



# Leadership Advisory Council

## 2017-2018

I. Leadership + Vision



Leadership + Vision



Ethics + Policies



Strategic Planning

**Focus on the  
Trusted Learning Environment**

Date: December 1, 2017

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

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

Subject: Minutes for the Leadership Advisory TLE Focus Group Meeting Planned for December 1, 2017

**Attendees: Frankie Jackson, Jennifer Miller, Cindy Bingman, David Koonce, James Watson, Dennis Telas, Greg Grimes, Karen Fuller, James Cook, Bryon Kolbeck**

The Texas K-12 CTO Council Leadership Advisory subcommittee hosted a Trusted Learning Environment (TLE) focus group meeting on Friday, December 1, 2017 from 11:00 a.m. – 12:00 p.m. The group used the council's zoom call in number to conduct the call. Frankie Jackson served as the facilitator for the meeting. Jennifer Miller kept notes! The following topics were discussed.

1. Announcements and news:
  - CyFair's Security Specialist resigned. His last day was November 30th. We are looking for a candidate.
  - James Watson from Leander has joined the group.
2. At the last meeting, we discussed how we respond to Stakeholders and Associations when asked about how school districts should be securing their environment. David Koonce provided this [document](#) as a start. The group suggested making a position statement from this document as an initiative of the Texas K-12 CTO Council and make it available on the council's alliance webpage. Frankie had the action to discuss this with the Board. She believes she talked about it and received approval to post on the website. Frankie suggests finalizing the document and getting it posted in January 2018 before the TASA / Texas K-12 CTO Council winter meeting.
  - Link was shared and edits have been requested. Finalize position statement this month. The position statement will be shared at the Winter meeting and once approved posted on the website.
3. Steve Smith, the TLE trainer that we've been working with to develop training for our TLE focus group will be asked to be the keynote speaker for our Texas K-12 CTO Council winter meeting. Let's make it all about TLE :)
  - Looking forward to his contribution.
4. Reviewed the TLE status tracking matrix. [THIS MATRIX](#) is being used to maximize our sharing of information to organize where each district is in the process of developing TLEs and applying for the TLE seal. Each district will status where they are in the process of building their TLEs.
5. CFISD is working to bring in a new set of tools to support Cyber security. eLock was introduced to the district. eLock is a monitoring system to look at district and employee information.
  - Leander is interested in a cyber security program as well.
  - McKinney conducts audits annually with different vendors. Information will be shared at the next TLE meeting.
  - While David LaPlante was with CFISD, an evaluation was completed with multiple products. Plan is to present a Cyber Security phishing type product along with a monitoring product to review the security status of the district.
6. Dennis Telas - Lynnette Attai has offered to visit and talk with our group through a webinar regarding a webinar and expectations. Dennis will check her availability for the Winter Meeting and then participate at the TASA conference.



# Leadership Advisory Council 2017-2018

I. Leadership + Vision



Leadership + Vision



Ethics + Policies



Strategic Planning

**Focus on the  
Trusted Learning Environment**

Additional meetings could be planned for the weekend as well. Wisconsin and New Jersey are also focusing on TLE. Dennis will take the action to communicate with Lynnette. Bryon suggested that we need to ensure we have room availability after the Student Data Privacy meeting. Dennis will get back with the team regarding necessary arrangements.

### Standing Action Item

Each district's action is to continue working on the matrix in each of the 25 TLE areas indicating where the district is in terms of preparation. Information may include artifacts, rationale, areas for improvement, new ideas, best practices, where help is needed, links to information, etc. As the group works through the matrix, more ideas about how to manage the focus group's efforts will evolve. Individual folders for each district are now available. The subfolders for each district are under the TLE Focus Group under the Texas K-12 CTO Council google drive. See this [folder](#) to make updates.

### **Zoom Meeting Call In Numbers:**

Hi there,

Texas K-12 CTO Council is inviting you to a scheduled Zoom meeting.

Topic: TLE Focus Group Meeting

Time: Dec 15, 2017 11:00 AM Central Time (US and Canada)

Join from PC, Mac, Linux, iOS or Android:

<https://zoom.us/j/707368508>

Or iPhone one-tap :

US: +16468769923,,707368508# or  
+16699006833,,707368508#

Or Telephone:

Dial(for higher quality, dial a number based on your current location) :

US: +1 646 876 9923 or +1 669 900 6833 or +1 408 638 0968

Meeting ID: 707 368 508

International numbers available:

<https://zoom.us/join?j=707368508>  
<https://zoom.us/join?j=707368508>

