DEPARTMENT OF ADMINISTRATIVE SERVICES
BUREAU OF ENTERPRISE SYSTEMS AND TECHNOLOGY
55 Farmington Avenue, Room 1008
Hartford, CT 06105
1:00 – 3:00 PM

M I N U T E S

March 4, 2019

Commission Members in Attendance

Raymond, Mark – Commission Chair and Chief Information Officer, DAS-BEST

Mundrane, Michael — Commission Vice Chair and Vice President and Chief Information Officer, University of Connecticut

Casey, Doug – Executive Director, CT Commission for Educational Technology

Caruso, Nick — Senior Staff Associate for Field Service, Connecticut Association of Boards of Education (CABE)

Dillon, Thomas – Founder, Flagship Networks (Minority Leader of the House)

Elsesser, John — Town Manager, Town of Coventry (CT Council of Small Towns)

Fortuna, Carl — First Selectman, Town of Old Saybrook (Minority Leader of the Senate)

Mavrogeanes, Rich — President, Discovery Video (President Pro Tem of the Senate)

Provencher, Maura — Vice President of Research and Administration, Connecticut Conference of Independent Colleges (CCIC)

Shanley, Scott — General Manager, Town of Manchester (CT Conference of Municipalities)

Stanco, Bart — Vice President, Member Acquisition, Gartner (Office of the Governor)

Vallee, Bill — State Broadband Coordinator, Office of Consumer Counsel

Vittner, John — Director, IT Policy, Office of Policy and Management (OPM)

Wiggin, Kendall – State Librarian, Connecticut State Library

Facilitators, Presenters, Guests, and Others in Attendance

Giammarco, Peter — Verizon Wireless

Hall, Aleshia — Assistant to the State Chief Information Officer

Kocsondy, Ryan — Director, Connecticut Education Network (CEN)

Agenda Items

Welcome

Mark Raymond called the meeting to order at 1:00 PM with the good news that Governor Lamont and Department of Administrative Services (DAS) Commissioner Josh Geballe have asked Mark to continue serving as the State's Chief Information Officer. In that role, Mark will also continue as the Chair of the Commission for Educational Technology. The Commission members warmly welcomed the news. Mark was excited to support the Governor's plans to enhance digital government and looked forward to the shared work ahead. He stated that the work the Commission and Network do is some of the best done in Government, and he expressed thanks to everyone in attendance.

Approval of Meeting Minutes, December 3, 2018

Mark requested a motion to approve the minutes from the Commission's December 3 meeting, sent previously and available in hard copy for in-person attendees as well as on the Commission's Web site. Scott Shanley made the motion, with Ken Wiggin offering a second. Mark asked for any discussion or changes regarding the minutes. With none offered, the Commission members unanimously approved the minutes, with no abstentions.

Executive Director's Report

Doug Casey began his report by calling attention to the materials posted to the Commission's Web site. He also referred to several bills under consideration and discussions underway in this legislative session concerning regionalization and efficiencies, including Senate Bill 874. They serve as appropriate context for the topics covered in today's Commission meeting, which reflect the ongoing work around innovation and shared resources in support of education in Connecticut.

- 2018 Annual Report
  In January, Doug issued the 2018 Annual Report. He called attention to the impact of the Commission and the programs that it oversees, as highlighted in the Executive Summary on pages 4 – 5 of the document. Examples include annual cost avoidance of $30 million through the Connecticut State Library's iCONN subscriptions and $20M through Connecticut Education Network (CEN) broadband services. The Commission is also addressing significant challenges, such as the $22M in unused E-rate funding to schools and libraries as well as connecting the estimated 40,000 K – 12 students statewide who do not have access to broadband outside of

school. He encouraged members to share the Annual Report with the constituents they represent as well as the people and institutions that appointed them to the Commission.

- ISTE Standards Campaign
  Through its adoption of the Student, Educator, and Education Leader standards, the Commission has positioned Connecticut as the first state in the country to adopt all three standards from the International Society for Technology in Education (ISTE). Recognizing the need to support these frameworks with resources, the Commission has held several Webinars to highlight the ways that Connecticut schools have already put the standards in place. Following the November 20 Webinar on the Student standards, the Commission held an online presentation January 15 on the Educator standards. This session featured members of the Digital Learning Advisory Council, Josh Elliott of Fairfield University and Laura McCaffrey of the Hartford Archdiocese (Hartford Catholic Schools), as well as leaders of the 4,000+ member ISTE Teacher Education Network.

  On February 13, the Commission hosted a Webinar on the Education Leader standards, those that guide the competencies that principals, superintendents, board members, and other school leaders should possess. The February session included presentations by Commission members Nick Caruso and Chip Dumais, as well as former Commission member and current Region 15 Superintendent Josh Smith. They shared their insights on the skills that leaders should possess and policies they should consider adopting to promote digital learning. More than 150 people attended the Webinars, now available for streaming through the Commission's Digital Learning Competency Standards page (www.CT.gov/ISTE).

- Student Data Privacy
  The Commission has addressed concerns around student data privacy in past meetings and initiatives, advocating for a balance between common-sense protections and technological innovations that support teaching and learning. Doug provided an update on one aspect of the original law, the creation of a Data Privacy Task Force. As the appointed chair of the Task Force, Doug convened a first meeting among the group's appointed members, charged with studying and issuing a report on various data privacy concerns. The Task Force members have drafted that report and will meet Thursday, March 7 to work on revisions. The group hopes to complete the report in time for the legislative committees of cognizance, especially the Education Committee, to consider its recommendations for potential changes to the statute during the current legislative session.

  In addition to legislative matters, the Commission has put in place the Educational Software Hub, using LearnPlatform.com, to support compliance with the law. At previous Commission meetings, members had discussed ways to sustain the Hub,

funding sources to offset the cost of the LearnPlatform license fees. Many had encouraged pursuing support from the Connecticut State Department of Education (SDE). These conversations have since resulted in funding from the SDE, and Mark and Doug expressed their appreciation for this financial support.

The Hub will continue to serve Connecticut schools well, with representatives from nearly every district using the solution and thousands of vendors visiting the site to take steps to comply with our state law. The use of Connecticut's instance of LearnPlatform has led other states and organizations to adopt the service as well. Both Utah and Massachusetts are using LearnPlatform to measure the efficacy and compliance of educational technology products. In addition, ISTE launched its Ed Tech Advisor service last summer using LearnPlatform. Doug has advised these and other organizations around the success of LearnPlatform in Connecticut. He expressed hopes that the more states and organizations using LearnPlatform, the greater the potential to share what works in educational technology across a national audience of educators.

- Commission Web Site
  Doug concluded his report by referring members to the new Commission Web site, www.CT.gov/CTEdTech, built on the State's new content-management system. In addition to hosting all of the previous pages, meeting minutes, and other materials, the new site includes expanded sections on technology planning resources, student privacy, open education resources, and other topics. The new platform also provides a mobile-friendly experience to visitors using smart phones and tablet devices. This feature benefits the increasing percentage of individuals who access Web and online services primarily through mobile devices. Nick Caruso commended Doug for his work not only in migrating the site but also in designing user-friendly page layouts and navigation.

Scott Shanley expressed his thoughts on the topic of efficiencies. He shared some examples of how municipalities create and share resources and suggested that the Commission elevate a few initiatives that, if adopted statewide, would have great benefits to Connecticut's schools and libraries. He mentioned groups such as the Advisory Commission on Intergovernmental Relations (ACIR), on which he serves, as potential partners to discuss and promote efficiencies. He expressed concern that many existing programs, such as CEN, remain under-appreciated among leadership groups. He suggested that at some point the State take measures such as withholding educational cost sharing (ECS) funds from districts that refuse to leverage high-quality, cost-effective solutions delivered through CEN and other state and regional programs.

Ken Wiggin echoed these recommendations, noting that the elimination of General Fund support for CEN may have resulted from state leaders not understanding the Network's value. He emphasized the importance of storytelling around the benefits and

applications that broadband affords. He mentioned specific examples in the form of library maker spaces as well as the recent "Grow with Google" events, made possible through the provision of high-speed broadband via CEN.

Mark noted that the Network provides the platform for educational and government services that institutions depend on today and will require in the future to support innovation and efficiencies. Protection against distributed denial of service (DDoS) attacks remains one example of the many benefits that CEN delivers and that districts, towns, and universities would not be able to purchase as cost effectively on their own, if at all. Mark encouraged continued outreach to the greater community to increase awareness of the Network's value, especially in the context of legislation encouraging and, in some cases, forcing efficiencies through regionalization.

Revisions to Commission Bylaws

Mark turned the members' attention to previously discussed revisions to the Commission Bylaws. These updates include revisions to statute regarding appointments to the Commission as well as member and officer terms. The proposed Bylaws also outline the duties of members, directing them to share the activities of the Commission with the offices and organizations that appointed them. He entertained a motion to approve the Bylaws, which Ken offered. John Vittner offered a second. During a brief discussion of the revised Bylaws, Nick expressed his desire to see changes to the legislation governing the Commission to include appointments by the Connecticut Association of Public School Superintendents (CAPSS) and to ensure that an educator serves on the Commission (e.g., appointment by a teacher union).

With no other discussion, Mark called for a vote to adopt the revised Bylaws. The members voted unanimously to accept the changes, with no abstentions.

CEN Updates

Ryan Kocsondy, CEN Director, provided updates on the Network, with details in the two-page handout available to meeting attendees and on the Commission's Web site. He noted the re-posting the Network Technician position, now as a category 1 or 2 job. He then touched on the budget and challenges in funding the replacement of hardware to support the aggregation layer of the Network, where most members connect. Switches that support this type of connectivity are approaching end of life and end of support this year, if not already. As a reminder, between 2009 and 2013, the federal Broadband Technology Opportunity Program (BTOP) funded the refresh of this hardware. The Network has also received funding through Capital Equipment Purchase Funds (CEPF) provided by the State, though the Office of Policy and Management

(OPM) FY 19 and 20 budgets have zeroed CEN's budget of $914,000 and $820,000, respectively, to cover the costs of equipment replacement. John Vittner stated that he has reached out to his colleagues at OPM regarding the funding reductions. He pledged to work with Mark and Ryan to pursue funding for CEN's capital replacement needs over the next biennium. John strongly suggested having a comprehensive, five-year replacement plan in place to provide detailed justification for funding requests.

Mark shared with the Commission members some of the contingency approaches to ensure proper refresh of the Network. These include the leasing versus purchasing of equipment as well as the pursuit of grant funding. Ken appreciated these options and encouraged the Commission to state formally its support of full funding to cover the capital replacement costs that Ryan has shared, given that the budgeting process is still underway. Mark acknowledged the recommendation and asked Ryan to provide the specifics of his refresh request in order for the Commission to make an informed statement about the need.

Moving on to a discussion of the [Draft CEN Strategic Plan](), Ryan provided an overview of the contents and process in drafting the document. He stated that representatives of the Network's core constituents — schools, libraries, higher education, and government — participated in the discussion, drafting, and review that went into the Plan. He indicated that every component and suggestion in the Plan comes from one or more members. Key themes include the introduction of services that members find valuable as well as empowering the Network's constituencies with the information they need to communicate its value.

Bart suggested that the Plan include an executive summary, including the Network's purpose (function and constituents it serves), goals, and the "ask" or articulation of support needed. Nick requested that the Plan remind readers that the Network was developed as a public asset to connect schools and libraries. Other members acknowledged this point but also looked to frame CEN as encouraging economic development on behalf of the State, citing the decision of Jackson Laboratories to establish its facility in Farmington based partly on the broadband capacity offered by CEN. To reflect the benefits to CEN broad diversity of constituents, John Elsesser and others suggested renaming CEN. Michael suggested adding a section that clarified how the Network differs from commercial carriers in its collaborative, cooperative approach to providing broadband services.

Ryan welcomed feedback from the Commission members to finalizing the draft Strategic Plan. He specifically encouraged them to share use cases of how the Network has served their constituents to build awareness of these benefits. Revisions will take place over the next month or so, with the goal of sharing the final Plan at the May 10 CEN Conference. Mark tied together some of the threads of conversation by noting that many educational, research, and civic activities could not take place without the

Network. With changes in technology, such as the Governor's support of 5G cellular expansions in the state (see HB 7152) and the accompanying need for backhaul capabilities, the Network stands poised to support all aspects of learning and citizenry, growing to support these expanding needs.

Ryan summarized some of the other high points in his printed brief. He noted the incremental growth of the managed firewall service through awarded E-rate bids. The Network is collaborating with about a dozen universities and regional education networks (RENs) to submit a grant proposal to the National Science Foundation (NSF) to provide for the large-scale computing and big data transfer needs of these institutions. In Connecticut, the University of Connecticut and Yale University are working with CEN on this effort. Ryan will provide updates on award decisions and next steps. He stated that these types of opportunities have the potential to "bend and stretch" CEN to allow for future growth.

Regarding outreach activities, the "CEN Broadband Toolkit Workshop" took place February 22, addressing the needs of the library community. The CEN Annual Conference is approaching, with 42 workshop submissions for 27 slots. Ryan indicated that those proposals that are not awarded could become the basis for quarterly professional development sessions through CEN's outreach series. As in prior years, Commission members receive complementary admission to the Conference in appreciation for their service.

Following an overview of DDoS attacks, a number of members suggested ways to communicate the value of CEN's mitigation services. Bart Stanco recommended not just sending reports to affected institutions but also asking affected districts and towns for specifics about the time and nature of the attack to help predict future incidents. Michael, Ken, and Nick agreed with this suggestion and emphasized the importance of articulating the business value of DDoS protection. They cited professional organizations such as CAPSS, CABE, and the Connecticut Association of School Business Officers (CASBO) as partners to help communicate this message. Tom Dillon asked if the education community had estimated the cost of DDoS attacks, given that these types of calculations exist in other market segments. Ryan estimated that DDoS protections provide a cost avoidance of at least $10 million annually but noted that no formal study has taken place. He welcomed research and resources from the members and their organizations to help articulate the value of CEN's DDoS mitigation services.

Digital Learning Advisory Council Report

Nick, who serves as the Chair of the Digital Learning Advisory Council, provided a few updates from the February 4 meeting of that group. He noted that members have access to the full meeting minutes. In addition to the ISTE standards posted on the Commission Web site (www.CT.gov/ISTE), the group discussed social media and online monitoring. As context, Nick described incidents of school violence, after which education leaders conduct a review of e-mails, postings, and other electronic artifacts to look for prior indications of a planned attack or harassment. Solutions that many districts use today allow for artificial intelligence to flag potentially concerning e-mails and posts, directing these to school leaders for investigation and intervention. They use these tools to detect bullying and other threats to students. Given the role of districts as mandated reporters to law enforcement and agencies such as the Department of Children and Families (DCF), questions persist as to schools' liability to track and report on such instances. Nick cited some "false positives," instances in which potentially alarming language in an e-mail or post did not really constitute a threat to the educational environment. He emphasized that the effective use of these monitoring tools points again to the need for staff training around digital literacy and citizenship.

The Digital Learning Advisory Council also recommended a study, report, or white paper on the potential impact of fifth-generation (5G) cellular technology on schools. As districts build multi-year plans that depend on technology, providing guidance to these institutions fits within the Commission's purview. Doug added that districts should consider scenarios, made possible through 5G and other emerging technologies, in which students no longer need to use school networks. Districts should consider the policy and operational implications of students using alternative networks. The topic of 5G and its implications ties to the earlier discussion on social media and e-mail monitoring, in which student and staff activities, conducted as part of everyday learning, no longer fall under the oversight and control of district networks and systems.

Infrastructure Advisory Council Report

The members of the Infrastructure Advisory Council met on February 5, with minutes posted on the Commission's Web site. Tom Dillon, the Council Chair, shared updates on a few topics, beginning with the need for shared technology planning and inventory resources. School, library, university, and municipality technology professionals often look for advice from peers around technology plans and purchasing. The Advisory Council members shared their own experiences with online "communities of practice" that facilitate sharing among participants. The group recommended exploring use of the LearnPlatform as a means of supporting technology planning. Doug has already begun discussions with LearnPlatform's product team about how to support this need, with future product releases providing advanced crowdsourcing and planning features.

E-rate Report

Members of the Infrastructure Advisory Council also discussed the draft E-rate report and the recommendations that the final document should contain. Tom summarized the discussion by pointing to two approaches: encouraging the use of consultants, given the difficulty of using the E-rate program; and developing common bidding tools that would benefit all schools and libraries. On this second topic, the Advisory Council and Commission members discussed the benefits of developing a request for proposal (RFP) for consulting services. Discussions with school technology leaders indicate that some providers of E-rate services do not charge consistent rates among clients, so developing a state bid list should provide more transparent and uniform pricing. The procurement tools provided by DAS might afford the right platform for a common list of E-rate consulting services.

Prior to the full Commission meeting, Doug shared a summary of recommendations, which address efficiencies in procurement as well as outreach to increase participation in the E-rate program. These proposals include having a master contract (470) to reduce procurement burden; consortium pricing, which exists for Connecticut libraries; and state funding to offset the local match, which other states provide. Several members noted the significant role of Maria Bernier of the Connecticut State Library (CSL) to provide support and streamline filing for her constituents. Michael noted that the CSL has effectively identified and guided libraries through common use cases, connection types that are easy to replicate. He and others encouraged the development of filing templates to support these common circuit and wireless needs.

In terms of outreach and training, Ken suggested developing a series of Webinars for the educational community, along with support materials posted to the CSL and Commission Web sites. Other suggestions include sharing the final E-rate report with state leaders, the Federal Communications Commission, Connecticut's Congressional delegation, and relevant professional associations (e.g., CABE, CASBO, CAPSS, etc.) through presentations, journals, and events.

Doug thanked the members for their collective input on this important topic. He would consolidate the recommendations into a final report for release to the groups noted above.

Libraries and the Digital Divide
Mark shared that he and Michael had previously spoken and agreed to table, for this meeting, the topic of libraries' impact on supporting digital access and literacy.

Public Comment
While the Commission always welcomes members of the public to attend and offer their opinions and insights, none in attendance had comments to share.

Scheduled 2019 Meeting Dates
The Commission's scheduled meeting dates for the remainder of 2019 are as follows:

Monday, June 3
Monday, September 9
Monday, December 2

Adjournment
As Mark entertained a motion to adjourn, Nick offered the first, Bill a second, and the motion passed unanimously with no abstentions. The meeting adjourned at approximately 3:00 PM.

Respectfully submitted,

Douglas Casey
Executive Director
Connecticut Commission for Educational Technology
55 Farmington Avenue
Hartford, CT 06105
(860) 622-2224
Doug.Casey@ct.gov
www.ct.gov/ctedtech