

*Minutes appr. by Committee 03/31/21*

In attendance: Debbie Anderson, Michele Barlow, Jeff Baugus, Charlotte Boling, Christi Cole, Travis Fulton, Natasha Godwin, Karen Harris, David Hicks, Cindy Lambeth, April Martin, Patti McKnight, Brian Noack, Kelly Short, Mike Thorpe, Clark Youngblood, Floyd Smith, Eric Englert.

Absent: Charlin Knight, Marie Locklin,

Ms. Short welcomed everyone and opened the meeting at 1:25 pm CST. Mr. Englert gave a brief synopsis of the purpose and mission of the DIR committee for the newcomers.

Mr. Englert reviewed the current submissions. He introduced two product requests that came in on the day of the meeting, Checkology and Floop, and asked if these could be voted on via email when they were processed (rather than wait until next meeting). Committee agreed.

Mr. Englert introduced the Frog Dissection app to the committee. During a brief discussion, Mr. Hicks asked that he be allowed to investigate how the app would be deployed (via InTune). Committee approved the app contingent on a positive outcome of Mr. Hicks' deployment investigation.

Mr. Englert introduced the ZipGrade app/service. During discussion, Mr. Englert related Mr. Hicks' two concerns about security related to the app: 1. the potential for someone installing this on a personally owned device that's been compromised. and 2. that installing this app on a personally owned device potentially makes that device a target for public records requests. Mr. Hicks said that teachers using a school-owned and managed device would be preferable. After a brief discussion, and based on the Employee AUP Guidelines, the committee

voted to approve the service with the following contingency: the ZipGrade app must be used on a district-owned mobile device and is not to be used on personal devices.

Mr. Englert next requested that the Pilot programs that had been in effect be allowed to continue until the end of the school year. After a brief discussion, Mr. Englert agreed to inquire as to whether the pilot services were still in use, and the committee voted to extend the pilot programs/services that were still being used.

Mr. Englert introduced the topic of Rostering and recounted some background information for the new members. Mr. Hicks spoke to the members about the ITS recommended shift in policy with respect to Rostering, broadening the allowable rostering standards to reduce impediments to teachers using online services in their classrooms. Mr. Englert indicated that this change would have no impact on SB Policy 4.21+ (Selection, Management, and Purchase of Instructional Materials and Software/Services), but that it would require a change to the wording in the District Instructional Resource Approval Manual (DIRAM) guidelines (g. and h. on page 8) and the Purchasing Dept. RFP boilerplate. The committee voted to approve the following wording change in the DIRAM (p. 8) and RFP boilerplate:

- g. Provide no-cost support for one of the following methods of federated Single Sign-On through our SSO platform ClassLink ~~(excluding any Clever integration)~~ if student or teacher login is required: • LTI 1.0 or higher • OAuth 2.0 • SAML • ADFS
- h. ~~Use IMS Global OneRoster v1.1 REST API or accept OneRoster CSV files via SFTP using ClassLink Roster Server (excluding any Clever handshakes) if student or teacher login is required and for services that require rosters. OneRoster integration must use OneRoster enrollments data to create class structures and enroll students.~~

- h. If a vendor requires rosters, the district requires the vendor to be compliant with a rostering standard, including IMS Global OneRoster, Clever Data API, Text-CSVs, Text-JSON, Web-API, OData, or Other (Note: Documentation of any "Other" rostering standard must be provided).

Mr. Englert will follow up on the DIRAM and with Purchasing.

Mr. Englert proposed an additional DIRAM change. During discussion, Mr. Englert related that because teachers receive annual training on the Family Educational Rights and Privacy Act (FERPA), there was no longer a need for the Educator Date Entry Requirements Email on pages 9 and 10 of the DIRAM. Ms. Godwin asked about possible ramifications, and if there was a need for a statement about teacher rostering, to make sure the roster data aligns to actual student data? Mr. Hicks and Ms. Godwin will meet to discuss this. The committee voted to approve the following wording:

Teachers must comply with the Family Educational Rights and Privacy Act (FERPA) federal law when creating student accounts: ensure you are on a secure site (https) and don't use email to send names to the company (in the body or as an attachment).

The approved wording will be included in the [Approved Digital Instructional Resources List](#) and be sent to teachers who need to create student accounts.

There being no other discussion, the meeting was adjourned at 1:45 pm CST.