



Leadership Advisory Council 2017-2018



Date: August 11, 2017

To: Leadership Advisory Council Trusted Learning Environment (TLE) Focus Group

From: Frankie Jackson, on Behalf of the Leadership Advisory Subcommittee

Subject: Notes from the Leadership Advisory TLE Focus Group Meeting Conducted **August 11, 2017**

The Texas K-12 CTO Council Leadership Advisory subcommittee hosted a Trusted Learning Environment (TLE) focus group meeting on Friday, August 11, 2017 from 10 a.m. to 11:00 a.m. The group used the council’s zoom call in number to host the call. The participants in the TLE group are as follows:

First Name	Last Name	E-Mail Address	District
Greg	Grimes	ggrimes@mckinneyisd.net	Mckinney ISD
Reo	Pruiett	rpruiett@cftexas.org	Educate Texas
Brad	Ricks	Bradley.Ricks@killeenisd.org	Killeen ISD
Mike	Wallace	mwallace@c-isd.com	Cleburne ISD
Cindy	Bingman	cdbingman@aldineisd.org	Aldine ISD
Byron	Kolbeck	KolbeckB@lisd.net	Lewisville ISD
David	Koonce	koonced@lisd.net	Lewisville ISD
Dennis	Telas	dennis_telas@roundrockisd.org	Round Rock ISD
Valdez	Miguel	miguel.valdez@nisd.net	Northside ISD
Stephen	Bell	sbell2@kleinisd.net	Klein ISD
David	LaPlante	David.LaPlante@cfisd.net	CyFair ISD
Karen	Fuller	Karen.Fuller@houstonisd.org	Houston Independent School District
Jennifer	Miller	Jennifer.Miller@cfisd.net	CyFair ISD
Melissa	Oshman	Melissa.oshman@nisd.net	Northside ISD
Frankie	Jackson	FrankieJ.Jackson@cfisd.net	CyFair ISD

The following is a summary of the raw notes taken during the call.

- 1) This is a TLE focus group startup call mainly for introductions and goal setting.
- 2) Everyone introduced themselves and talked about where they are in their TLE journey. Everyone articulated what their interest and goal is for participating with the focus group.
 - Frankie Jackson - CFISD - wants to build a Trusted Learning Environment.
 - Greg Grimes - McKinney ISD – wants the TLE seal in this school year - Certification in 2018 - kicking things off next week - presenting info to the cabinet. He is talking about why he is submitting for the seal. Plan to create a one page summary.



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Trusted Learning Environment**

- Dennis from Round Rock - is a TLE recipient - took a year to get the seal. From getting everyone involved to convocation with Superintendent supporting the process. Their stakeholders, including Dell, is asking about student data privacy policies. Jumped in headfirst - got the right people in the room at the right time. Worked with great people. Greenbay helped them. FERPA and SHERPA. Their plan / goal is trying to hire a security specialist. This is a job for 1 person. Need someone to fill the position. They have 978 web applications that teachers are using.
- David Koonce - Lewisville ISD with Brian - Their path started with their technology plan. Their focus was on practices outside of the TLE. They were trying to self-assess themselves in the student privacy and the cyber security framework. Felt the TLE was the best approach. Presented the TLE to the board and leadership team. Had a webinar with CoSN. Recognized that everyone in the district to get involved. Had the support of the leadership team. Worked on the application. Was working on a data sharing agreement. This allowed them to merge the two together. They were going to do the TLE whether they got the TLE seal or not. Created their own action steps.
- Karen Fuller - Houston ISD - started last Spring and started back up again. Needs examples of formats. Has buy in from Stakeholders. Need to meet with other departments. Would like a structure or examples. Wants to know what type of evidence they used. Lewisville built a portfolio that aligned to the various frameworks. The CoSN application is not the most efficient. Have to put in artifacts then what the rationale illustrated that they are carrying out the practice.
- Steve Bell - Klein ISD - In the process, started last school year. Priorities got shuffled around. Plan to start proposing to the chief learning officer. Then plan to present to the superintendent. In the same boat trying to figure out what to do when they do apply. Trying to figure out what all is entailed.
- Karen - looks like they grade the application. Do they come back and ask the district questions. They didn't get their grade. They just got a pass or fail. It took a while but they did get actual feedback on their submission.
- Lewisville and Round Rock - they did get some comparative score back. They did score themselves. They wanted an internal assessment tool. As they wrote their rational - they assessed and scored themselves. They used A B C D in each practice. Karen - likes the idea. Lewisville - as a team they did an assessment of each one. They then started asking themselves what they could do better.
- Miguel from Northside ISD - District information security officer - interested in accomplishing the TLE. Just want to find the best way to attack this. Wants to learn from Round Rock and Lewisville - wants to mirror the process - looking forward to the information.
- Mike Wallace - Cleburne ISD - Wants to jumpstart efforts. Wants to assess where they are. Doesn't want to reinvent the wheel. Wants to learn from the success of others.
- Cindy from Aldine ISD - at the beginning stages. Want to do whatever they can to get started.

The plan of action is the following:

1. Karen Fuller will get into the Council's Google Drive and create subfolders for each district. The focus group will drop documents in those subfolders. The folders in Google Drive will be arranged by types of documents (a folder) then by district.
2. The next TLE Cohort Opens in October 2017 - some may be ready and others may submit in the Spring. Last year was a three month window - November thru February.
3. The group talked about the new student data privacy law. The group agreed to research. Vendors need to be aware of the new law and help educating vendors.
4. David LaPlante from CyFair ISD is preparing a comparative matrix of NIST cyber security framework and TLE and he will share.
5. We will have the next call on Friday, August 18, 2017 at 11:30. Round Rock and Lewisville getting together and then present their plan (playbook).