

MINUTES  
**TECHNOLOGY TASK FORCE**

**DATE:** September 13, 2011  
**TIME:** 10:30 am  
**PLACE:** Senate Auditorium, WW02

**MEMBERS:** Wendy Horman, Brent Lloyd, George Boland, Desiree Laughlin, Heidi Rogers, Chuck Winder, Stefani Cook, Brian Duncan, Reed DeMordaunt, Salvatore Lorenzen, Tom Luna, John Goedde, Christine Donnell, Bicker Therien, Christopher Campbell, Maria Nate, Mike Fornander, Penni Cyr, Marne Curtis, Andy Grover, Aaron McKinnon, Brad Patzer, Alan Dunn, Spencer Barzee, Cliff Green, Melinda Smyser, Jennifer Johnson, Jayson Ronk, Keven Denton, and Rich Wills (for Bob Nonini)

Superintendent Luna called the meeting to order at 10:35 am.

**Procurement  
Protocol Decisions**

Superintendent Luna reported back to the task force with the framework and guidance for site visits developed after the previous day's procurement presentation. In accordance with Section 33-1627, Idaho Code, "The department shall use the same laws, rules and policies in issuing and awarding such contract as would an executive branch agency in which an appointed director reports directly to the governor."

School site visits will be conducted in October, but not vendor site visits or presentations. After a RFI, vendor site visits and/or presentations may be considered and conducted by the appropriate RFI review committee if further clarification or demonstrations are needed. They may also be considered during the RFP process.

Language will be added to the school site visit protocol about vendor interaction at school site visits. Vendor sales executives should not be present at school site visits. Vendor help line/technical assistance personnel are permissible at school site visits. Vendors shall not provide any marketing materials, cover any costs associated with the site visit, or be provided a forum to discuss their particular products or services. Pre-conference calls will occur with the site to discuss protocol and to outline expectations. All site visits will be structured the same.

Task force members should refer all vendors to Mark Little in the Division of Purchasing.

**Classroom  
Technology  
Integration**

Stefani Cook reported that the Classroom Technology Integration Subcommittee will present a Request for Information (RFI) for professional development in two weeks. The group also created a list of questions for site visits and finalized the classroom technology plans/applications that districts will be asked to complete. Informational webinars/workshops will be hosted in November to help districts with their classroom technology plans. Those plans will be submitted between November 15<sup>th</sup> and December 15<sup>th</sup>.

**One-to-One**

Representative DeMordaunt reported that the One-to-One Governance and

**Governance and Instructional Integration**

Instructional Integration Subcommittee feels like the one-to-one mobile computing device survey validated the subcommittee's initial thinking about what capabilities were important in a mobile computing device, and the subcommittee has shifted their focus to creating model policies. The subcommittee tried to be sensitive to local districts and differences in districts throughout the state. Where the subcommittee left policy up to the local district, the subcommittee developed model policy/guidance as a template to consider.

The subcommittee plans to conduct a student survey on technology over the next month. DeMordaunt invited any other subcommittees to include a question or two on the survey.

In the future, the subcommittee will work on the implementation of the devices, specifically where the vendor's responsibility ends and the local school district or state's responsibility begins.

**Schoolnet Integration**

Maria Nate reported that much of the Schoolnet Integration Subcommittee's work has been approving administrative functions and much of this is now done. The subcommittee would recommend that since the group's work is done, the subcommittee members be integrated into other subcommittees. Superintendent Luna told the group that staff would work with the Schoolnet subcommittee members and the chairs of the other subcommittees to make reassignments.

**Platform, Specifications, and Procurement**

Jayson Ronk reported that the Platform, Specifications, and Procurement Subcommittee continued their work on the mobile computing device RFI and Request for Proposal (RFP). The group conference called with Steve Garton in Maine about what things Maine might change in their next RFP and about any suggestions Maine had for Idaho's RFP. The subcommittee also had a discussion with Brady Kraft from the Idaho Education Network about his visit to Maine and wireless deployment in Idaho.

**Online Learning Implementation**

Andy Grover reported that the Online Learning Subcommittee discussed doing an RFI/RFP process for a statewide contract for online courses. A draft RFI should be ready by the October meeting. The group also discussed and worked on a rubric about what makes a high quality online course.

There being no further business to come before the Task Force, the meeting was adjourned at 11:20 am.