the increase in costs is due to inflation and expanded device needs across departments.

Net Switch RFP

IT Manager James Rigert and Systems Engineer Chris Eastman detailed the RFP for replaced outdated network switches across schools. They also addressed committee questions about project timing and explained the alignment with AV and security upgrades and E-rate funding.

The RFP goal is to replace LAN hardware at 92 schools and the central office. Most of the equipment is from 2014 and is no longer supported. The upgrade is necessary for compatibility with new wireless and AV systems, and to meet power requirements for modern devices.

The selected proposal totals around \$7 million with potential E-rate funding to reduce district cost by up to half. The project is scheduled to begin in Summer 2026 and complete before September 2027 (pending board and committee approvals).

Data Governance, Privacy Agreements, and Security Controls

Information Security Manager Robert Cook and Business Intelligence Manager Philip Ramunno outlined the six main routes for student data request – research, community partnerships, vendors, software intake, contractors, and public records. Each route uses specific agreements (DSA, NDPA, NDA) with diverse levels of identifiability and oversight. They went on to explain the NDPA templates and additional legal reviews required for sensitive data types.

Robert also went on to detail the internal review process for all data sharing and software procurement. He also went on to describe technical controls to prevent the use of unauthorized AI tools.

Open Comments

Rafael inquired about sharing a memo related to the Hamilton incident. Robert Cook clarified that while the memo is now public, due to the public nature, supplemental documents require review before wider distribution.