**Agenda**

October 20, 2026
School Board of Manatee County
Workshop - 10:00 AM
Walter Miller School Support Center
Board Room

Times Indicated are Approximate

## 1. CALL TO ORDER

## 2. AGENDA AMENDMENTS

## 3. PUBLIC COMMENTS

Public comment is not an open forum to discuss matters unrelated to education, to support or oppose candidates for public office, or to engage in commercial speech attempting to sell a service or product to the School Board or public. Also, public comment is not a forum to attack individual school system employees or Board Members. Any such complaints should be submitted in writing to the Superintendent for appropriate handling. Finally, this is not a forum for addressing issues involving individual students. Because of privacy concerns, such issues should be submitted in writing to the Superintendent for appropriate handling. Each speaker is allowed three minutes to address the Board. Speakers must stand at the podium and not approach the dais.

This is a business meeting of the School Board and the public expects that we conduct it in an orderly, efficient, effective and dignified manner. We request that speakers keep this in mind when making your comments. We also request that the audience keep that in mind and not demonstrate approval or disapproval of what a speaker has said by clapping or booing. The Board appreciates the public's input and will listen attentively, consider each comment, and usually will not respond, enter into debate, or answer questions during comments on agenda items or during the public comments section.

**PUBLIC INPUT INSTRUCTIONS:**
1. Before you begin speaking, please provide any handouts to the Agency Clerk.
2. Please identify yourself only by your full name for the record.
3. You have no more than three minutes to speak. Please stop speaking when the bell rings.
4. Florida Law requires all citizens to conduct themselves in an orderly fashion at public meetings.
5. **WARNING:** Any individual who interferes with the expeditious or orderly process of a School Board meeting, will be subject to removal from the meeting pursuant to Section 1001.372(3) Florida Statutes at the discretion of the Chair. Orderly fashion is deemed as, at a minimum (1) no profanity (2) no vulgar language (3) no discourteous, disrespectful, or disparaging conduct.

## 4. WORKSHOP

1. Discussion of Proposed Revisions to the Citizen Financial Audit Committee Charter
2. Information Technology Update October 20, 2026

## 5. ADJOURNMENT

**AGENDA ITEM NO. 4.1**

**School Board of Manatee County**
**October 20, 2026 - Workshop**

**Title**
Discussion of Proposed Revisions to the Citizen Financial Audit Committee Charter

**Executive Summary**
The School Board recognizes that provisions of the CFAC Charter should be reviewed and amended from time to time to provide greater clarity regarding the composition of the Committee, the qualifications required of CFAC Members, and the requirement that CPA Members outnumbering non-CPA Members when establishing a quorum for meetings and voting by the Committee. Meetings should not proceed if there are not more CPA Members present.

A copy of the current CFAC Charter (revised on October 7, 2025) is attached.
A red-line version of the CFAC Charter with proposed amendments for approval is attached.

**Contact**
Rachel Sellers
Deputy Superintendent Business Services

Attachments:
CFAC Charter - Revisions - REDLINE
CFAC Charter - Revisions - CLEAN

# CITIZEN FINANCIAL AUDIT COMMITTEE CHARTER
## School District of Manatee County, Florida
## Revised October 7, 2025

*School Board Approved on October 27, 2026~~October 7, 2025~~*

## PURPOSE

The purpose of the Citizen Financial Audit Committee ("CFAC") is to assist the Manatee County School Board ("School Board") in providing oversight of the internal and external audit functions (See Sales Surtax and One-Mill referendum for additional missions). The CFAC will advise the School Board in the following areas: review the scope and plan of the external and internal audits; recommend the continuation of services of the internal and external auditors; review corrective action plans and necessary improvements based on audit findings and recommendations received from internal and external auditors; and assist ~~to maintain~~in maintaining open communications between the selected auditors, the School Board, and the District's administration. As part of its mission, the CFAC may review non-confidential reports from cybersecurity and information technology consultants hired by the School District.

The CFAC is not charged with any fiscal responsibilities of the School District. The School Board and the Superintendent retain all responsibility for the financial condition and decision-making in all matters of policy and operation. The CFAC is not responsible for the outcome of internal and external audits. Additionally, the CFAC is not responsible for any consequences associated with fraudulent activities that may be uncovered during internal and external audits or in the course of otherwork completed.

## COMPOSITION OF COMMITTEE

The CFAC members are volunteers who will be appointed by the School Board. The CFAC members must be independent and not employees of the Manatee County School District or employees of the appointed internal and external CPA firms or otherwise have a continuing conflict of interest with the School District. A Committee member shall be deemed independent if the member is compliant with Chapter 112, Part~~Park~~ III, Florida Statutes, and the Code of Ethics for Public Officers and Employees. Committee members must be residents of Manatee County. The School Board shall make efforts to appoint CPAs (active, ~~inactive, or~~inactive, or retired) or persons with significant employment experience in school district, ~~governmental~~governmental, ~~and/ or business~~ financial operations.

The Committee will consist of three (3) to nine (9) members, with the majority being CPAs (active, inactive, or retired). Members who are not CPAs must have ~~or those with~~ significant employment experience in school district or, ~~government~~al~~, and/or business~~ financial operations. Any currently serving member who does not qualify for membership shall be grandfathered into

membership but shall not serve as the Chairman or Vice-Chairman of the Committee. In the event of a tie vote of the CFAC, the school board member liaison shall cast the ~~tiebreaking~~ tie-breaking vote. The terms of the members will coincide with the School District's fiscal year ending June 30th. All terms will be for three (3) years, and Committee members may be appointed to serve consecutive terms. Should a vacancy occur on the Committee, the School Board may appoint a replacement to fill the vacancy for the remainder of the vacant term. Anyone interested in filling a vacancy will be interviewed by the Chairperson of the CFAC ~~-~~and the School Board member Liaison to the CFAC before being presented to the School Board for appointment.

CFAC ~~-~~members are subject to the Florida Sunshine and Public Records Laws, and members will be required to attend an informative training session about the Florida Sunshine and Public Records Laws within a ~~a~~reasonable time after their initial appointment. CFAC members may be removed by the School Board for any of the following reasons: resignation by the member; lack of attendance (misses 3 consecutive meetings without communication with the CFAC Chair); violation of the independence rules, CFAC Charter, and/or the Florida Sunshine and Public Records Laws; or for any reason as determined by the School Board.

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**ADMINISTRATIVE**

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The CFAC ~~-~~will meet as the need arises and will report to the School Board after each meeting.

A majority of the Committee membership shall constitute a quorum. All decisions shall be made by a majority of a quorum present at a meeting. The CFAC will select the Chairman and Vice Chairman annually from the CPA members.

The School Board will provide such administrative support as is necessary for the CFAC ~~-~~to perform its assigned tasks. Requests for information, outside of ~~regularly~~ scheduled audits, shall be approved by a majority of the CFAC. Once approved, the Chair of the CFAC shall communicate ~~that~~ the request in writing to the School Board member liaison ~~to~~ of the committee.

CFAC members will be assigned a School District email account that must be used for all Committee communications and may not be used for non-committee personal mailings.

The CFAC members will not conduct "fieldwork" or other types of auditing, legal, or accounting reviews or procedures on their own. Requests for information from the District staff, as part of the work by the CFAC, should only be made by the auditors and not directly from the CFAC members.

With a majority ~~vote of~~vote of the CFAC, all audit reports by internal and external auditors shall be recommended for approval to the School Board. The School Board shall take action on CFAC recommendations at future regular school board meetings.

The CFAC meeting agendas and minutes of the meetings will be ~~provided to the School Board and the District's Agency Clerk for posting~~ posted on the School District's website~~.~~ CFAC meetings will include time for Public Comment, and the CFAC will follow the public comment operating procedures established by the School Board for School Board meetings.

Periodically, the CFAC may review its Charter and submit any recommended changes to the School Board for approval.

## EXTERNAL AUDIT SERVICES

The CFAC will meet with the external auditors after interim fieldwork to discuss risk assessment, audit scope, and any known potential reporting problems or issues. After the completion of the audit fieldwork, the CFAC will meet with the external auditors to discuss drafts of the audited financial statements, reports on internal control and compliance, and management letter comments before presentation to the Board and issuance. The CFAC will report to the School Board on acceptance of the audit and related reports and review any corrective action plans developed by the District's staff.

**Option 1:** Upon request of the School Board, the CFAC may evaluate the work of the external auditors and make a recommendation to the School Board to continue their services for the remainder of any contract term or to terminate their contract.

**Option 2:** ~~The CFAC will evaluate the work of the external auditors and make a recommendation to the School Board to continue their services for the remainder of any contract term or to terminate their contract.~~

The CFAC will review and make a recommendation on whether the School Board should approve any proposed non-audit services by the District's external auditor.

## INTERNAL AUDIT SERVICES

The internal audit function may include both in-house internal auditor(s) and a contracted internal audit firm.

The CFAC will review the results of internal audit activities, reports, and significant recommendations and findings as needed. The CFAC will report periodically to the School Board on such matters. The CFAC will review the long-range and annual internal audit plans to ensure that high-risk areas and key control activities are periodically evaluated and tested. The CFAC may also make recommendations to the School Board for internal auditors to perform special studies or investigations based on identified risk assessments and areas needed for improvement.

The CFAC will evaluate the work of the internal auditors (in-house internal auditors and contracted internal audit firm) and make a recommendation to the School Board to continue their services for the remainder of any contract term or to terminate their contract.

## INFORMATION TECHNOLOGY CYBERSECURITY

**Question: Delete or Edit?**

The CFAC may receive non-confidential reports from information technology cybersecurity consultants and District staff. These reports will not include specific information that could compromise the security of the physical and/or virtual information technology of the District.

The CFAC may make recommendations to the School Board for information technology cybersecurity consultants to perform special studies or investigations based on identified risk assessments and areas needed for improvement.

The CFAC will evaluate the work of the information technology cybersecurity consultants and can make a recommendation to the School Board on whether to continue their services or not renew their contract.

## MISSION - SALES SURTAX

An additional mission of the CFAC is to perform the procedures listed in School Board Resolutions 2016-03 and 2016-10. On November 8, 2016, the voters of Manatee County approved the extension of the existing school one-half cent sales surtax for capital outlay for educational facilities for fifteen (15) additional years, from January 1, 2018, to ending on December 31, 2032. The above Resolutions charged the CFAC with review of the collection and proper use of the funds raised through the extension of the sales surtax.

## MISSION – ONE MILL REFERENDUM

An additional mission of the CFAC as constituted in School Board of Manatee County, Florida, ("School Board") Resolution 2017-11 is to provide oversight to ensure proper fiscal stewardship of operating funds provided by the Special Election approving a millage increase in the school ad valorem tax as provided by Section 1001.73(2) of the Florida Statutes and future extensions of the additional millage.

The CFAC shall issue a recommendation to the School Board regarding the one mill annual report no later than ninety (90) days after the School Board accepts the ACFR.

~~The CFAC shall issue an annual report no later than ninety (90) days after the School Board accepts the Annual Comprehensive Financial Report (ACFR) to ensure proper fiscal stewardship of the funds generated by the additional ad valorem taxes. Also, the Committee shall identify relevant outcomes and report results to the community.~~

**Keep or Delete:** The Committee shall include a review of the use of referendum funds by the public charter schools.

The School Board has pledged that the revenues generated by the additional millage for operational purposes shall be used for: school safety and security; recruiting and retaining teachers and staff; student achievement through more instructional time and supports; early literacy programs; career and technical education; STEM, visual and performing arts, athletics; and to support public charter schools as required by law. The money shall only be used for the purposes listed above.

It is the CFAC's charge to verify, comment, and report compliance with the School Board's pledge of the use of the funds from the Ad Valorem Millage Election. The School Board will provide administrative support and access to information and/or data as is necessary for the CFAC to perform its assigned tasks. Beginning in the 2024/25 fiscal year, the School Board shall engage independent auditors to audit the use of the additional millage funds, and the audit results shall be provided to the CFAC as part of the Committee's review and ~~oversite~~ oversight of proper use of the millage funds, and the CFAC shall meet and cooperate with said ~~auditors~~ auditors. The CFAC shall provide guidance and oversight of the Internal Auditor's production of an annual report to satisfy the legal requirements of the above Resolutions.

## AUDITOR SELECTION COMMITTEE

(1) Overview:

The ~~CFOC~~ CFAC shall have a subcommittee known as the Auditor Selection Committee whose purpose is to comply with the Auditor selection procedures required in Florida Statute 218.391, as the same may be amended over time. Only CPA members of the CFAC and one School Board member may serve on this subcommittee. ~~All members of the CFOC may serve on the subcommittee if they desire, but are not required, and the~~The minimum size of the subcommittee shall be no less than two (2) members of the CFAC and one (1) member from the School Board. The School Board member shall serve as the chair of the committee. A majority of the committee shall serve as a quorum.

While the primary purpose of the Auditor Selection Committee is to assist the School Board in selecting an auditor to conduct the annual financial audit required in Section 218.39, the committee, upon request of the School Board, may also assist in selecting other auditors or auditing services being considered by the School Board.

The subcommittee is subject to all sunshine and public records laws, and the public may not be excluded from the committee's proceedings.

(2) The Auditor Selection Committee shall:

(a) ___Establish factors to use for the evaluation of audit services to be provided by a certified public accounting firm duly licensed under chapter 473 and qualified to conduct audits in accordance with government auditing standards as adopted by the Florida Board of Accountancy. Such factors shall include, but are not limited to, the ability of personnel, experience, ability to furnish the required services, and such other factors as may be determined by the committee to be applicable to its particular requirements.

(b) ___Publicly announce requests for proposals. Public announcements must include, at a minimum, a brief description of the audit and indicate how interested firms can apply for consideration.

(c) ___Provide interested firms with a request for proposal. The request for proposal shall include information on how proposals are to be evaluated and such other information the committee determines is necessary for the firm to prepare a proposal.

(d) ___Evaluate proposals provided by qualified firms. If compensation is one of the factors established pursuant to paragraph (a), it shall not be the sole or predominant factor used to evaluate proposals.

(e) ___Rank and recommend in order of preference no fewer than three firms deemed to be the most highly qualified to perform the required services after considering the factors established pursuant to paragraph (a). If fewer than three firms respond to the request for proposal, the committee shall recommend such firms as it deems to be the most highly qualified.

(f) ____Perform any other actions as required under Florida law.

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*School Board Approved on October 27, 2026*

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(f) Perform any other actions as required under Florida law.

**AGENDA ITEM NO. 4.2**

**School Board of Manatee County**
**October 20, 2026 - Workshop**

**Title**
Information Technology Update October 20, 2026

**Executive Summary**
Mr. Scott Hansen, Chief Technology Officer, will present the Information Technology update to the Board.

**Contact**
**Submitting Department:** Information Technology
**Initiated by:** Scott Hansen

Attachments:
Information Technology Annual Update 10.20.2026
2026-2031-District-Technology-Plan

# Information Technology Annual Update

Scott A. Hansen – Chief Technology Officer

School Board Workshop – October 20, 2026

# Property Records

ANNUAL PERFORMANCE OVERVIEW

## Student Records Requests, Transfers & Subpoenas 2025–2026FY

**Total Processed**
**13,644**
100% fulfilled rate

**Direct Orders**
**10,366**
76% total share

**Transfers**
**3,202**
23% total share

**Subpoenas**
**76**
Legal requests fulfilled

**Peak Operational Month**
**August 2025**
1,856 orders
728 transfers

**Top Demand Breakout**
Students: 5,950 • Current Students: 2,339
Corporate: 1,721 • Legal: 356

# Property Records

QUARTER 1 TRACKING

## YTD 2026-2027FY Performance

| YTD Total | Orders | Transfers | Subpoenas |
|---|---|---|---|
| 4,318 | 3,030 | 1,288 | 35 |

### July 2026

**1,522**

Total Requests

| Orders | Transfers | Subpoenas |
|---|---|---|
| 1,169 | 353 | 5 |

### August 2026

Peak Month

**1,739**

Total Requests

| Orders | Transfers | Subpoenas |
|---|---|---|
| 1,134 | 605 | 16 |

### September 2026

**1,057**

Total Requests

| Orders | Transfers | Subpoenas |
|---|---|---|
| 727 | 330 | 14 |

**Q1 Subpoena Activity**

35 total subpoenas received, peaking in August (16). This is double the volume as compared to the same period in FY 2025–26.

APPLICABLE BOARD POLICIES & STATE STATUTES

**Rule 6A-1.0955 F.A.C. • F.S. 119 • F.S. 1002 • GS1-SL • GS7 • FERPA • Board Policy PO8310 • Board Policy PO8320**

# Printing Services

**6.4M** FY26 Jul. - Sep. → **6.9M** FY27 Jul. - Sep. **≈8%** Volume Growth

Anticipated FY27 Volume: **22.4M**

20.75M (FY26)

13.9M (FY22)



## Exponential Value Delivery

Production volume surged from 13.9 million (FY22) to nearly 21 million (FY26) without proportional cost increases.



## Strategic Alignment

Operations are meticulously calibrated to save instructional staff time and stretch site-based budgets further.



## Technological Transformation

Manual workflows have been entirely replaced with web-to-print automation and real-time machine to storefront & customer communication.



## Cost-Optimized Ecosystem

A tiered printing ecosystem drastically reduces district costs compared to decentralized desktop printing.



## Data-Driven Transparency

Dashboard tools provide leadership with unprecedented, real-time visibility into print spending.

# Information Technology: 2025 - 2026

## Total Tickets Opened: 30826

## Total Tickets Resolved: 30591

## Overall Resolution Rate: 99.2%

# Information Technology: July – September 2026

## Total Tickets Opened: 13379

## Total Tickets Resolved: 13213

## Overall Resolution Rate: 98.7%

# High Priority Schools: 2025-2026

Opened: 1561

Resolved: 1549

Resolution Rate: 99.2%

Out Of SLA: 97

# High-Priority Schools: 2026-2027

| Elementary | Middle | High |
|---|---|---|
| Ballard Elementary<br>Bayshore Elementary<br>Blackburn Elementary<br>Daughtrey Elementary<br>Manatee Elementary<br>Oneco Elementary<br>Prine Elementary<br>Rogers Garden Elementary<br>Samoset Elementary | Lee Middle<br>Sugg Middle | Bayshore High<br>Manatee High<br>Palmetto High<br>Southeast High |

# High Priority Schools: July – September 2026

Opened: 667

Resolved: 654

Resolution Rate: 98.05%

Out Of SLA: 29

# Regional Performance: July – September 2026

| Region | Opened Tickets | Resolved Tickets | Resolution Rate |
|---|---|---|---|
| North | 870 | 864 | 99.31% |
| South | 961 | 867 | 90.22% |
| East | 1982 | 1923 | 97.02% |
| West | 1150 | 1128 | 98.09% |

# Service Area Performance: July – September 2026

| Departments | Opened Tickets | Resolved Tickets | Resolution Rate |
|---|---|---|---|
| Data Center | 2241 | 2184 | 97.46% |
| Network Services | 1383 | 1350 | 97.61% |
| IT Support & Solutions | 1176 | 1145 | 97.36% |
| Application & Training | 723 | 683 | 94.47% |
| Business Systems | 503 | 462 | 91.85% |
| Property Records | 284 | 221 | 77.82% |
| Printing Services | 225 | 221 | 98.22% |
| SIS<br>Student Information Services | 1092 | 1034 | 94.69% |
| Systems and Programing | 499 | 473 | 94.79% |

# SDMC - Business Systems

**A** · who to compare: Business System Services · date range (by ticket created date): 7/1/2026 – 10/9/2026

Business System Services · Jul 1, 2026 – Oct 9, 2026

vs

**B** · who to compare: Agitech · date range (by ticket created date): 7/1/2025 – 10/9/2025

Agitech · Jul 1, 2025 – Oct 9, 2025

| Tickets | SLA met | Median time to resolve | Resolved same day (within 8 h) |
|---|---|---|---|
| 441 (A) vs 93 (B) | 93.7% (A) vs 51.6% (B) | 20.6 h (A) vs 6.6 days (B) | 39.5% (A) vs 1.1% (B) |
| +348 (+374.2%) · A vs B | +42.0 pts · A better | -5.7 days (-87%) · A better | +38.4 pts · A better |

## What the numbers say

Written from the selections above. It updates when you change A, B, the dates or the filters.

| Topic | What it says |
|---|---|
| Bottom line | A (Business System Services) did better on 5 of 5 service measures. |
| Volume | A (Business System Services) handled 441 tickets (Jul 1 – Oct 9, 2026) vs. 93 for B (Agitech) (Jul 1 – Oct 9, 2025), up 374.2%. |
| Service level | A met SLA on 93.7% of tickets vs. 51.6% for B, 42.0 points higher. |
| Speed | Half of A's tickets were resolved within 20.6 h, vs. 6.6 days for B (87% faster). |
| Same day | 39.5% of A's tickets were resolved the same day (within 8 hours), vs. 1.1% for B. |
| Backlog | At the end of its period A had 0 tickets still open (0 older than 7 days); B had 19 (16). |

## Support groups in this comparison

Select a row, then press the button below

| Support group | A tickets | B tickets |
|---|---|---|
| Business System Services | 441 | |

## Technicians who worked these tickets

Select a row, then press the button below

| Technician | A tickets | B tickets |
|---|---|---|
| [redacted] | 146 | 10 |

## All measures, A vs B

Better is shown for rate and speed measures only, since counts depend on how long each period is

| Area | Measure | A | B | A – B | % change | Better |
|---|---|---|---|---|---|---|
| Volume | Tickets | 441 | 93 | +348 | +374.2% | |
| | Tickets per working day | 6.0 | 1.3 | +4.8 | +374.2% | |
| | Open at end of period | 0 | 19 | -19 | -100.0% | |
| | Open more than 7 days | 0 | 16 | -16 | -100.0% | |
| Service level | SLA met | 93.7% | 51.6% | +42.0 pts | | A |
| | SLA breached | 28 | 45 | -17 | -37.8% | |
| | Resolved same day | 39.5% | 1.1% | +38.4 pts | | A |
| Speed | Median time to resolve | 20.6 h | 6.6 days | -5.7 days | -87.0% | A |
| | Average time to resolve | 2.9 days | 15.5 days | -12.6 days | -81.5% | A |
| | 90% resolved within | 6.9 days | 31.7 days | -24.8 days | -78.2% | A |
| Activity window | First ticket | Jul 1, 2026 | Jul 1, 2025 | | | |
| | Latest ticket | Oct 8, 2026 | Oct 9, 2025 | | | |

# Service Maintenance Providers: July – October

**A** · who to compare: Metaformers · date range (by ticket created date): 7/1/2026 – 10/9/2026

Metaformers · Jul 1, 2026 – Oct 9, 2026

vs

**B** · who to compare: Agitech · date range (by ticket created date): 7/1/2025 – 10/9/2025

Agitech · Jul 1, 2025 – Oct 9, 2025

| Tickets | SLA met | Median time to resolve | Resolved same day (within 8 h) |
|---|---|---|---|
| 34 (A) vs 93 (B) | 64.7% (A) vs 51.6% (B) | 6.9 days (A) vs 6.6 days (B) | 17.6% (A) vs 1.1% (B) |
| -59 (-63.4%) · A vs B | +13.1 pts · A better | +8.0 h (+5%) · B better | +16.6 pts · A better |

## What the numbers say

Written from the selections above. It updates when you change A, B, the dates or the filters.

| Topic | What it says |
|---|---|
| Bottom line | A (Metaformers) did better on 3 of 5 service measures. |
| Volume | A (Metaformers) handled 34 tickets (Jul 1 – Oct 9, 2026) vs. 93 for B (Agitech) (Jul 1 – Oct 9, 2025), down 63.4%. |
| Service level | A met SLA on 64.7% of tickets vs. 51.6% for B, 13.1 points higher. |
| Speed | Half of A's tickets were resolved within 6.9 days, vs. 6.6 days for B (5% slower). |
| Same day | 17.6% of A's tickets were resolved the same day (within 8 hours), vs. 1.1% for B. |
| Backlog | At the end of its period A had 0 tickets still open (0 older than 7 days); B had 19 (16). |

## All measures, A vs B

Better is shown for rate and speed measures only, since counts depend on how long each period is

| Area | Measure | A | B | A – B | % change | Better |
|---|---|---|---|---|---|---|
| Volume | Tickets | 34 | 93 | -59 | -63.4% | |
| | Tickets per working day | 0.5 | 1.3 | -0.8 | -63.4% | |
| | Open at end of period | 0 | 19 | -19 | -100.0% | |
| | Open more than 7 days | 0 | 16 | -16 | -100.0% | |
| Service level | SLA met | 64.7% | 51.6% | +13.1 pts | | A |
| | SLA breached | 12 | 45 | -33 | -73.3% | |
| | Resolved same day | 17.6% | 1.1% | +16.6 pts | | A |
| Speed | Median time to resolve | 6.9 days | 6.6 days | +8.0 h | +5.1% | B |
| | Average time to resolve | 15.4 days | 15.5 days | -1.4 h | -0.4% | A |
| | 90% resolved within | 56.2 days | 31.7 days | +24.5 days | +77.2% | B |
| Activity window | First ticket | Jul 8, 2026 | Jul 1, 2025 | | | |
| | Latest ticket | Oct 6, 2026 | Oct 9, 2025 | | | |

## Support groups in this comparison

Select a row, then press the button below

| Support group | A tickets | B tickets |
|---|---|---|
| Metaformers | 34 | |

Open support group detail ↗

## Technicians who worked these tickets

Select a row, then press the button below

| Technician | A tickets | B tickets |
|---|---|---|
| [redacted] | 11 | 33 |

Open technician detail ↗

# The 3 Pillars of Successful Technology Implementation

## 1

## Installation

### Standardized Configuration

**Room Readiness:** Check mounting, power, network, visibility, & accessibility. Set approved connections, apps, and update settings.

Standardized panel heights for elementary & secondary grade levels.

**Acceptance & Handoff:** Test display, touch, audio, & teacher workflows. Records assets & register hardware.

## 2

## Training

### Education Consultant & Site Support

**During Installation:** Onsite Introductory training sessions.

**Post Installation:** Onsite & virtual coaching session & model specific trainings.

**IT Onboarding Training & Interactive Display Workshops:** IT Site Support Technicians & Engineers are trained on basic use & troubleshooting.

## 3

## User Support

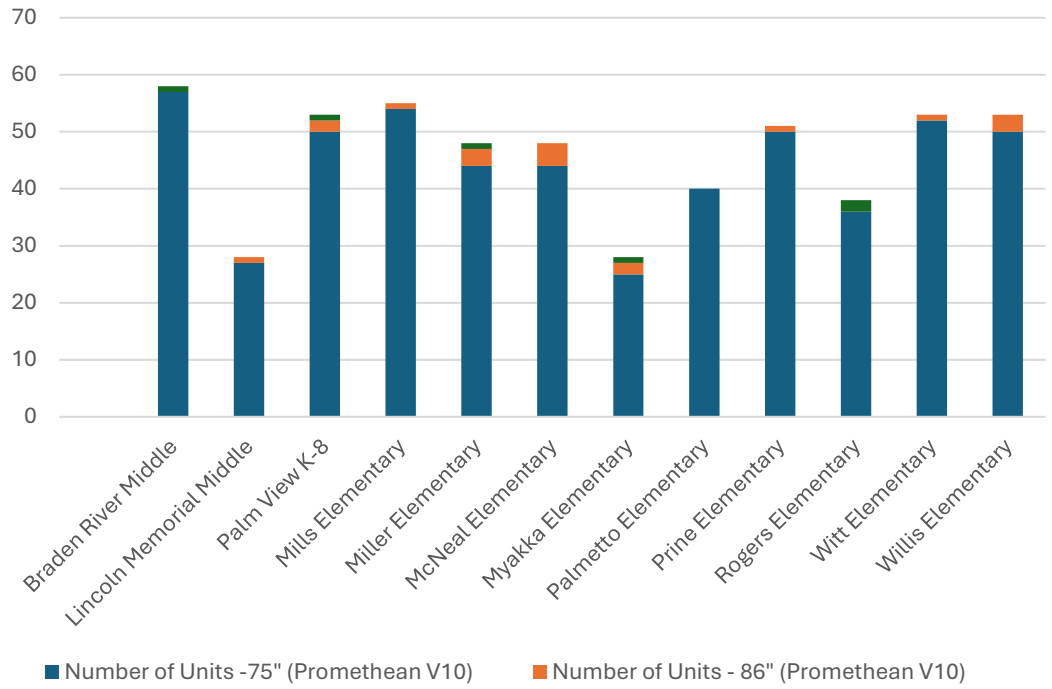
### A Clear Path to Support

**Support:** Onsite triage support provided by trained IT Site Support Technicians with reliable escalation methods.

# Site Support Services

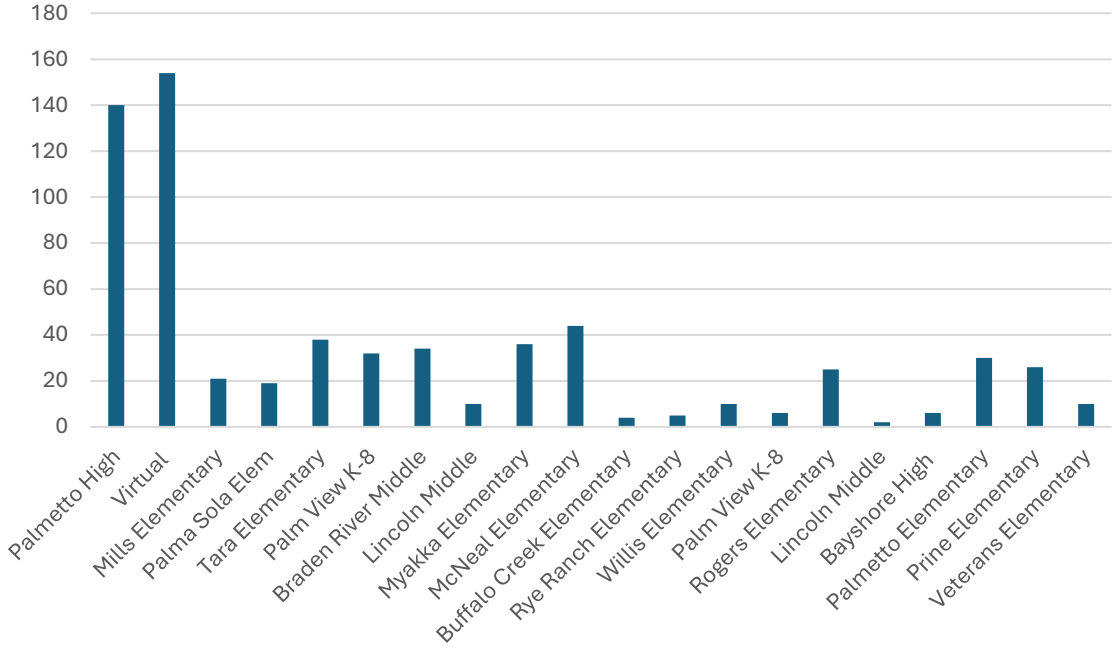
## 2026-2027 School Year

### Promethean Refresh




**500+ Panels Installed**

### Promethean Training Attendees by Location




**500+ Attended Training**

# E-RATE Network Infrastructure: 2027-2028

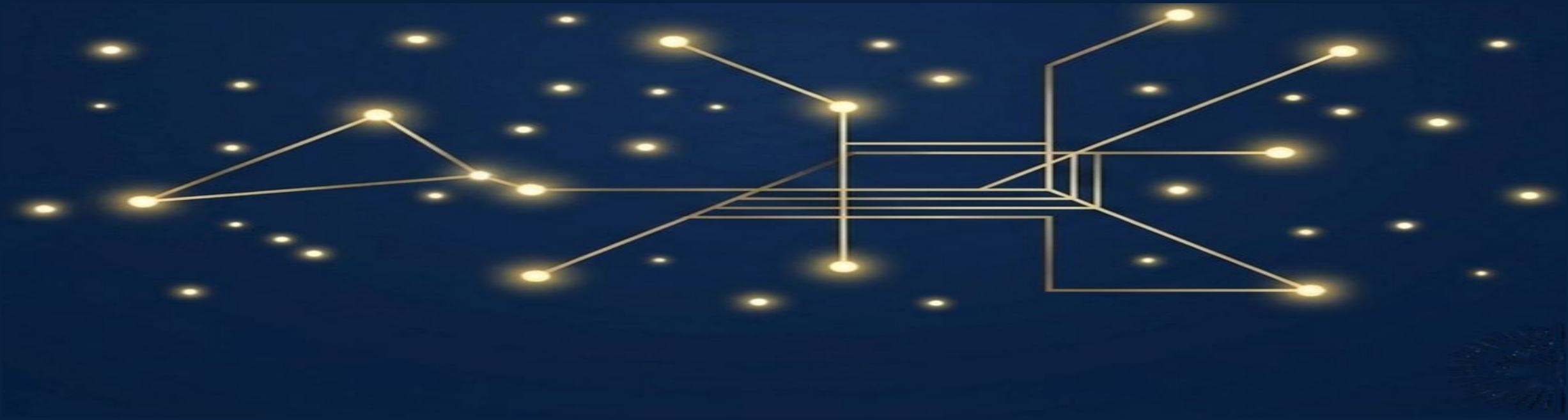
| School | Historical Install Date | Projected Install Date |
|---|---|---|
| Bayshore HS | 2022-2023 | 2027-2028 |
| Braden River HS | 2022-2023 | 2027-2028 |
| Braden River MS | 2022-2023 | 2027-2028 |
| Buffalo Creek MS | 2022-2023 | 2027-2028 |
| Lakewood Ranch HS | 2022-2023 | 2027-2028 |
| Manatee HS | 2022-2023 | 2027-2028 |
| Palmetto HS | 2022-2023 | 2027-2028 |
| Southeast HS | 2022-2023 | 2027-2028 |
| Haile MS | 2022-2023 | 2027-2028 |
| Johnson K-8 | 2022-2023 | 2027-2028 |
| King MS | 2022-2023 | 2027-2028 |
| Lee MS | 2022-2023 | 2027-2028 |
| Lincoln Memorial MS | 2022-2023 | 2027-2028 |
| Nolan MS | 2022-2023 | 2027-2028 |
| Rangeland HS | N/A | 2027-2028 |
| Sugg MS | 2022-2023 | 2027-2028 |

# Centegix and OpenEye Live Video Integration 2026-2027



# Architecting The Future of K-12 AI

## The SPARK Initiative: A Strategic Blueprint for SDMC



Aligned to the Florida K-12 AI Education Task Force

SPARK
SUPPORTING PRACTICAL AI FOR REAL CLASSROOMS

UF CSEveryone Center *for* Computer Science Education

impact FLORIDA

# SPARK Update Roadmap

**August 2026**

## AI Literacy & Shared Direction

Build foundational AI literacy and establish why districts need a clear AI vision before moving into tools and pilots.

**September 2026**

## Vision, Stakeholder Voice & Pilot Foundations

Develop the district AI vision, define what makes a strong pilot, and prepare to gather input from teachers, students, families, and other stakeholders.

**October–December 2026**

## Pilot Design & Launch Readiness

Select policy and instructional pilot, incorporate stakeholder feedback, build implementation plans, clarify responsibilities, and prepare for launch.

**January–February 2027**

## Pilot Launch & Early Learning

Begin implementation, identify early challenges and successes, and provide differentiated support based on district needs.

**March–April 2027**

## Evidence, Refinement & Decision-Making

Examine implementation evidence, refine pilots, and determine what should continue, change, pause, or scale.

**May–Summer 2027**

## Sustainability, Learning & Scale

Document lessons learned, plan for sustainability, prepare district stories and resources, and share learning more globally across Florida.

# The Cost of Compute – SDMC Device Cost Trends

| Item / Device | Price History | Increase by Step | Overall |
|---|---|---|---|
| **Chromebook 11 Non-Touch** | 7/2023: $323.35<br>9/2024: $325.85<br>7/2025: $311.89<br>4/2026: $331.98<br>7/2026: $361.35<br>9/2026: $334.88 | +0.7%<br>-4.3%<br>+6.4%<br>+8.8%<br>-7.3% | 3.6% |
| **Chromebook 11 Touch** | 7/2023: $353.92<br>9/2024: $356.42<br>7/2025: $367.25<br>4/2026: $390.79<br>7/2026: $436.09<br>9/2026: $426.81 | +0.7%<br>+3.0%<br>+6.4%<br>+11.6%<br>-2.1% | 20.6% |

## Overall Increase — Ranked

**Color key:** Green +3.6% | Yellow +20–44%

| Item | Increase |
|---|---|
| **Chromebook Touch** | **20.6%** |
| **Chromebook Non -Touch** | **3.6%** |

# The Cost of Compute – SDMC Device Cost Trends

| Item / Device | Price History | Increase by Step | Overall |
|---|---|---|---|
| EliteDesk 16/256 | 7/2023: $695.74<br>7/2024: $705.69<br>3/2026: $1,347.33<br>5/2026: $1,426.94<br>7/2026: $1,648.79<br>9/2026: $1,735.70 | +1.4%<br>+90.9%<br>+5.9%<br>+15.5%<br>+5.3% | 149.5% |
| EliteDesk 32/1 TB | 7/2024: $985.33<br>7/2025: $1,100.94<br>3/2026: $1,785.71<br>5/2026: $1,867.59<br>7/2026: $1,820.09<br>9/2026: $1,954.48 | +11.7%<br>+62.2%<br>+4.6%<br>-2.5%<br>+7.4% | 98.4% |
| EliteBook 6 14-inch | 7/2023: $798.59<br>7/2024: $811.04<br>7/2025: $936.71<br>4/2026: $1,136.97<br>5/2026: $1,212.93<br>7/2026: $1,518.66<br>9/2026: $1,612.45 | +1.6%<br>+15.5%<br>+21.4%<br>+6.7%<br>+25.2%<br>+5.8% | 100.0% |

| Item / Device | Price History | Increase by Step | Overall |
|---|---|---|---|
| EliteBook 6 Touch | 3/2026: $1,168.82<br>5/2026: $1,247.05<br>7/2026: $1,561.75<br>9/2026: $1,655.54 | +6.7%<br>+25.2%<br>+6.0% | 41.6% |
| EliteBook X Flip | 7/2023: $1,484.20<br>5/2024: $1,496.65<br>7/2025: $1,617.96<br>3/2026: $1,805.01<br>5/2026: $1,999.49<br>7/2026: $2,014.50<br>9/2026: $2,130.83 | +0.8%<br>+8.1%<br>+11.6%<br>+10.8%<br>+0.8%<br>+5.8% | 43.6% |
| Z2 400W | 7/2025: $1,941.29<br>5/2026: $3,285.70<br>7/2026: $2,710.85<br>9/2026: $2,972.16 | +69.3%<br>-17.5%<br>+9.6% | 53.1% |

| Item | Increase |
|---|---|
| EliteDesk 16/256 | 149.5% |
| EliteBook 6 | 100.0% |
| EliteDesk 32/1 TB | 98.4% |
| Z2 400W | 53.1% |
| EliteBook X Flip | 43.6% |
| EliteBook Touch | 41.6% |

## Overall Increase — Ranked

**Color key:** Yellow +20–44% | Orange +53.1% | Red +98.4 – 149.5%

# The Cost of Compute – SDMC Device Cost Trends

## Overall Increase — Ranked

**Color key:** Green +3.6% | Yellow +20–44% | Orange +53.1% | Red +98.4 – 149.5%

| Item | Increase |
|---|---|
| EliteDesk 16/256 | 149.5% |
| EliteBook 6 | 100.0% |
| EliteDesk 32/1 TB | 98.4% |
| Z2 400W | 53.1% |
| EliteBook X Flip | 43.6% |
| EliteBook Touch | 41.6% |
| Chromebook Touch | 20.6% |
| Chromebook Non -Touch | 3.6% |

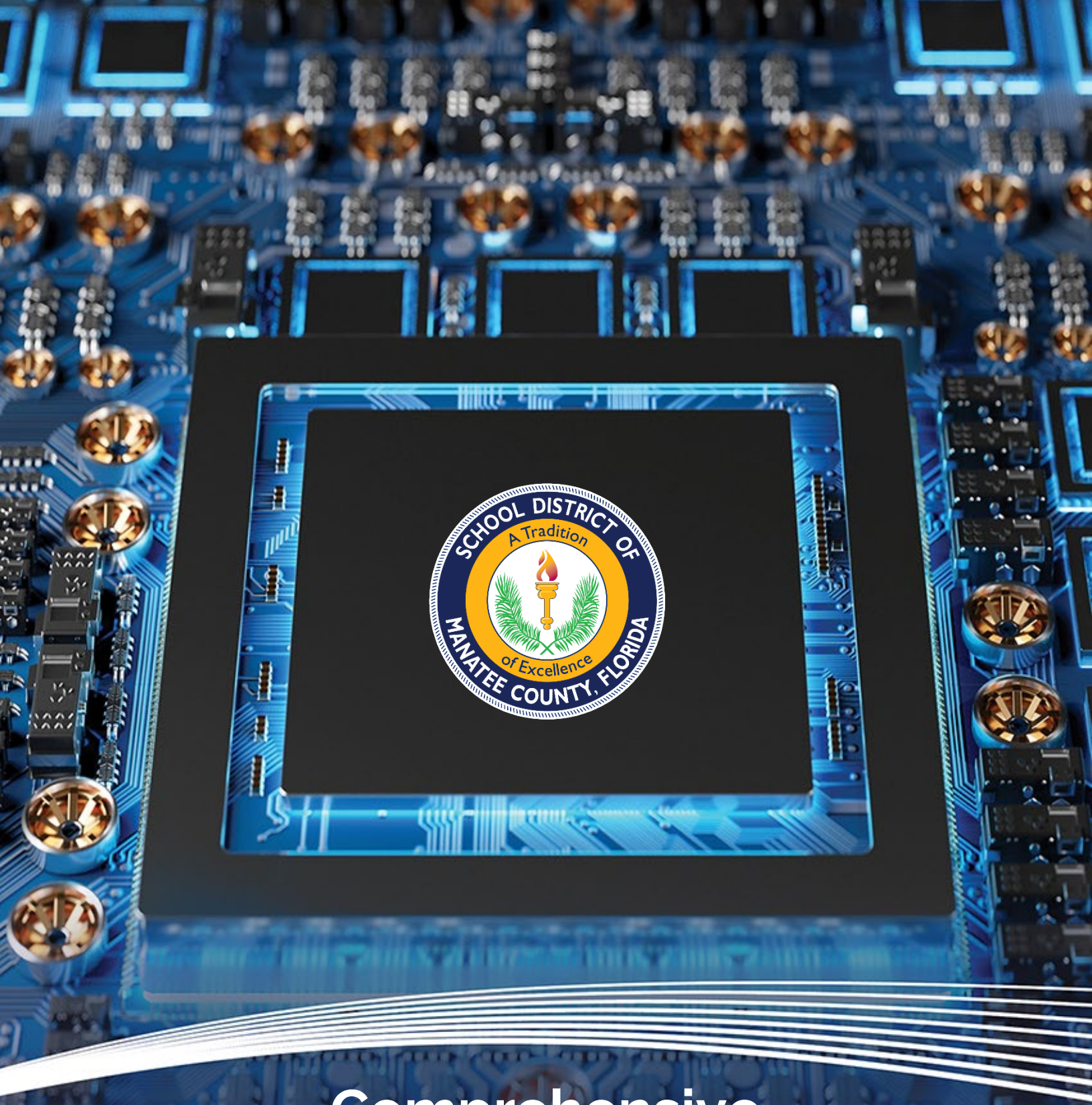
# Classroom Technology Enhancement

Insert Audio Enhancement Case Study Segment Video Clip

# Information Technology Annual Update

Scott A. Hansen – Chief Technology Officer

School Board Workshop – October 20, 2026




# Comprehensive District Technology Plan

**Effective October 27, 2026 – June 30, 2031**

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## SECTION 1
## GENERAL INTRODUCTION/BACKGROUND

### 1.1 School District of Manatee County (SDMC), grounded in the Portrait of a Graduate, develops every student for life, learning, and leadership, and prepares them to succeed and contribute to their community.

### 1.2 School District of Manatee County Commitments

- Our Core Values of: Professionalism, Respect, Responsibility, Accountability, Integrity, and Service (PRRAIS)
- Academic excellence
- Quality schools strengthening our community
- Transparent communication at all levels
- Responsible stewardship of every public dollar
- Supporting every student and every employee, every day in safe and secure environments

### 1.3 Priority Areas

**Priority Area 1 - Student Learning & Support**
The School District of Manatee County is committed to educating and supporting the whole student.

**Priority Area 2 - Employee Retention & Wellness**
The School District of Manatee County prioritizes the people who serve its students.

**Priority Area 3 - Community & Family Engagement**
The School District of Manatee County prioritizes partnerships with parents, families, employees, and communities.

**Priority Area 4 - Financial Stewardship & Long-term Sustainability**
The School District of Manatee County prioritizes responsible stewardship of every public dollar it receives.

### 1.4 Superintendent Leadership Team

https://www.manateeschools.net/superintendentteam

### 1.5 Manatee Momentum Strategic Plan 2026 - 2029

**Manatee Momentum** is our new strategic plan for the 2026–2029 school years. It reflects a collaborative development process informed by valuable input from employees, district administrators, parents, and community and business leaders. https://www.manateeschools.net/strategicplan

### 1.6 Student Progression Plan

The School Board has the authority to adopt rules for implementing the student progression requirements for students in grades kindergarten through 12. The Student Progression Plan for Manatee County defines the criteria for graduation, participation in graduation, promotion, intensive remediation, course offerings, evaluating student performance, and reporting to students and parents. The Student Progression Plan for Manatee County has been developed based on Florida Statutes and current and local needs.

Changes may be made to the School District of Manatee County Student Progression Plan at any time pending new legislation or interpretation of legislation from the Florida Department of Education. https://www.manateeschools.net/SPP

For more information, see Florida Department of Education website – www.fldoe.org.

### 1.7 Student Code of Conduct

URL: https://www.manateeschools.net/studentcodeconduct

## SECTION 2
## DISTRICT PROFILE

**Manatee County Facts:**

- Located on the west-central coast of the state of Florida, with the central administrative operations located in Bradenton.
- Bradenton is the largest city in Manatee County and is the county seat, located between the Tampa/St. Petersburg area and Sarasota, Florida.
- Incorporates 893 square miles 743 sq mi = Land, 150 sq mi = Water).
- 2027 estimated population is 421,770.
  Source: www.mymanatee.org

The local economy is based on five main economic factors:

- retirement
- government
- farming
- tourism
- service industries

With our Gulf beaches and exceptional year-round climate, significant local revenues are generated by tourism and related service business. Farming of tomatoes, oranges and a variety of agricultural products remain a significant part of the county economy and accounts for a significant migrant farming population both in the community and the schools. The service economy accounts for nearly 30 percent of the area's employment providing food service, maintenance, landscaping, banking, and retail operations.

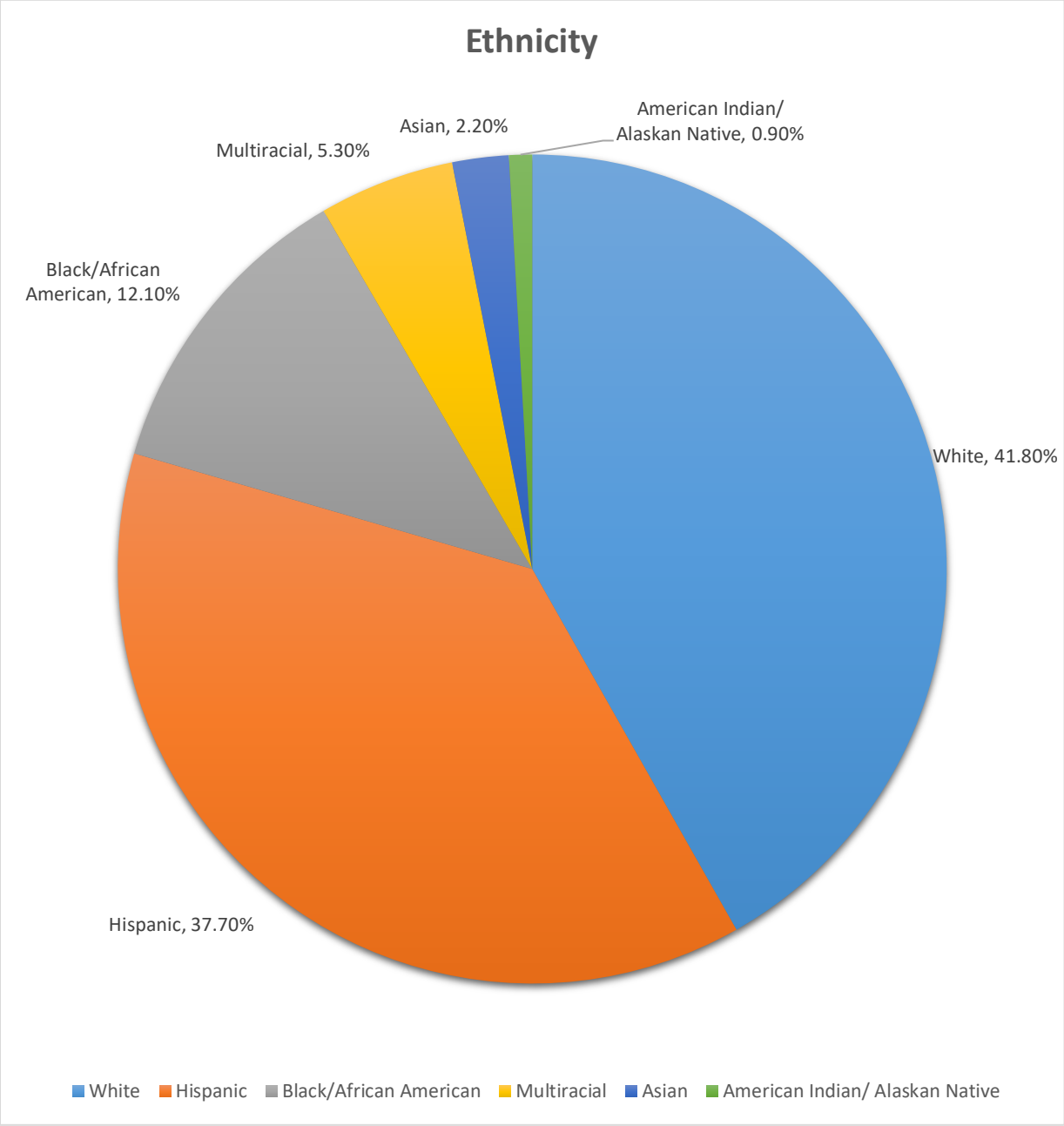
**Manatee County School District Facts**

- 32 - Elementary Schools*
- 4 - Combined School
- 9 - Middle Schools*
- 7 - High Schools*
- 5 – Alternative
- 10 – Contracted
- 17 – Charter Schools
- 1 – Post Secondary Technical College
- Among the highest starting salaries for teachers in Florida
- Largest employer in Manatee County – 6000+ employees
- More Career & Technical Programs than any other Technical College in Florida
- Over 150 years of educational excellence

- Upgraded Ratings from Moddy's, S&P, and Fitch – based on financial performance.

**Student Facts:**

The Manatee County School District currently focuses its educational efforts on over 53,800 + K-12 and charter students.



- 68.1% of the student population qualify for free and reduced lunch prices.
- *99 languages spoken by students throughout the school district.*
- *18.6% are English Language Learner.*

**Average Class Size:**

| | |
|---|---|
| Grade PK-3 | 15.27 |
| Grade 4-8 | 17.70 |
| Grade 9-12 | 19.04 |

**Above data as of 10/12/2026**

**Staff Facts:**

With over 6,000+ employees, the School District is the largest employer in Manatee County.

| **Employee Group** | **Employee Count** |
|---|---|
| Administrative | 219 |
| Board | 5 |
| Instructional – Full-Time | 447 |
| Instructional – Part-Time | 130 |
| Support – Full-Time | 2532 |
| Support – Part-Time | 53 |
| Teachers – Full-Time | 2769 |
| Teachers – Part-Time | 114 |

**Above data as of 8/31/26**

## SECTION 3
## TECHNOLOGY NEEDS, STANDARDS, & COMMITTEES

### 3.1 Process for Determining Needs

The Office of the Chief Technology Officer (CTO) leads the development of the long-range technology plans for the entire district. The new strategic planning process is aligning department efforts with overall district objectives and goals approved by the School Board.

The Information Technology Division reviews and recommends for SDMC Board approval the maintenance and ongoing support of existing and new technologies and integrations in SDMC.

Additionally, the Information Technology Division reviews, approves, and provides recommendations for SDMC approval for all technology infrastructure, end point devices, software integrations, and implementations.

Six main component areas are targeted annually to determine needs for all schools:

1. Student Performance Outcomes
2. Digital Learning and Technology Infrastructure
3. Professional Development
4. Digital Tools
5. Online Assessment Support
6. Committees and Focus Groups

### 3.2 Training

The Professional Learning department conducts a yearly online training needs assessment that includes a section for technology training. The results from the survey guide priority technology training in the following year.

### 3.3 Needs Assessment, and IT Customer Satisfaction Surveys

The Information Technology Division will complete an annual technology needs assessment walk through for all SDMC schools. The Technology needs assessment will be scheduled with each school leadership team.

Through the IT Solutions and Support Center (Service Desk Application) users can provide feedback using an optional customer satisfaction survey tool.

### 3.4 Florida DOE Technology Specifications for Online Assessment

Florida Department of Education provides a minimum set of technology requirements for student computers and bandwidth requirements for students.

SDMC will utilize these minimum standards as a benchmark for computer purchases and future network upgrades.

### 3.5 School Improvement Plans (SIP)/School Technology Plans and Advisory Councils

All schools prepare their own SIPs based upon an analysis of the available data. All SIPs are required to reflect the mission and objectives approved by the Board.

The **Continuous Improvement Management System Version 2 (CIMS2)** was developed by the Bureau of School Improvement (BSI) to help serve the needs of stakeholders across Florida. This site provides district and school teams an online platform for collaborative planning and problem solving. SDMC leverages this framework to update their SIP via https://cims2.floridacims.org/

### 3.6 English Speakers of Other Languages (ESOL)

ESOL student plans are updated yearly in ELLevation. This program communicates with FOCUS to ensure that the FTE codes and testing data from FOCUS are on the ELL plan. Each student plan is also required to be updated any time there is a schedule change for an English language learner. Teachers also have access to a student's WIDA ACCESS assessment data for each year a student has taken this state-wide assessment. This data allows school personnel to monitor a student's English language acquisition and plan appropriate instruction.

Schools also utilize Pocket Talk and Translate Live to assist with home to school parent communication. These devices have the capability to translate into more than 100 languages, ensuring that parents have access to information pertinent to their child's education. SDMC also utilizes translation assistance through the Lexmark Translation Assistant for larger document translation for improved home-to-school communication.

### 3.7 Exceptional Student Education (ESE)

Technology can be, and is, used in various ways to support the Exceptional Student Education program. An Individual Education Plan (IEP) is provided through the state provided system – PEER that can be accessed at both the school and district level by appropriate personnel.

This will enable teachers and administrators to monitor and assess the ESE student's progress, prevent lapses in services, and provide up-to-date information in the Student Information System.

ESE students are supported through a range of instructional materials and technology resources, including assistive devices and digital tools, provided in

coordination with the Information Technology Department. These resources are aligned to students' individualized needs and help ensure equitable access to instruction and learning opportunities.

### 3.8 Governance Committees and FOCUS Groups

- Superintendents Cabinet
- Capital Committee
- ERP Governance Committee
- IT Leadership Team (ITL)
- IT Security Committee
- Operations Leadership Team
- Paperwork Reduction Committee
- Records Committee
- School Advisory Councils
- Student Information System Committee (FOCUS)
- Superintendent Principal Advisory Group
- Superintendent's Internal & External Working Groups
- Superintendent's Leadership Team
- Superintendent's Student Leadership Forum
- Technology & Curriculum Working Groups
- Web Committee

### 3.9 Classroom Technology Standards - Hardware

| Priority | Technology Item |
|---|---|
| 1 | Teacher/Admin - district standard laptop (Windows Based OS) that is designed to meet district access to Student Information System, Business Information System, Learning Management System, digital instruction, and other district approved systems. |
| 1 | Student - Standard classroom mobile device is a Chromebook. |
| 1 | Wall Mounted – Center of Room - Digital Interactive Display panel 75" – Promethean – (Cart mounted – Portable or Brick/Mortar room that does not support wall mounted install) |
| 1 | IPTV is available at all schools and must use WIRED Ethernet connection |
| 1 | Promethean Interactive Digital Display |
| 1 | Wireless Keyboard/Mouse Combo for Promethean Display |
| 1 | New Wired Computer labs homerun to IDF (No MINI SWITCHES) as needed to support curriculum and instruction |
| 1 | 1:1 Wireless Access Point Per Academic Classroom (including portables) |
| 1 | VoIP Classroom Phone |
| 1 | Audio Enhancement Classroom – New Schools 2026 and Scheduled Projected Schools Per Technology Plan |
| 2 | Provide schools with option to purchase district standard student Windows OS laptop/desktop based on curriculum requirements |
| | |
| **OPTIONAL EQUIPMENT** | |
| 3 | ScreenBeam Wireless Display Receiver |
| 3 | Promethean Soundbar |
| 3 | Portable Projector Stage/Photo Studio Mount |
| 3 | HoverCam Solo or Hovercam SOLO SPARK II |
| 3 | IPADS, Digital Readers |
| 3 | Printer – Centralized MFDs, Network Printers and Print Services Center |
| 3 | District Standard HP Mini Mounted |
| 3 | Anywhere Cart – 30/36 |
| 3 | Newline Digital Display |
| 3 | Anywhere Cart – AC-COLLABR-8 (Charging Tower) |
| 3 | Headphones without microphone – Gumdrop Droptech headphones B1 Black (other microphone options available) |

| | |
|---|---|
| 3 | Headphones with microphone Gumdrop Droptech headphones B1 Black (other microphone options available) |
| 3 | WEB Camera – ViewSonic Viewcam VM-CAM-001 |

**Note:** Samsung Display/Interactive Panels installed in Conference Rooms, Cafeterias, and Office Areas. Other optional technology equipment is available for procurement following District approval processes. In 2026, the district started transitioning from Samsung Displays to Newline Displays.

## SECTION 4
## INFRASTRUCTURE, PERFORMANCE, AND SECURITY

### 4.1 Data Network

**4.1.1** All schools in the district are networked. Schools with multiple buildings or multiple communication closets within the same building communicate with each other using 10 Gbps fiber uplinks.

**4.1.2** All workstation switch ports are 10/100/1000 Mbps. Every space occupied by staff has at least one data drop outlet with two or more Ethernet ports wired with Cat 5E cables at a minimum. CAT6A is the standard for any adds and/or new construction.

**4.1.3** Classrooms have a minimum of two data outlets.

**4.1.4** Computer labs are generally wired with one data drop for each computer in the lab.

**4.1.5** Portables are connected to the main buildings with fiber optic cable and equipped with 1 Gbps uplinks and have a 10/100/1000 Mbps managed network switch.

**4.1.6** Wireless network coverage is necessary for the effective deployment and use of wireless laptop computers. The district has achieved a 1:1 wireless access point ratio for all academic classrooms. Plans to increase wireless coverage to common areas, courtyards, and other outside spaces in 2025-2026.

**4.1.7** Fifty- eight (58) district sites with 10 Gbps fiber connections terminating into two data centers with independent Internet circuits.

**4.1.8** 54 sites have 12 strands of fiber in and 12 strands of fiber out on five (5) independent district owned fiber rings and on single spoke and hub ring.

**4.1.9** Eight (8) North River sites have dual 10 Gbps connections back to both data centers via a single collapsed lateral.

**4.1.10** Four (4) administrative sites are also connected to the District via dual 10 gigabit fiber rings. All (4) sites connect to both data centers. The entire SDMC fiber optic system is subterranean and owned by SDMC.

**4.1.11** As of July 2026, sixty-one (61) district sites are connected via managed dark fiber with dual 10G connections back to each data center. This dark fiber was installed in addition to SDMC owned dark fiber for added network resiliency. Both SDMC owned and Managed Service Provider (MSP) provided dark fiber are monitored and managed under contract with MSP.

**4.1.12** Internet content filtering is implemented for all users using a cloud based hosted solution. All Internet access is directed through the firewall without exception and is policy / role based.

### 4.2 Infrastructure and Network Support Services

The School Board approved an infrastructure upgrade on February 11, 2020, for INTERNET Services and Leased LIT Fiber Not to Exceed $2,782,560.00 that includes (2) INTERNET Circuits and a fully managed Layer 3 Service including a bundled security package posturing SDMC for up to a maximum of 84 months of continued uninterruptable service. This approved upgrade allows for INTERNET bandwidth upgrades when needed.

The School Board approved a Managed Dark Fiber solution on February 8, 2022. The requested contract is for the period of July 1, 2022, through June 30, 2037.

A significant portion of this annual cost will be funded through E-RATE.

The district's centralized server infrastructure (physical/virtual) and INTERNET services are located at the district's dual data centers.

The Information Technology Division completed a data center infrastructure refresh in 2024/2025.

The district uses Microsoft Office 365 (O365) for email services and Office applications. O365 provides seats for all district staff, students, contracted sites and Charter Schools. The service is cloud hosted for redundancy.

### 4.3 Telephone and Intercom

Every classroom and office location is equipped with an Internet Protocol (IP) based handset device and access to the existing enterprise IP based PA system. Life safety systems are integrated through the IP PA system to ensure drills and lockdown messages are heard on each campus throughout the district.

### 4.4 Technology Security Protection Measures

The district's INTERNET connections are secured with an enterprise level firewall system and services monitored 24X7X365. Additionally, integrated intrusion detection and prevention systems to reduce exposure to threats and a host of additional services that provide a comprehensive suite of unified threat management features that meet the unique security requirements of SDMC.

**Email Protection:**

Emails are hosted on our tenant in the cloud. We have enabled anti-spam and other security components that also include data loss prevention for confidential information and sharing restrictions outside of our environment.

With the assistance of email filtering, we block spam messages from reaching our SDMC email boxes. In addition, we have security and compliance measures in place to archive and preserve email history to meet required retention periods.

The list of other advanced threat protections that are enabled are:

- Anti-Phishing: Protects our users from phishing attacks (i.e. impersonation and spoofing) and uses safety tips to warn users about potentially harmful messages.
- Safe Attachments: Protects SDMC from malicious content in email attachments.
- Safe Links: Protects SDMC users from opening and sharing malicious links in email messages and Office desktop applications.
- Anti-Malware: Protects SDMC email from malware, including what actions to take and who to notify if malware is detected.
- DDOS Protection: Defends against denial-of-service attacks that would occur in the cloud that would impact users' ability to access resources.
- Advanced self-learning and adaptive cloud-based tool to neutralize threats.

### 4.5 Instructional Television Network (MSTV)

The District has an educational television channel, Manatee Schools Television (MSTV). The mission of Manatee Schools Television is to produce and broadcast television programs supporting the vision of the School District of Manatee County and the educational needs of our students, staff, and community. MSTV broadcasts to the community on Spectrum and Frontier cable television networks. Manatee Schools Television can also be viewed on the School District of Manatee County app available for Roku, Fire TV, and Apple TV as well as online twenty-four hours a day, seven days a week.

MSTV produces internal and external content, provides production equipment, and professional level studios for district productions.

## SECTION 5
## TECHNOLOGY STRATEGIES AND METRICS

**Goal 1:** Maintain a technology refresh plan that provides equitable, sustainable, and relevant technology resources to all students and staff.

**Strategies:**

- Ensure a sustainable district wide Computer Refresh Plan is provided to all schools annually.
- Implement and maintain a sustainable digital device platform to address the instructional needs of all students.
- Maintain an innovative device agnostic translation service for students and staff regardless of the language, disability, or location.

**Goal 2:** Sustain a modernized communication system infrastructure for all schools.

**Strategies:**

- Maintain an all-inclusive communications module integrated with the Student Information System that delivers personalized voice messages, SMS texts, emails, mobile app push notifications, and announcements for staff, parents, and students.
- Install and/or maintain Digital Marquee Outdoor Signage at all schools.
- Maintain and upgrade communication systems infrastructure.

**Goal 3:** Delivering powerful business intelligence dashboards through Project Data Fusion for rapid and secure student and district data reporting.

**Strategies:**

Create a Transportation Analytics Dashboard that includes:

- Student Ride Length
- On-time performance
- Route Optimization & Scheduling
- Fleet Maintenance & Health Monitoring
- Safety & Compliance Reporting

Maintain Post Secondary Dashboard that includes:

- Applicant Trends

- Enrollment Statistics
- Student Demographics
- Dual Enrollment History
- Attendance, Grade, and Disciplinary Metrics

Implement, maintain, and enhance the:

- L25 Dashboard
- Financial Reporting Dashboards
- Budget Reporting Dashboards
- District Devices, Network Security, Print Services, Property Records Dashboards, and IT Support and Solutions Service Desk
- Demographics/Allocations
- FISH Data
- Legacy Business System Environment

**Goal 4:** Improve the productivity of all staff by providing cost-efficient and innovative technology solutions**.**

**Strategies:**

- Maintain an optional integrated classroom management tool that assists with keeping students engaged and focused on digital learning and curriculum and providing teachers with visibility and management of device activity.
- Implement, maintain, and support approved AI and emerging technology integrated tools.
- Implement a centralized digital program management tool that streamlines the application review and approval process; enhances visibility into district-approved digital resources; captures application usage and screen-time metrics; and supports compliance monitoring, transparency, and reporting requirements aligned with Florida Administrative Code Rule 6A-1.0957.
- Digitize inactive student records to a central digitize repository by June 2028.
- Maintain the active digitize student records repository.
- Deploy innovative and cost-effective operating systems.

**Goal 5: Provide a safe, secure, consistent, and seamless connectivity experience to all users supporting the educational goals of all schools.**

**Strategies:**

- Maintain and enhance parent portal to provide a seamless experience to resources provided by the school district.
- Implement the Fiber Infrastructure Expansion project to all school sites creating a resilient and cost-effective long-term solution to address the instructional needs and safety requirements for SDMC.
- Upgrade eligible schools network infrastructure.
- Evaluate on premise enterprise applications and systems for cloud readiness annually.
- Continue to expand and upgrade infrastructure to support eLearning opportunities for students.
- Evaluate and complete cabling infrastructure retrofit projects at select schools.
- Implement new Data Center infrastructure solutions to replace existing legacy equipment.
- Maintain, evaluate, and implement cyber security solutions and processes based on the continued changes of the threat landscape.

## SECTION 6
## INFORMATION TECHNOLOGY INFRASTRUCTURE, COMPUTER AND SERVER REFRESH PLANS

### 6.1 Classroom Interactive Digital Display Panel Upgrades

**High School:**

| School Name | Grade Levels | Date Last Refresh | Future Projected Refresh |
|---|---|---|---|
| Bayshore | All Academic Classrooms | 2023-2024 | 2030-2031 |
| Braden River | All Academic Classrooms | 2025-2026 | 2032-2033 |
| Lakewood Ranch | All Academic Classrooms | 2024-2025 | 2031-2032 |
| Manatee | All Academic Classrooms | 2025-2026 | 2032-2033 |
| Palmetto | All Academic Classrooms | 2024-2025 | 2031-2032 |
| Parrish Community | All Academic Classrooms | 2025-2026 | 2032-2033 |
| Rangeland | All Academic Classrooms | 2027-2028 | 2034-2035 |
| Southeast | All Academic Classrooms | 2024-2025 | 2032-2033 |
| Horizons | All Academic Classrooms | 2023-2024 | 2030-2031 |

**Middle School/Combination Schools:**

| School Name | Grade Levels | Date Last Refresh | Future Projected Refresh |
|---|---|---|---|
| Barbara Harvey K-8 | All Academic Classrooms | 2025-2026 | 2032-2033 |
| Braden River | All Academic Classrooms | 2026-2027 | 2033-2034 |
| Buffalo Creek | All Academic Classrooms | 2026-2027 | 2033-2034 |
| Haile | All Academic Classrooms | 2024-2025 | 2030-2031 |
| Mona Jain | All Academic Classrooms | 2025-2026 | 2032-2033 |
| Johnson K-8 | All Academic Classrooms | 2025-2026 | 2032-2033 |
| King | All Academic Classrooms | 2025-2026 | 2032-2033 |
| Lake Manatee K-8 | All Academic Classrooms | 2025-2026 | 2032-2033 |
| Lee | All Academic Classrooms | 2023-2024 | 2027-2028 |
| Lincoln Memorial | All Academic Classrooms | 2026-2027 | 2033-2034 |
| Nolan | All Academic Classrooms | 2025-2026 | 2032-2033 |
| Palm View K-8 | All Academic Classrooms | 2026-2027 | 2033-2034 |
| Sugg | All Academic Classrooms | 2023-2024 | 2027-2028 |

**Elementary Schools:**

| School Name | Grade Levels | Date Last Refresh | Future Projected Refresh |
|---|---|---|---|
| Anna Maria | All Academic Classrooms | 2022-2023 | 2028-2029 |
| Abel | All Academic Classrooms | 2022-2023 | 2028-2029 |
| Ballard | All Academic Classrooms | 2022-2023 | 2028-2029 |
| Bayshore | All Academic Classrooms | 2022-2023 | 2028-2029 |
| Bashaw | All Academic Classrooms | 2023-2024 | 2029-2030 |
| Blackburn | All Academic Classrooms | 2025-2026 | 2032-2033 |
| Braden River | All Academic Classrooms | 2022-2023 | 2027-2028 |
| Daughtrey | All Academic Classrooms | 2022-2023 | 2028-2029 |
| Freedom | All Academic Classrooms | 2023-2024 | 2028-2029 |
| Gullett | All Academic Classrooms | 2022-2023 | 2028-2029 |
| Kinnan | All Academic Classrooms | 2023-2024 | 2029-2030 |
| Manatee | All Academic Classrooms | 2023-2024 | 2029-2030 |
| McNeal | All Academic Classrooms | 2026-2027 | 2033-2034- |
| Miller | All Academic Classrooms | 2026-2027- | 2033-2034 |
| Mills | All Academic Classrooms | 2026-2027 | 2033-2024 |
| Moody | All Academic Classrooms | 2023-2024 | 2027-2028 |
| Myakka | All Academic Classrooms | 2026-2027 | 2033-2034 |
| Oneco | All Academic Classrooms | 2025-2026 | 2032-2033 |
| Palma Sola | All Academic Classrooms | 2026-2027 | 2033-2034 |
| Palmetto | All Academic Classrooms | 2026-2027 | 2033-2034 |
| Prine | All Academic Classrooms | 2026-2027 | 2033-2034 |
| Rye Ranch | All Academic Classrooms | 2026-2027 | 2033-2034 |
| Rogers Garden | All Academic Classrooms | 2026-2027 | 2033-2034 |
| Samoset | All Academic Classrooms | 2022-2023 | 2028-2029 |
| Sea Breeze | All Academic Classrooms | 2022-2023 | 2028-2029 |
| Stewart | All Academic Classrooms | 2022-2023 | 2028-2029 |
| Tara | All Academic Classrooms | 2025-2026 | 2032-2033 |
| Tillman | All Academic Classrooms | 2023-2024 | 2027-2028 |
| Veterans | All Academic Classrooms | 2026-2027 | 2033-2034 |
| Williams | All Academic Classrooms | 2022-2023 | 2028-2029 |
| Willis | All Academic Classrooms | 2026-2027 | 2033-2034 |
| Witt | All Academic Classrooms | 2026-2027 | 2033-2034 |

## 6.2 VoIP Communication System Maintenance (Annual) and Upgrades

| VoIP Telephony | Projected |
|---|---|
| ABEL ELEMENTARY | 2035-2036 |
| BALLARD ELEMENTARY | 2035-2036 |
| BAYSHORE ELEMENTARY | 2035-2036 |
| BLACKBURN ELEMENTARY | 2035-2036 |
| BRADEN RIVER HIGH | 2035-2036 |
| BUFFALO CREEK MIDDLE | 2035-2036 |
| FREEDOM ELEMENTARY | 2035-2036 |
| HAILE MIDDLE | 2035-2036 |
| HARVEY K-8 | 2035-2036 |
| JOHNSON K-8 | 2035-2036 |
| KINNAN ELEMENTARY | 2035-2036 |
| LAKEWOOD RANCH HIGH | 2035-2036 |
| LINCOLN MEMORIAL ACADEMY | 2035-2036 |
| MANATEE HIGH | 2035-2036 |
| MCNEAL ELEMENTARY | 2035-2036 |
| MILLS ELEMENTARY | 2035-2036 |
| MTC EAST | 2035-2036 |
| MYAKKA ELEMENTARY | 2035-2036 |
| OFFICE OF STUDENT ASSIGNMENT | 2035-2036 |
| PALMA SOLA ELEMENTARY | 2035-2036 |
| PALMETTO HIGH | 2035-2036 |
| PARRISH COMMUNITY HIGH | 2035-2036 |
| PROFESSIONAL SUPPORT CENTER | 2035-2036 |
| ROGERS GARDEN ELEMENTARY | 2035-2036 |
| SAMOSET ELEMENTARY | 2035-2036 |
| SEA BREEZE ELEMENTARY | 2035-2036 |
| STEWART ELEMENTARY | 2035-2036 |

| VoIP Telephony | Projected |
|---|---|
| ANNA MARIA ELEMENTARY | 2035-2036 |
| BASHAW ELEMENTARY | 2035-2036 |
| BAYSHORE HIGH | 2035-2036 |
| BRADEN RIVER ELEMENTARY | 2035-2036 |
| BRADEN RIVER MIDDLE | 2035-2036 |
| DAUGHTREY ELEMENTARY | 2035-2036 |
| GULLETT ELEMENTARY | 2035-2036 |
| HARLLEE SPEC. PRGRMS | 2035-2036 |
| HORIZONS ACADEMY | 2035-2036 |
| KING MIDDLE | 2035-2036 |
| LAKE MANATEE ELEMENTARY | 2035-2036 |
| LEE MIDDLE | 2035-2036 |
| MANATEE ELEMENTARY | 2035-2036 |
| MATZKE | 2035-2036 |
| MILLER ELEMENTARY | 2035-2036 |
| MOODY ELEMENTARY | 2035-2036 |
| MTC MAIN | 2035-2036 |
| NOLAN ELEMENTARY | 2035-2036 |
| ONECO ELEMENTARY | 2035-2036 |
| PALMETTO ELEMENTARY | 2035-2036 |
| PALM VIEW K-8 | 2035-2036 |
| PRINE ELEMENTARY | 2035-2036 |
| RANGELAND HIGH | 2035-2036 |
| RYE RANCH ELEMENTARY | 2035-2036 |
| SCHOOL SUPPORT CENTER | 2035-2036 |
| SOUTHEAST HIGH | 2035-2036 |
| SUGG MIDDLE | 2035-2036 |

| | |
|---|---|
| TARA ELEMENTARY | 2035-2036 |
| VETERANS ELEMENTARY | 2035-2036 |
| WILLIS ELEMENTARY | 2035-2036 |

| | |
|---|---|
| TILLMAN HIGH | 2035-2036 |
| WAKELAND SUPPORT CENTER | 2035-2036 |
| WITT ELEMENTARY | 2035-2036 |

### 6.2.1 PA Projected Communication System Maintenance (Annual) and Upgrades

| Elementary | | | | |
|---|---|---|---|---|
| **PA Systems** | **Projected** | | **PA Systems** | **Projected** |
| Abel | 2027-2028 | | Anna Maria | 2026-2027 |
| Bashaw | 2030-2031 | | Ballard | 2026-2027 |
| Blackburn | 2030-2031 | | Bayshore | 2028-2029 |
| Daughtrey | 2028-2029 | | Braden River | 2029-2030 |
| Gullett | 2030-2031 | | Freedom | 2030-2031 |
| Manatee | 2030-2031 | | Kinnan | 2030-2031 |
| Miller | 2028-2029 | | McNeal | 2029-2030 |
| Moody | 2027-2028 | | Mills | 2031-2032 |
| Oneco | 2029-2030 | | Myakka | 2027–2028 |
| Palmetto | 2030-2031 | | Palma Sola | 2036-2037 |
| Rogers Garden | 2027-2028 | | Prine | 2028-2029 |
| Samoset | 2026-2027 | | Rye Ranch | 2036-2037 |
| Stewart | 2027-2028 | | Sea Breeze | 2029-2030 |
| Tillman | 2030-2031 | | Tara | 2031-2032 |
| Veterans | 2036-2037 | | Williams | 2028-2029 |
| Willis | 2028-2029 | | Witt | 2031-2032 |
| **K-8** | | | | |
| **PA Systems** | **Projected** | | **PA Systems** | **Projected** |
| Barbara Harvey | 2035-2036 | | Johnson | 2031-2032 |
| Lake Manatee | 2035-2036 | | Palm View | 2031-2032 |
| **Middle Schools** | | | | |
| **PA Systems** | **Projected** | | **PA Systems** | **Projected** |
| Braden River | 2032-2033 | | Buffalo Creek | 2032-2033 |

| | | | | |
|---|---|---|---|---|
| Haile | 2032-2033 | | Horizons Academy | 2035-2036 |
| Jain | 2029-2030 | | King | 2032-2033 |
| Lee | 2031-2032 | | Lincoln Memorial | 2031-2032 |
| Nolan | 2032-2033 | | Sugg | 2032-2033 |
| **High Schools** | | | | |
| **PA Systems** | **Projected** | | **PA Systems** | **Projected** |
| Braden River | 2033-2034 | | Bayshore | 2034-2035 |
| Manatee | 2033-2034 | | Lakewood Ranch | 2033-2034 |
| Parrish Community | 2029-2030 | | Palmetto | 2034-2035 |
| Rangeland | 2037-2038 | | Southeast | 2034-2035 |
| **Other** | | | | |
| **PA Systems** | 2035-2036 | | **PA Systems** | **Projected** |
| Harllee Campus | 2035-2036 | | Matzke Support Center | 2035-2036 |
| MTC East | 2035-2036 | | MTC Main | 2035-2036 |
| Office of Student Assignment | 2035-2036 | | School Support Center | 2035-2036 |
| Professional Support Center | 2035-2036 | | Wakeland Support Center | 2035-2036 |

### 6.3 New School Sites: 2027 – 2028

| Projected Opening Date | School Name |
|---|---|
| August 2027 | Rangeland HS |

## 6.4 ERATE – Network Infrastructure

| 2026-2027 Funding Year | School / Site Name | Historical Install Date | Projected Install Date |
|---|---|---|---|
| Phase 1 | Barbara Harvey K-8 | 2018-2019 | 2026-2027 |
| Phase 1 | Bashaw ES | 2017-2018 | 2026-2027 |
| Phase 1 | Bayshore ES | 2017-2018 | 2026-2027 |
| Phase 1 | Daughtrey ES | 2017-2018 | 2026-2027 |
| Phase 1 | Harllee Center (Non-Erate) | 2018-2019 | 2026-2027 |
| Phase 1 | Horizons Academy | 2017-2018 | 2026-2027 |
| Phase 1 | Manatee ES | 2017-2018 | 2026-2027 |
| Phase 1 | Matzke & Wakeland (Non-Erate) | 2019-2020 | 2026-2027 |
| Phase 1 | Miller ES | 2017-2018 | 2026-2027 |
| Phase 1 | Mona Jain MS | 2018-2019 | 2026-2027 |
| Phase 1 | Moody ES | 2017-2018 | 2026-2027 |
| Phase 1 | MTC – East Campus (Non-Erate) | 2018-2019 | 2026-2027 |
| Phase 1 | MTC – Main Campus (Non-Erate) | 2018-2019 | 2026-2027 |
| Phase 1 | Myakka City ES | 2017-2018 | 2026-2027 |
| Phase 1 | Oneco ES | 2017-2018 | 2026-2027 |
| Phase 1 | Palm View K-8 | 2017-2018 | 2026-2027 |
| Phase 1 | Palmetto ES | 2017-2018 | 2026-2027 |
| Phase 1 | Parrish Community HS | 2018-2019 | 2026-2027 |
| Phase 1 | Prine ES | 2017-2018 | 2026-2027 |
| Phase 1 | Professional Support Center (Non-Erate) | 2019-2020 | 2026-2027 |
| Phase 1 | Rogers Garden-Bullock ES | 2017-2018 | 2026-2027 |
| Phase 1 | Rye Ranch ES | 2026-2027 | 2032-2033 |
| Phase 1 | Samoset ES | 2017-2018 | 2026-2027 |

| | | | |
|---|---|---|---|
| Phase 1 | School Support Center (Non-Erate) | 2019-2020 | 2026-2027 |
| Phase 1 | Tillman ES | 2017-2018 | 2026-2027 |
| Phase 1 | Veterans | 2026-2027 | 2032-2033 |

**ERATE - Network Infrastructure**

| 2027-2028 Funding Year | School / Site Name | Historical Install Date | Projected Install Date |
|---|---|---|---|
| Phase 2 | Bayshore HS | 2022-2023 | 2027-2028 |
| Phase 2 | Braden River HS | 2022-2023 | 2027-2028 |
| Phase 2 | Braden River MS | 2022-2023 | 2027-2028 |
| Phase 2 | Buffalo Creek MS | 2022-2023 | 2027-2028 |
| Phase 2 | Lakewood Ranch HS | 2022-2023 | 2027-2028 |
| Phase 2 | Manatee HS | 2022-2023 | 2027-2028 |
| Phase 2 | Palmetto HS | 2022-2023 | 2027-2028 |
| Phase 2 | Southeast HS | 2022-2023 | 2027-2028 |
| Phase 2 | Haile MS | 2022-2023 | 2027-2028 |
| Phase 2 | Johnson K-8 | 2022-2023 | 2027-2028 |
| Phase 2 | King MS | 2022-2023 | 2027-2028 |
| Phase 2 | Lee MS | 2022-2023 | 2027-2028 |
| Phase 2 | Lincoln Memorial MS | 2022-2023 | 2027-2028 |
| Phase 2 | Nolan MS | 2022-2023 | 2027-2028 |
| Phase 2 | Rangeland HS | N/A | 2027-2028 |
| Phase 2 | Sugg MS | 2022-2023 | 2027-2028 |

**ERATE - Network Infrastructure**

| 2028-2029 Funding Year | School / Site Name | Historical Install Date | Projected Install Date |
|---|---|---|---|
| Phase 3 | Abel ES | 2023-2024 | 2028-2029 |
| Phase 3 | Anna Maria ES | 2023-2024 | 2028-2029 |
| Phase 3 | Ballard ES | 2023-2024 | 2028-2029 |
| Phase 3 | Blackburn ES | 2023-2024 | 2028-2029 |
| Phase 3 | Braden River ES | 2023-2024 | 2028-2029 |
| Phase 3 | Freedom ES | 2023-2024 | 2028-2029 |
| Phase 3 | Gullett ES | 2023-2024 | 2028-2029 |
| Phase 3 | Kinnan ES | 2023-2024 | 2028-2029 |
| Phase 3 | McNeal ES | 2023-2024 | 2028-2029 |
| Phase 3 | Mills ES | 2023-2024 | 2028-2029 |
| Phase 3 | Palma Sola ES | 2023-2024 | 2028-2029 |
| Phase 3 | Sea Breeze ES | 2023-2024 | 2028-2029 |
| Phase 3 | Stewart ES | 2023-2024 | 2028-2029 |
| Phase 3 | Tara ES | 2023-2024 | 2028-2029 |
| Phase 3 | Williams ES | 2023-2024 | 2028-2029 |
| Phase 3 | Willis ES | 2023-2024 | 2028-2029 |
| Phase 3 | Witt ES | 2023-2024 | 2028-2029 |

## 6.5 Server Infrastructure Refresh Plan

| Fiscal Year | Data Center Servers | Data Center Storage | Historical Install Date | Estimated Cost |
|---|---|---|---|---|
| 2024-2025 | Server/Network Infrastructure | Enterprise Infrastructure Solution | 2013, 2015-2018 | $1,500,000 |
| 2025-2026 | Maintenance & Warranty | Maintenance & Warranty | 2024-2025 | N/A |
| 2026-2027 | Maintenance & Warranty – Planned Evaluation – Server Performance | Maintenance & Warranty Planned Evaluation – Storage Performance | 2024-2025 | N/A |
| 2027-2028 | Maintenance & Warranty Planned Evaluation – Server Performance | Maintenance & Warranty Planned Evaluation – Storage Performance | 2024-2025 | N/A |
| 2028-2029 | Maintenance & Warranty Planned Evaluation – Server Performance | Maintenance & Warranty Planned Evaluation – Storage Performance | 2024-2025 | N/A |
| 2029-2030 | Server/Network Infrastructure | Enterprise Infrastructure Solution | 2013, 2015-2018, 2024-2025 | $2,100,000 |

## 6.6 High School Sports Fields Sound System Upgrades

| Baseball | Softball | Year | Football/Soccer/Track | Gym |
|---|---|---|---|---|
| | | **2026-2027** | | |
| Lakewood Ranch<br>Planned Evaluations:<br>Bayshore<br>Braden River<br>Parrish Community<br>Southeast<br>Maintenance-All High Schools | Planned Evaluations:<br>Bayshore<br>Braden River<br>Parrish Community<br>Southeast<br>Maintenance-All High Schools | | Lakewood Ranch<br>Planned Evaluations:<br>Parrish Community<br>Southeast<br>Maintenance-All High Schools | Planned Evaluations:<br>Parrish Community<br>Maintenance-All High Schools |
| | | **2027-2028** | | |
| Parrish Community<br>Rangeland<br>Maintenance- All High Schools | Parrish Community<br>Maintenance-All High Schools | | Palmetto<br>Parrish Community<br>Rangeland<br>Maintenance-All High Schools | Maintenance -All High Schools |
| | | **2028-2029** | | |
| Southeast<br>Maintenance -All High Schools | Maintenance -All High Schools | | Bayshore<br>Braden River<br>Maintenance-All High Schools | Maintenance -All High Schools |
| | | **2029-2030** | | |
| Maintenance -All High Schools | Maintenance -All High Schools | | Southeast<br>Maintenance-All High Schools | Maintenance -All High Schools |

## 6.7 Car Rider Audio/Dismissal Infrastructure (Annual Maintenance)

| Elementary School | Historical Install Date | Projected Install Date |
|---|---|---|
| Abel | 2025/2026 | Maintenance |
| Ballard | 2025/2026 | Maintenance |
| Barbara Harvey K-8 | Pikmykid 2025/2026 | Maintenance |
| Blackburn | No System | Planned Evaluation 2026/2027 |
| Daughtrey | No System | Planned Evaluation 2026/2027 |
| Gullett | 2026/2027 | Maintenance |
| Kinnan | 2023/2024 | Maintenance |
| Manatee | No System | Planned Evaluation 2026/2027 |
| Miller | 2026/2027 | Maintenance |
| Moody | No System | Planned Evaluation 2026/2027 |
| Oneco | Safe Dismissal | Maintenance |
| Palm View K-8 | 2025/2026 | Maintenance |
| Prine | No System | Planned Evaluation 2026/2027 |
| Rye Ranch | Pikmykid | Maintenance |
| Sea Breeze | 2023/2024 | Maintenance |
| Tara | 2023/2024 | Maintenance |
| Veterans | Pikmykid | Maintenance |
| Willis | Pikmykid | Maintenance |

| Elementary School | Historical Install Date | Projected Install Date |
|---|---|---|
| Anna Maria | 2024-2025 | Maintenance |
| Bashaw | No System | Planned Evaluation 2026/2027 |
| Bayshore | 2022/2023 | Maintenance |
| Braden River | Pikmykid | Maintenance |
| Freedom | Car Rider Pro 2025/2026 | Maintenance |
| Johnson K-8 | Safe Dismissal | Maintenance |
| Lake Manatee K-8 | Pikmykid | Maintenance |
| McNeal | 2023/2024 | Maintenance |
| Mills | 2023/2024 | Maintenance |
| Myakka | No System | Planned Evaluation 2026/2027 |
| Palma Sola | Car Rider Pro | Maintenance |
| Palmetto | 2023/2024 | Maintenance |
| Rogers Garden-Bullock | No System | Planned Evaluation 2026/2027 |
| Samoset | No System | Planned Evaluation 2026/2027 |
| Stewart | 2023/2024 | Maintenance |
| Tillman | No System | Planned Evaluation 2026/2027 |
| Williams | Pikmykid | Maintenance |
| Witt | 2025/2026 | Maintenance |

## 6.8 School - Instructional/Administrator 5-Year Projected Laptop Refresh

| | | | | |
|---|---|---|---|---|
| **2026-2027** | | | | |
| Lincoln Middle | | | | |
| Rye Ranch Elementary | | | | |
| Veterans Elementary | | | | |
| **2027-2028** | | | | |
| Rangeland High | | | | |
| **2028-2029** | | | | |
| Abel Elementary | Bayshore High | Freedom Elementary | Manatee High | Southeast High |
| Bashaw Elementary | Braden River High | Haile Middle | | |
| **2029-2030** | | | | |
| Anna Maria Elementary | Braden River Middle | Myakka Elementary | Palm View K-8 | Sugg Middle |
| Ballard Elementary | Dr. Mona Jain Middle | Palma Sola Elementary | Parrish Community High | Tillman Elementary |
| Braden River Elementary | Lee Middle | Palmetto Elementary | Seabreeze Elementary | Williams Elementary |
| | Manatee Elementary | Palmetto High | Stewart Elementary | Horizons Academy |
| **2030-2031** | | | | |
| Barbara Harvey K-8<br>North River Ranch | Gullett Elementary | Lakewood Ranch Elementary | Nolan Elementary | Samoset Elementary |
| Bayshore Elementary | Johnson K-8 | McNeal Elementary | Oneco Elementary | Tara Elementary |
| Blackburn Elementary | King Middle | Miller Elementary | Prine Elementary | Willis Elementary |
| Buffalo Creek Middle | Kinnan Elementary | Mills Elementary | Rogers Garden Elementary | Witt Elementary |
| Daughtrey Elementary | Lake Manatee K-8 | Moody Elementary | | |

## 6.9 School – Student – Chromebook Refresh

| OEM/Model | Quantity | Projected Service Years | Projected Fiscal Year Refresh | Google End of Life/OS Support |
|---|---|---|---|---|
| | | | | |
| HP Chromebook 11A G8 EE | 13,087 | 2022-2027 | 2027-2029 | June 2029 |
| Hp Chromebook 14 - db0/HP Chromebook 14A G5 | 80 | 2021-2027 | 2027–2028 | June 2029 |
| HP Chromebook 11MK/MTK G9 EE | 13,224 | 2021–2028 | 2028-2029 | June 2030 |
| HP Chromebook 11 G9 EE/NT/T | 16,853 | 2023-2028 | 2028-2030 | June 3031 |
| Hp CB 14 G7 | 399 | 2025-2030 | 2030-2031 | June 3031 |
| HP Fortis 11" G10 | 10,023 | 2025-2030 | 2030-2031 | June 2033 |
| HP Fortis 14" G11 | 6 | 2025-2030 | 2030-2031 | June 2033 |
| HP Fortis G1i | 5 | 2025-2030 | 2030-2031 | June 2033 |
| HP 11 Fortis G1m RUGGED | 1,210 | 2026-2031 | 2031-2032 | June 2033 |
| HP Fortis G1m 11 Clamshell | 464 | 2026-2031 | 2031-2032 | June 2033 |
| HP Fortis 11 FLIP G1 | 120 | 2026-2031 | 2031-2032 | June 2033 |
| HP Fortis 11 FLIP G1m (T) | 135 | 2026-2031 | 2031-2032 | June 2033 |

## 6.10 Mobile Devices (Windows) – Estimated Refresh

| 2026-2028 | | | | | |
|---|---|---|---|---|---|
| **OEM** | **Model** | **Quantity** | **Fiscal Year – Purchase** | **Projected Fiscal Year Refresh** | **Student/Staff** |
| HP | 745 G6, PB 455 G6/G7, PB 640 G5 | 756 | 2020-2021 | 2027-2028 (Hardware Re-Provisioning) | Teacher/Staff/Admin |
| **2027-2028** | | | | | |
| **OEM** | **Model** | **Quantity** | **Fiscal Year – Purchase** | **Projected Fiscal Year Refresh** | **Student/Staff** |
| HP | ProBook 11, X360 EE G4, G5 | 110 | 2021-2022 | 2028-2029 (Hardware Re-Provisioning) | Staff/Student |
| HP | EB 845 G7, 840 G9 | 92 | 2021-2022 | 2028-2029 | Staff/Admin |
| HP | PB/EB 640 G8, G9 | 1,357 | 2022-2023 | 2028-2029 (Hardware Re-Provisioning) | Teacher/Staff |
| HP | ProBook X360 435 G7, G8 | 77 | 2022-2023 | 2028-2029 | Student |
| HP | EB X360 1030 G G7 | 151 | 2022-2023 | 2028-2029 | Admin/Staff |
| **2028-2031** | | | | | |
| **OEM** | **Model** | **Quantity** | **Fiscal Year – Purchase** | **Projected Fiscal Year Refresh** | **Student/Staff** |
| HP | EB 640 G10 | 1,929 | 2023-2025 | 2028-2030 | Teacher/Staff |
| HP | EB X360 1040 G10 | 52 | 2023-2024 | 2029-2030 | Admin/Staff |
| HP | EB 16" 660 G11 | 65 | 2024–2025 | 2030-2031 | Admin/Staff |
| HP | EB 14" 640 G11 | 1361 | 2024-2025 | 2030-2031 | Admin/Staff |
| HP | EB 14" X360 1040 G11 | 151 | 2025-2026 | 2031-2032 | Admin/Staff |
| HP | EB 14" X Flip G1i/G2i | 8 | 2026-2027 | 2032-2033 | Admin Staff |
| HP | EB 6 14" G1i | 271 | 2026-2027 | 2032-2033 | Admin/Staff |

## 6.11 Desktop Devices (Windows) – Estimated Refresh

| 2027-2028 | | | | | |
|---|---|---|---|---|---|
| **OEM** | **Model** | **Quantity** | **Fiscal Year – Purchase** | **Projected Fiscal Year Refresh** | **Student/Staff** |
| HP | 705 G5 DM | 272 | 2020-2021 | 2027-2028 or Hardware Re-Provisioning | Student/P/Staff |
| **2028-2031** | | | | | |
| **OEM** | **Model** | **Quantity** | **Fiscal Year – Purchase** | **Projected Fiscal Year Refresh** | **Student/Staff** |
| HP | ED 800 G4/WKS | 101 | 2021-2022 | 2027-2028 | Student/Staff |
| HP | ED 800 G6 | 1709 | 2021-2023 | 2027-2029 | Student/Staff |
| HP | EM 800 G9 | 1731 | 2023-2025 | 2030-2031 | Student/Staff |
| HP | ED 8 M G1i AI | 192 | 2026-2027 | 2031-2032 | Student/Staff |
| **2024-2028 Vocational/Media-TV/Special Programs/As Needed** | | | | | |
| **OEM** | **Model** | **Quantity** | **Fiscal Year – Purchase** | **Projected Fiscal Year Refresh** | **Student/Staff** |
| HP | Z Series | 670 | 2020-2026 | TBD Annually | Student/Staff |

### 6.12 Apple Devices (IPADS and MACS – Optional Device)

| OEM | Model | |
|---|---|---|
| Apple | iPad Pro 2nd Gen | 4 |
| Apple | iPad mini 2nd Gen | 1 |
| Apple | iPad Pro 3rd Gen | 8 |
| Apple | iPad Pro 4th Gen | 201 |
| Apple | iPad 4th Gen | 3 |
| Apple | iPad mini 4th Gen | 2 |
| Apple | iPad 5th Gen | 5 |
| Apple | iPad mini 5th Gen | 10 |
| Apple | iPad 6th Gen | 39 |
| Apple | iPad 7th Gen | 43 |
| Apple | iPad 8th Gen | 98 |
| Apple | iPad 9th Gen | 527 |
| Apple | iPad 10th Gen | 226 |
| Apple | iPad (A16) 11-inch | 218 |
| Apple | iPad Pro 11-inch (M4) | 10 |
| Apple | iPad Pro 11-inch (M5) | 44 |
| Apple | MacBook Pro | 21 |
| Apple | MacBook Air | 1 |
| Apple | Mac Studio | 2 |

| | | |
|---|---|---|
| Apple | Mac mini | 2 |
| Apple | iMac | 45 |

### 6.13 Television Production Studio, Field Equipment, and IPTV Distribution System

The Television Services department is responsible for upgrading and refreshing technology across all school TV production studios based on identified needs through regular assessments. All upgrades are subject to securing funding approval from the Capital Committee.

## 6.14 Elementary School Multi-Function Devices

| School | Model | Type | Device Count | End Date | Estimated State Date | End Date | Estimated-New 5 Year Lease Total |
|---|---|---|---|---|---|---|---|
| Abel | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 3 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $36,804.60 |
| Anna Maria | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 2 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $24,536.40 |
| Ballard | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 3 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $36,804.60 |
| Bashaw | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 3 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $36,804.60 |
| Bayshore | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 4 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $49,072.80 |
| Blackburn | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 3 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $36,804.60 |
| Braden River | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 3 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $36,804.60 |
| Daughtrey | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 4 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $49,072.80 |
| Freedom | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 3 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $36,804.60 |
| Gullett | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 5 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $61,341.00 |
| Kinnan | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 4 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $49,072.80 |
| Manatee | Bizhub 550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| | Bizhub 550i | B/W | 4 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $49,072.80 |
| McNeal | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 4 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $49,072.80 |
| Miller | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 3 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $36,804.60 |
| Mills | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 7 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $85,877.40 |
| Moody | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 4 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $49,072.80 |
| Myakka | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $12,268.20 |
| Oneco | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 3 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $36,804.60 |
| Palma Sola | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 3 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $36,804.60 |
| Palmetto | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 4 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $49,072.80 |
| Prine | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 4 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $49,072.80 |
| Rogers Garden | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 3 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $36,804.60 |
| Rye Ranch | Bizhub C550i | C | 1 | 6/30/2030 | 07/01/2030 | 06/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 4 | 6/30/2030 | 07/01/2030 | 06/30/2033 | $49,072.80 |
| Samoset | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 3 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $36,804.60 |
| Sea Breeze | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| | Bizhub 550i | B/W | 3 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $36,804.60 |
| Stewart | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 3 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $36,804.60 |
| Tara | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 3 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $36,804.60 |
| Tillman | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 3 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $36,804.60 |
| Veterans | Bizhub C550i | C | 1 | 6/30/2030 | 07/01/2030 | 06/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 4 | 6/30/2030 | 07/01/2030 | 06/30/2033 | $49,072.80 |
| Williams | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 4 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $49,072.80 |
| Willis | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 3 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $36,804.60 |
| Witt | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 4 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $49,072.80 |
| | | | | | | | $1,900,733.40 |

## 6.15 Middle School Multi-Function Devices

| School | Model | Type | Device Count | End Date | Estimated Start Date | End Date | Estimated – New 5 Year Lease Total |
|---|---|---|---|---|---|---|---|
| Braden River | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 5 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $61,341.00 |
| Buffalo Creek | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 5 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $61,341.00 |
| Haile | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 5 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $61,341.00 |
| Mona Jain | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 4 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $49,072.80 |
| King | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 4 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $49,072.80 |
| Lee | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 4 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $49,072.80 |
| Lincoln Memorial | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 2 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $24,536.40 |
| Nolan | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 4 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $49,072.80 |
| Sugg | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 4 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $49,072.80 |
| | | | | | | | $605,506.80 |

## 6.16 Combination/K-8 Schools Multi-Function Devices

| Combination/K-8 Schools | Model | Type | Device Count | | End Date | | Estimated Start Date | End Date | Estimated – New 5 Year Lease Total |
|---|---|---|---|---|---|---|---|---|---|
| Barbara Harvey K-8 at Copperstone | Bizhub C550i | C | 1 | | 6/30/2028 | | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 5 | | 6/30/2028 | | 7/1/2028 | 6/30/2033 | $61,341.00 |
| Barbara Harvey K-8 at North River Ranch | Bizhub C550i | C | 1 | | 6/30/2028 | | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 4 | | 6/30/2028 | | 7/1/2028 | 6/30/2033 | $49,072.80 |
| Johnson K-8 | Bizhub c550i | C | 1 | | 6/30/2028 | | 7/01/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 5 | | 6/30/2028 | | 7/01/2028 | 6/30/2033 | $61,341.00 |
| Lake Manatee K-8 | Bizhub C550i | C | 1 | | 6/30/2028 | | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 4 | | 6/30/2028 | | | 6/30/2033 | $49,072.80 |
| Palm View K-8 | Bizhub C550i | C | 1 | | 6/30/2028 | | 7/01/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 3 | | 6/30/2028 | | 7/01/2028 | 6/30/2033 | $36,804.60 |
| | | | | | | | | | $341,845.20 |

## 6.17 High School – Multi Function Devices

| School | Model | Type | Device Count | End Date | Estimated Start Date | End Date | Estimated – New 5 Year Lease Total |
|---|---|---|---|---|---|---|---|
| Bayshore | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 5 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $61,341.00 |
| Braden River | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 6 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $73,609.20 |
| Lakewood Ranch | Bizhub C550i | C | 2 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $33,685.20 |
| | Bizhub 550i | B/W | 8 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $98,145.60 |
| Manatee | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 10 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $122,682.00 |
| Palmetto | Bizhub C550i | C | 2 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $33,685.20 |
| | Bizhub 550i | B/W | 8 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $98,145.60 |
| Parrish Community | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 7 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $85,877.40 |
| Southeast | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 6 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $73,609.20 |
| Horizons | Bizhub 550i | B/W | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $12,268.20 |
| | | | | | | | $777,261.60 |

| Planned Expansion High School | Model | Type | Device County | Start Date | | | | End Date | Estimated – New 5 Year Least Total |
|---|---|---|---|---|---|---|---|---|---|
| Rangeland | Bizhub C550i | C | 1 | 7/1/2027 | | | | 6/30/2032 | $16,842.60 |
| (August 2027) | Bizhub 550i | B/W | 7 | 7/1/2027 | | | | 6/30/2032 | $85,877.40 |
| | | | | | | | | | $102.720.00 |

## 6.18 District and Additional Sites – Multi-Function Devices

| School/Site | Model | Type | Device Count | End Date | Estimated Start Date | End Date | Estimated – New 5 year Lease Total |
|---|---|---|---|---|---|---|---|
| Harllee | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 2 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $24,536.40 |
| Matzke | Bizhub C550i | C | 3 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $50,527.80 |
| | Bizhub 550i | B/W | 3 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $49,072.80 |
| MTC Main | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 4 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $49,072.80 |
| MTC East | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 2 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $24,536.40 |
| MTC@SRQ | Bizhub C550i | C | 1 | 06/30/2030 | 07/01/2030 | 06/30/2033 | $16,842.60 |
| PSC | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $33,685.20 |
| | Bizhub 550i | B/W | 4 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $36,804.60 |
| SSC | Bizhub C550i | C | 2 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $33,685.20 |
| | Bizhub 550i | B/W | 7 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $85,877.40 |
| Wakeland Support | Bizhub C550i | C | 1 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $16,842.60 |
| | Bizhub 550i | B/W | 2 | 6/30/2028 | 7/1/2028 | 6/30/2033 | $24,536.40 |
| | | | | | | | $496,548.00 |
| | | | | | | | $4,224,615.00 |

## 6.19 District Printing/Duplicating (Print Services Center)

| Manufacturer | Model | Lease End | Projected Lease/Maintenance Start | Projected Lease End | Estimated New 5 Year Lease Cost |
|---|---|---|---|---|---|
| Konica-Minolta | AccurioPress 6727P | February 2029 | March 2029 | February 2034 | $292,368.00 |
| Konica-Minolta | AccurioPress 6727P | February 2029 | March 2029 | February 2034 | $292,368.00 |
| Konica-Minolta | AccurioPress 7136P | February,2029 | March,2029 | February 2034 | $140,730.60 |
| Konica-Minolta | AccurioPress C5080 | February 2029 | March 2029 | February 2034 | $198,220.20 |
| Konica-Minolta | AccurioPress C5070 | N/A | March 2029 | February 2034 | $128,517.00 |
| Konica-Minolta | Software | February 2029 | March 2029 | February 2034 | $52,800 |
| Konica-Minolta | Maintenance | February 2029 | March 2029 | February 2034 | TBD |
| Printing Services Storefront | Printing Services Storefront | February 2029 | March 2029 | February 2034 | $52,800 |
| | | | | | $1,157,803.80 |

## SECTION 7
## FUNDING PLAN

### 7.1 Major Funding Sources

The majority of funds utilized for the acquisition and support of technology come from within the district. Many of the figures provided below must be considered estimates as it is difficult to obtain precise figures when multiple funding sources are involved, when technology costs can vary, and when projecting into the future.

### 7.1.1 District Operating Budget - Information Technology Division

The staff costs for Information Technology (IT) and schools that have allocated Technology Lab Manager positions, and School Technology Support Technicians are generally funded from the operating budget. Other funding sources for staff positions may be applicable from year to year. These operating funds are considered recurring funds. Staffing allocation costs across these (4) cost centers to support Information Technology is responsible for most general fund expenditures.

Maintenance fees for district level software systems, and the cost for leasing telephony, data lines, and cellular services are also a part of the operating budget. A portion of operating funds is provided for software, technology related supplies, and for non-capitalized equipment. The IT Division consists of 3 cost centers: Information Technology, Printing & Duplicating, and Property Records & Retention. The Student Demographics/Projections department reports to the Director of Assessment, Accountability, and Research.

**5 Year Budget (Historical):**

| Department | 2022-2023 | 2023-2024 | 2024-2025 | 2025-2026 | 2026-2027 |
|---|---|---|---|---|---|
| Student Demographics | $1,294,401.57 | $1,136,679.44 | $875,752.20 | $829,830.76 | $812,782.85 |
| Information Technology | $8,568,344.82 | $8,733,588.70 | $10,775,538.80 | $9,428,194.89 | $9,017,546.65 |
| Property Records | $916,306.57 | $856,168.08 | $385,163.52 | $335,766.02 | $373,084.31 |
| Printing and Duplicating | $784,652.71 | $780,867.06 | $648,933.65 | $768,730.36 | $854,972.44 |

**5 Year Budget (Actual Expense):**

| Department | 2022-2023 | 2023-2024 | 2024-2025 | 2025-2026 | 2026-2027 |
|---|---|---|---|---|---|
| Student Demographics | $1,219,460.16 | $1,120,259.63 | $875,157.81 | $829,830.76 | TBD |
| Information Technology | $7,328,369.03 | $7,710,202.21 | $10,560,109.97 | $9,278,797.99 | TBD |
| Property Records | $350,432.00 | $803,422.09 | $384,714.14 | $335,020.24 | TBD |
| Printing and Duplicating | ($14,109.52) | ($614,359.68) | $633,424.99 | $6,171.32 | TBD |

### 7.1.2 District Capital Outlay Funds (Millage Funds and Sales Tax Proceeds)

A percentage of these funds are used to purchase technology equipment and to maintain/upgrade the technology infrastructure. These funds are reviewed and approved by the Capital Planning Committee annually and presented to the School Board for final approval.

| Department | 2026 | 2027 | 2028 | 2029 | 2030 |
|---|---|---|---|---|---|
| Information Technology | $13,553,287 | $12,965,261 | $15,379,337 | $16,119,924 | $14,685,966 |
| Printing and Duplicating | $582,978 | $582,978 | $582,978 | $641,427 | $641,427 |

Capital Outlay Funds listed above are estimated and will be updated based on School Board approval of annual budget. These funds identified in the above table are specific to the budgets identified in the (2) cost centers listed.

### 7.1.3 E-Rate Funding

The district has successfully applied for E-Rate federal funds annually since the inception of the program (20+ years). The Category One service supports data transmission services and/or INTERNET Access. The Category Two Services supports internal connections, managed internal broadband services, and basic maintenance of internal connections as outlined in the Eligible Services List published annually by Universal Service Administrative CO. (USAC). These service types include critical eligible products, such as access points, routers, switches, and structured cabling.

This program continues to be a critical part of the district's funding of technology infrastructure and INTERNET services. Category One eligible services continue to be funded at 80%.

ERATE Funding Year (2026-2027) Category 2 funding has increased from $167 per student to $201.57 per student. The district's financial obligation for eligible services will be 20% during this first full budget cycle (FY2026-2030). The district's eligible E-rate available funds for Category 2 funding requests is estimated at $9,373,811.28. This number is subject to change during the administrative window, The district's financial obligation for eligible services is estimated at $1,874,762.25. In funding year 2026 $3,420,706.94 of the budget has been requested ($2,531,246.75 in review + $889,460.19 committed). As of October 1, 2026 we currently have $5,953,104.34 of the budget remaining. This section will be updated when approval from USAC is received.

### 7.1.4 Additional Funding Sources

There are other sources of funding used for the procurement of technology including:

- Career & Professional Education (CAPE)
- Donations
- Grants
- IDEA-B (Specialized Equipment)
- School Internal Accounts

- School Discretionary FF&E
- Specialized Academic Instruction (SAI)
- School Improvement Plan (SIP)
- Title I and Title IV
- Florida School Recognition Funds
- Sales Tax Proceeds
- Other

Due to yearly variations, this Technology Plan omits projections for these expenditures.

The Information Technology (IT) Division works within its allotted budget to support the technological needs of our district. The projected funding for network/hardware, support staff, hardware and software maintenance, capital outlay for equipment, and funding for software acquisition are needed to meet the challenging and changing needs of technology in the district.

## SECTION 8
## TECHNOLOGY ACQUISITION PLAN

### 8.1 Identifying Appropriate Technologies

The district continually reviews new technologies that can enhance and improve teaching and learning, in addition to, district business requirements.

The process will include system age identification, quantity of systems per site, student counts per site and staff counts per site. The goal will be to implement a sustainable refresh replacement plan that will ensure equitable up to date technology at all schools and department sites using a centralized purchasing approach of approved technology.

Alignment to district goals, District Strategic Plan and standardization is a requirement. Standards have been set for computers, audio visual equipment (panels), interactive classroom technology, multi-function devices, network printers, networking, telephone infrastructure and handsets, public address systems, athletic field sound systems and peripheral devices.

### 8.2 Acquisition to Meet Widest Range of Student Needs

The School District of Manatee County (SDMC) District Leadership Team continuously reviews all educational software applications annually for effectiveness and targeted implementation.

### 8.3 Acquisition Timetable

The district maintains a centralized procurement process to purchase technology at all school and department sites. The goal is for the district to maintain funding and sustain the technology refresh cycle to ensure no school relies on irrelevant technology beyond its useful life cycle. The computer refresh plan is an annual priority.

The refresh plan will require the removal of outdated legacy systems and technology equipment that are no longer relevant and sustainable for SDMC students and staff. Additionally, these outdated systems create significant security vulnerabilities to the district. The district Tech4Students program provides an alternative to the traditional surplus of legacy devices. Legacy devices that are not conditioned to provide to students through this program follow district procedures and board policies to surplus devices.

### 8.4 Acquisition Standards and Procedures

The district has developed procedures and standards for technology acquisition. Standards and procedures are reviewed each year for potential revision. Key examples are as follows:

- Computer Standards include desktops, mobile devices, monitors, printers, digital displays, MFD and other peripheral devices used in the classroom and support departments.
- A standardization of network specifications, structured cabling including PA, telephony (VoIP) specifications and procedures.
- Manatee Schools Television department recommends AV solutions and equipment used in our schools. Changes are made each year based on repair history and price changes.
- All servers are managed by Data Center Services (DCS). DCS determines appropriate patches, upgrades, security vulnerabilities, and system hardening. Servers are purchased with three or five-year support agreements.
- Staff are required to submit service desk tickets to request services from the Information Technology Division.
- Future RFP/RFQs directly related to the acquisition of a new Enterprise Resource Planning System and Student Information System will require an outside consultant and/or subject matter expert(s) to thoroughly analyze district needs. Prior to engaging in this expenditure for an outside consultant, the Superintendent will request the School Board approve the expenditure for the outside consultant.
- SDMC will clearly explain benchmarks based upon RFP/RFQ that are expected in responses, scoring criteria and how to evaluate each RFP/RFQ based on specific criteria.
- SDMC will develop negotiation plan for IT service provider contracts that encompass the full and complete scope of services, cost, deliverables, and penalties for failure to meet a specified and agreed schedule.
- Procurement at the lowest price consistent with desired quality in accordance with standards and following local, state, and federal procurement policies and statutes including ERATE requirements set

by Universal Service Administrative CO. (USAC). USAC administers the Universal Service Fund under the direction of the Federal Communications Commission (FCC).

- Backup processes for IT systems that are identified as LEGACY replacement systems will be maintained to ensure that the replacement IT system and/or software is properly integrated and functioning.
- Major Information Technology Systems being considered for implementation in SDMC should have a proven K-12 footprint with a successful and documented record for delivering projects on time and on budget for similar services acquired by similar entities.
- Any service provider contract selected that contains provisions that deviate from the specifications included in RFP/RFQ must provide justified documentation on how the deviation did not compromise the competitive selection process or the desired outcome requested by the district.

### 8.4.1 ERATE Program Application Process

SDMC will follow the listed steps below and will incorporate any local procurement processes required by School Board policy when requesting E-Rate services:

1. Competitive Bidding
2. Selecting a Service Provider (most cost-effective provider)
3. Applying for Discounts
4. Application Review
5. Starting Services
6. Pay for discounted services or pay for services and invoice USAC for reimbursement.

See the Application Process Flowchart provided by the Universal Service Administrative Co.: https://www.usac.org/wp-content/uploads/e-rate/documents/Handouts/application-process-flow-chart.pdf. Source: www.usac.org.

### 8.4.2 – Acquisition Action Steps

The Information Technology Division follows the below procurement guidelines when purchasing Information Technology products. Purchasing Thresholds (quotes, solicitations, and board approval):

**Federal Funds**

- Micro-Purchases ≤$10,000: requester must determine if the price is reasonable based on price comparisons, actual prices paid for comparable items.
- Small Purchases >$10,000.00 but ≤$49,999.99: written quotes from an adequate number of sources must be provided (2 to 3 written quotes).

**Budgeted Funds**

- <$20,000.00: requester must obtain verbal quotes, comments in the requisition should read "Telephone quotes obtained from vendor 1, vendor 2, and vendor 3 (use vendors' name). Records maintained at site. Records are to be maintained by the requester and are subject to review by the buyer or auditors.
- Between $20,000.00 and $49,999.99: provide three written quotes and attach to the requisition. If a bid is already in place a quote from the awarded Vendor only is required.
- $50,000.00 or higher: Contact the buyer to determine if a bid is already in place. If no bid is in place, buyer will collaborate with you to determine the best path forward to making the purchase. Options are to piggyback another school district or public agency's bid or conduct our own bid. Please allow a minimum of 90-120 days to conduct a bid. Board approval is required on any purchase of $100,000.00 or greater. Note: Approval to apply and accept a grant is not sufficient to make the purchase. If over $100,000.00, Board approval must be obtained, and a bid or piggyback will need to be executed to make the purchase.

**Sole Source**

- Contact the buyer to determine if a bid is already in place. Obtain a sole source letter from the supplier and forward the letter and the department justification of need to the purchasing buyer.
- The purchasing department will verify and seek necessary review and approval, including board approval if required. The sole source process will take 15 business days to complete.

### 8.5 Guidance for Decision-Making

The Information Technology Leadership (ITL) Team provides guidance and direction to all schools and departments on the purchase and implementation of technology products and services.

Technology projects, implementations, and initiatives are reviewed by the Chief Technology Officer prior to acquisition. The goal is to standardize whenever possible and provide the most cost-effective solutions for district and school initiatives while meeting the instructional needs of all schools.

## SECTION 9
## ACCESS

### 9.1 Equitable Access

Equitable access to technologies to support teaching and learning is accomplished by:

- The district has implemented a hardware refresh program based on available annual funding. This program will use student enrollment numbers, staff unit allocations, and annual site assessments to determine equitable access to technology resources to support teaching, learning, and assessment testing at all schools.
- A multi-year plan is included in this technology plan that provides all schools with equitable access to networking infrastructure to ensure safe, secure, and efficient use of the INTERNET and INTRANET.
- Multi-year plan that provides updated technology and renovations to each school's media center.
- Interactive Digital Display Panel project for all academic classrooms.
- The District ESE department responds to requests from school staff and parents for assistive technologies. Laptop computers and special input/output devices are provided as appropriate after reviewing each individual case. Special software is also provided when needed. The ESE Department and IT Division staff work collaboratively together to ensure these requests are completed in a timely manner.
- All sites have INTERNET access to provide resources such as our district website, MYSDMC SSO, Student Information System, Business System, eLearning Manatee District Learning Management System and a variety of instructionally appropriate sites to support teaching and learning.
- The district's all-inclusive communications module delivers personalized voice messages, SMS texts, emails, mobile app push notifications, and announcements for staff, parents, and students. The system reports student absences and delivers important school or district information to the selected group of recipients.

- To reach all parents and community members, the Manatee Educational Television station broadcasts a variety of programs. School Board meetings are also broadcast live bi-monthly to keep the community informed.
- Crisis alert communication integration that meets the statutory requirements for Alyssa's Alert.
- MYSDMC FOCUS mobile application provides students, parents, and guardians with real-time access to grades and other important student resources.
- The district provides all school and department websites with a framework that automatically checks WCAG accessibility standards. Additionally, it automatically generates alternative formats for SDMC content that provides our users with added flexibility, choice, and providing a better digital experience.

### 9.2 Acceptable Use Guidelines

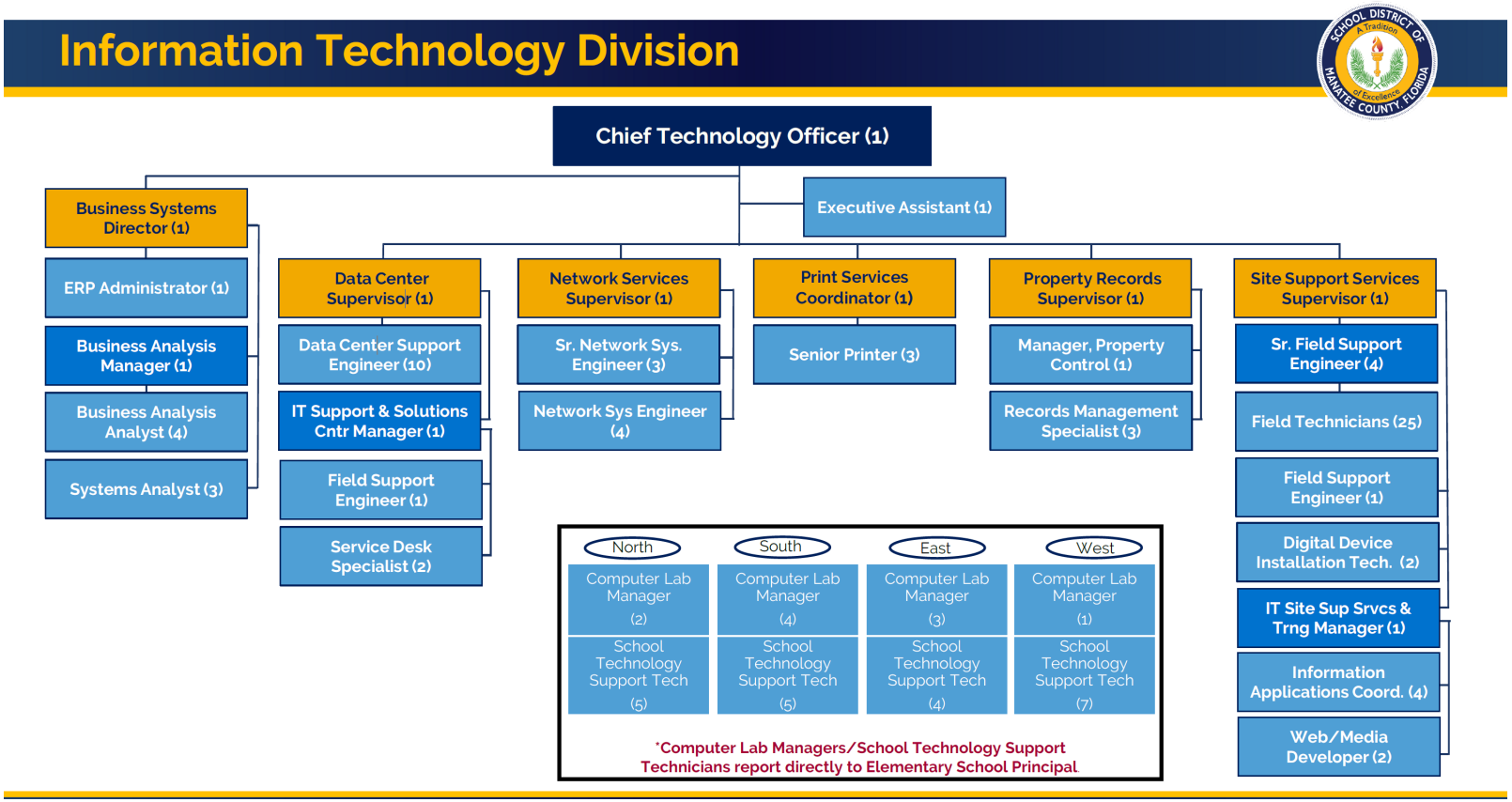
District Acceptable Use Guidelines have been approved by the School Board and have been electronically acknowledged annually by the employees of the School Board of Manatee County through MYSDMC SSO. The document protects the confidentiality of students, intellectual property rights, licensing agreements and addresses the legal/ethical standards for sharing resources with other educational entities (Appendix A).

A set of Website Guidelines has been developed to provide guidance to all sites publishing web-based documents. These guidelines are designed to keep students focused on instructional uses of web pages and to protect the integrity of the district (Appendix B).

## SECTION 10
## USER SUPPORT PLAN

### 10.1 IT Organizational Chart

Providing adequate technology support for teachers, staff, and students continues to be a focus area in the district's strategic plan.




View alternative format of IT Organizational Chart.

### 10.2 Network Support Services (NSS)

NSS is comprised of eight staff members. The team is led by the Supervisor of Network Support Services.

- 120 miles of district owned fiber
- 850 Network Switches serving 61 district sites
- 4400+ Wireless Access Points
- Cyber Security Detection and Prevention
- Dual Failover 20 GBPS Data Center Networks
- Dual 20 GBPS INTERNET Service Providers
- Dual HOSTED Firewalls
- E-rate program
- Hosted Web Filtering
- Manage and configure over 7,000 telephony handsets
- Network Access Control
- Network Infrastructure Replacement
- Network Monitoring
- Public Address Systems (PA/Intercom)
- Site Structured Cabling
- VoIP Infrastructure

Enterprise network management tools have been implemented that enable a greater degree of remote monitoring and problem solving.

The workorder priority is:

- District-wide network issue
- School-wide network issue
- Building network issue
- Lab network issue
- Classroom network issue
- User network issue

Four members of the NSS team are assigned to one of four regions (East, North, South, West).

### 10.3 Data Center Services (DCS)

The Data Center Services (DCS) team is comprised of eleven staff members. The team is led by the Supervisor of Data Center Services and Manager, IT Support and Solutions Center. The team is responsible for all SDMC servers and storage monitoring, troubleshooting, backup and recovery, replacement of defective systems and upgrade of legacy enterprise equipment.

The team supports all district servers (physical/virtual) and storage systems located both at the School Support Center, the MCPS location and the cloud.

Additional Services Supported by DCS:

- Application Support
- Audit Compliance and Remediation
- Certification Testing
- Cloud Services
- Cyber Security
- Data Loss Prevention
- Directory Services and Group Policies
- eDiscovery
- Enterprise Email
- Enterprise Printer Administration
- File Transfer Automation
- Google G-Suite
- Identity Management
- Imaging
- JAMF Enterprise Device Management – Apple
- Magic Info - Samsung
- Management Destiny Resource Manager
- MYSDMC SSO
- Security Awareness
- SharePoint
- System Updates

Four members of the DCS team are assigned to one of four regions (East, North, South, West).

### 10.4 IT Support and Solutions Center (Service Desk)

The IT Support and Solutions Center team is led by our IT Solutions and Support Center Manager, Service Desk Specialists (2), Data Center Engineer (1) and Field Support Engineer (1). This team is an extension of the Data Center Services department. The support ecosystem extends throughout the entire Information Technology Division, supporting over 100,000+ connected end point devices during any single instructional day.

**Service Level Agreements (SLA) Tiered Support Model:**

Tier 1 (Service Delivery Connect): First point of contact, responsible for initial issue triage and basic troubleshooting. SLA for Tier 1 responses is set to 15 minutes. Quick acknowledgment and initial assistance, and resolution.

Tier 2 (Service Delivery Resolve): Complex issues that require in-depth technical expertise. SLA for Tier 2 responses is set to 1 hour. Swift resolution of advanced technical problems.

Tier 3 (Service Delivery Expert): Reserved for the most challenging and critical issues that require deep expertise or collaboration with external vendors. SLA for Tier 3 responses is set at 2 hours. This tier recognizes the complexity of these challenges.

This tiered support model allows IT to address challenges effectively at various levels of complexity. The model ensures that issues encountered by our users receive prompt and timely attention while also providing the necessary expertise for complex technical challenges.

**Modernizing for Efficiency:**

Our team will implement technologies such as appointment bookings with Microsoft, an improved streamlined ticketing system and the utilization of built-in AI tools to find solutions to critical issues that our end users may encounter. This modernization will result in the delivery of faster and more efficient services, enhancing the overall user experience.

**Evolving to Meet User Expectations:**

We recognize in today's digital age, our users demand seamless, user-centric experiences. We will be focused on our users' service experience throughout the entire solutions support experience.

**Rebranding:**

Our continuous innovative approach to support our users demonstrates our adaptability and commitment to staying at the forefront of IT Service Delivery. This change signals to our staff and students that we are committed to providing the best IT service experience.

**Streaming Resources for Strategic Growth:**

Our annual commitment to continue to re-evaluate our IT resources and reallocate human and financial resources based on Superintendent and School Board approval allows us to focus on supporting our schools and departments to reach the strategic goals set by our Superintendent and School Board.

We are committed to staying competitive, efficient, and user focused. Our goal is to be recognized as a K-12 leader in IT Service Delivery.

### 10.5 Site Support Services (SSS)

The SSS team has 40 team members. The team is led by the Supervisor of Site Support Services, Manager, IT Support and Training Services, and (4) Sr. Field Support Engineers. One Field Support Engineer, Twenty-Three Field Technicians are assigned directly to school sites supporting a total of 49 schools for all Tier 1 and Tier 2 site support services. Field Technicians are assigned to (7) high schools, (9) middle schools, (4) K-8, and 1 Field Technician supports Manatee Technical College. (4) Field Technicians are assigned to each of the 4 Regions to support elementary schools assigned to those regions. District Departments (PSC, SSC, Matzke, Wakeland) and other sites are supported by assigned regions.

The team also has (2) Sr. Web Media Developer and (4) Application Coordinators that are involved in strategy and implementation of new applications and ongoing administration and training of existing applications including the management and oversight of the School District of Manatee County website – www.manateeschools.net.

**Site Support Services team's responsibilities include, but are not limited to:**

- Alyssa's Alert – Badging/User Management
- Centralized ID Badging Administration/User Management
- Centralized ID Badging Hardware Support
- Centralized Maintenance and Repair
- Crisis Alert School Mapping – School Asset Management
- Custom INTRANET Interfaces
- Destiny Resource Manager Administration/User Management
- Digital Display Devices – Promethean and Samsung
- Documentation Standards and Management
- Enterprise Device Distribution
- Enterprise Printers/MFD – Support and Troubleshooting
- Forms Standards and Management
- Inventory Management
- IT Surplus Project Management
- IT Training and Support
- Magic Info - Samsung
- Performance Sound Systems – Cafeterias, Gymnasiums, Athletic Stadiums/Fields
- Peripheral Devices
- Raptor
- Website Management/User Management

### 10.6 Systems and Programming Services

The Systems and Programming Services team consists of ten staff members. The team is led by the Director, Business Systems and Business Analysis Manager.

Business Systems

- Reports and Queries
- Security Administration
- Third-Party Vendor Support
- Training and Support
- Cost Report Server Management
- MTC Campus Solutions Support
- Project Data Fusion
- Focus Analytics – Custom
- Data Imports, Exports, and Integrations

Student Information System (FOCUS)

- SIS Third-Party Vendor Support
- SIS Ad Hoc Reporting
- SIS Auto Provisioning
- SIS FLEIDS
- SIS FOCUS Support
- SIS PostgreSQL
- SIS Data Imports, Exports, and Integrations
- State Reporting - Staff

### 10.7 Student Demographics

The Student Demographics/Student Information System (SIS) team consists of 9 staff members. The team is led by the Supervisor of Student Demographics.

The team's responsibilities include, but are not limited to:

- Enterprise Scheduling
- FOCUS Analytics
- FOCUS Communications Module
- FOCUS Gradebook
- FOCUS Student and Parent Portal
- FOCUS Training - Schools
- Primary Support – Registrars and Attendance Clerks
- Project Digitize – Active Students – ScribFolders
- State Reporting

Currently, the team supports the district's 32 elementary schools, 9 middle schools, 4 combined schools, 7 high schools, 17 charter schools, 10 contracted or "special" sites, and 4 alternative school sites.

### 10.8 Printing Services

The Printing Services (PSS) team consists of 4 staff members. The team is led by the Coordinator, Print Services. The team's responsibilities include, but are not limited to:

- Copiers
- Enterprise Storefront Management
- Printers
- Printing Services and Duplicating

Currently, the team supports the district's 32 elementary schools, 9 middle schools, 4 combined schools, 7 high schools, 12 contracted or "special" sites, and 4 alternative schools.

### 10.9 Property Records

The Property Records/Records Management (PRRM) team consists of five staff members. The team is led by the Supervisor of Property Records/Records Management. The PRRM team is responsible for the management of active and archived student and administrative records, secure electronic transmission of active and archived student records, timely response to subpoenas for student and employee records, as well as the tracking and disposition of all tangible personal property District wide.

Areas of responsibility include but are not limited to:

- Administration and Maintenance of Digital Repositories
- Annual Physical Inventory
- Creation and Update of Financial Assets - ERP
- Digitization and Maintenance of Student and Staff Records
- District Records Custodian
- Fulfillment of Requests – Student Records
- Inventory Transfers and Updates
- Processing of Electronic Transcripts - Alumni
- Recording of Acquisitions
- Records Management Liaison Officer (RMLO)
- Secure Storage
- Subpoena Service for Records

- Tagging of ALL Financial Assets
- Timely Destruction of Student and Administrative Records
- Training of School/District Level Personnel
- Transfer and Disposition – Surplus Property

This office ensures the timely destruction of student and administrative records in accordance with State retention guidelines. Currently, the team supports the district's 32 elementary schools, 9 middle schools, 4 combined schools, 7 high schools, 17 charter schools, 12 contracted or "special" sites, and 4 alternative school sites.

### 10.10 Computer Lab Managers and School Technology Support Technicians (STST)

Computer Lab Managers (CLM) and School Technology Support Technicians are currently assigned at elementary schools only. The School Technology Support Technician position is 11 months and reports directly to the Elementary Principal.

CLM and STST follow all Information technology best practices and operating procedures and provide Tier 1 technology support to each assigned school. Issues are escalated using the IT Division Technology Services Delivery framework. Site Support Services Field Technicians for each region and the Sr Site Support Engineer provide additional support and serve as the immediate escalation contacts for each school.

Site Support Services provides information and documentation to the CLM and STS as changes in technology occur and provides opportunities for meetings throughout the year to discuss technology support, providing an environment to collaborate and share ideas.

**Regional Technology Support Allocation**

| North Region | | South Region | | East Region | | West Region | |
|---|---|---|---|---|---|---|---|
| Blackburn El | CLM | Abel El | CLM | Freedom El | SST | Ballard EL | CLM |
| Harvey El | SST | Bashaw El | SST | Gullett El | SST | Miller EL | CLM |
| Mills El | CLM | Bayshore El | SST | Manatee El | SST | Moody El | SST |
| Palmetto El | CLM | Braden River El | CLM | McNeal El | SST | Palma Sola El | SST |
| Rye Ranch | SST/Shared | Daughtrey El | CLM | Myakka El | CLM | Prine El | CLM |
| Tillman El | SST | Kinnan El | SST | Willis El | CLM | Rogers El | SST |
| Veterans El | SST/Shared | Oneco El | SST | Witt El | CLM | Sea Breeze El | SST |
| Williams El | SST | Samoset El | CLM | | | Stewart El | SST |
| | | Tara El | SST | | | | |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| | | | | | | | |
| | | | | | | | |

### 10.11 MSTV

The MSTV team is responsible for airing approximately 2,000 program titles, and to broadcast satellite-received programming, training activities, and special events to create a level of equity in access to educational content among all schools in SDMC. The School Board of Manatee County workshops and meetings are broadcast and streamed live to citizens. Available at: https://www.manateeschools.net/mstv The MSTV studios are located on the Professional Support Center (PSC) campus. This department reports to the Director of Communications. Areas of responsibility include but are not limited to:

- 61 IPTV - Educational/Informational Channels
- Audio/Visual - Auditoriums
- Digital Signage – The Good News Channel
- MTCtv, Room S
- Schedules PSC/Wakeland
- School Based / Educational TV Studios
- Television Production Equipment

## SECTION 11
## STAFF TRAINING and PROFESSIONAL DEVELOPMENT PLAN

### 11.1 Increasing the Use of Technology in Classrooms and Media Centers

#### 11.1.1 Technology Integration Training

Proficiency is not enough; teachers need support to adopt new teaching methods and use technology to create unique learning experiences for students.

A professional learning curriculum aligned with this goal, accompanied by the expectation for continuous improvement, must be developed or adopted and delivered in multiple modalities to increase the pedagogical capacity of our instructional staff.

#### 11.1.2 Computer Based Training

The district currently uses MyPGS to allow staff to register and receive on-line and in person training.

The continued identification of training needs and delivery systems that minimizes teacher time away from the classroom and provides cost-effectiveness remains a high priority.

The continued use of TEAMS is a critical training delivery method that has provided training opportunities that minimizes time away from the primary assigned cost center.

#### 11.1.3 Enterprise Resource Planning – PeopleSoft HCM/FSCM Training

The Information Technology department implemented a new approach to PeopleSoft training for new staff members during onboarding. This approach ensured that specific courses were assigned based on their roles, guaranteeing that they received the necessary training for the District's Business System. Additionally, this approach provided continued professional development training opportunities for existing staff members in PeopleSoft FSCM and PeopleSoft HCM.

Moving forward the Business Systems team supports the Manatee Momentum Strategic Plan 2026 – 2029.

**GOAL 2.2 Grow People Well — From Day One**

To measure progress, two metrics have been established:

Metric 1: Maintain and enhance professional learning tools to include job aids, videos, and quick guides.

Metric 2: Establish PeopleSoft learning paths for specific job functionalities.

The Business Systems team offers various resources to assist in achieving these objectives, including:

- District Staff are provided with access to the SDMC Intranet PeopleSoft Training page, which offers a wide range of helpful resources. Included among these resources are over 600 categorized Job Aids that are tailored to specific modules, roles, and departments. The Intranet also contains an array of supplementary materials such as PeopleSoft Business Processes, Forms, Videos, Manuals, and various training sites. These resources are easily accessible and aim to enhance the training and knowledge of the staff.
- Members of the Leadership Team (managers and above) are identified during onboarding and are provided access to a manager resource page with relevant PeopleSoft Job Aids pertinent to their responsibilities.
- Business Analysts specializing in FSCM and HCM take a proactive approach by contacting Bookkeepers and Secretaries after their onboarding to discuss role-specific training opportunities.
- Whenever necessary, the Business Systems Team conducts tailored training sessions that cater to the specific needs of different departments. These training programs encompass both one-on-one sessions and group training. Following the training, typically a resource document is provided as a reference.
- More than 60 videos are available to assist users of the Business System. These videos are updated and modified whenever department leadership or mid-users introduce new business processes and procedures.

- At the time of hire, the Business Systems Team, using the KnowBe4 platform, sends a welcome email with a notification of automatic enrollment in basic employee Self-Service Training and additional details for all PeopleSoft Resources.

The main objective is to provide a comprehensive strategy that emphasizes the provision of effective training for PeopleSoft, covering the fundamental skills necessary for daily job tasks. Moreover, this approach aims to contribute towards the objective of cultivating creative and forward-thinking leaders within the organization and supporting school and district leaders.

### 11.1.4 Security Awareness

Information security policies are critical to safeguard our data systems, including hardware, software, and the personal information we collect, store, and transmit throughout the district. Understanding potential security threats results in greater awareness and protection for both the district and employee data.

Information Technology has developed a comprehensive training program that addresses multiple areas of concern related to Information Technology and Security Awareness. Annually, all SDMC users are required to complete specific Security Awareness Courses. These courses generally range from 5 to 30 minutes in length. Additionally, we have identified "user groups" that are required to complete additional security awareness courses throughout the year based on their specific role in our organization and to ensure we keep security awareness relevant and that we are reminded that each user plays a critical role in securing our student and staff data.

Examples of "user groups" are listed below:

- All Staff
- High Risk
- Information Technology
- Senior Leadership

Examples of Course Titles that are required based on assigned user groups are listed below:

- How Security Awareness Applies to Me: Educators
- Business Email Compromise
- 2026 Your Role: Internet Security and You
- AI Chatbots and Sharing Sensitive Information
- Security Snippets – Privileged User Access Management
- Secure Passwords Made Easy

### 11.1.5 ADA Compliance Training

The Information Technology division is bringing attention to the importance of creating and supporting ADA accessible documentation. A course has been developed addressing the how and the why of creating and viewing ADA accessible documentation. The course is offered to all School District of Manatee County staff at a minimum of one time a month and is offered in different formats to meet different training and scheduling needs.

### 11.1.6 Information Technology - Professional Development

Information Technology Leadership (ITL) requires all IT staff to complete a series of courses within the first 30 days of hire. All new IT hires are required to complete an IT Orientation that is designed to provide a strong foundation and in-place coaching for consistent and successful onboarding.

Training tracks are then assigned based on the IT Staff members department and/or position. Examples of courses are listed below:

**Professional Development Courses**

- GSuite Management
- Intercom and Bell Scheduling
- Introduction to Microsoft Teams
- IT Dashboards
- IT Staff Orientation
- MECM and Active Directory
- Microsoft Outlook
- MySDMC Service Desk – Intro for Technicians
- Phone and User Portal
- Promethean- Basic Training and Support
- Samsung-Basic Training and Support
- Scrib Overview/Scanning
- Surplus Procedures

### 11.1.7 Training Labs

There are four computer labs available within the district dedicated to training: one at the Professional Support Center, two at Wakeland Support Center and one at the School Support Center.

## 11.2 Professional Learning

The goal of a "high quality education" is embedded in the state's constitution. Experiencing such an education requires a high-quality professional development system for teachers, school leaders and staff. Our system consists of interrelated policies and practices that support professional learning.

The School District of Manatee County provides research-based learning opportunities, programs, and resources to build capacity for a highly functioning workforce with the shared responsibility of increasing student achievement. Employees access the intranet website to access the Professional Learning calendar and professional learning opportunities categorized by Learning by Role, Learning by Topic, and Learning by Libraries.

URL: https://www.manateeschools.net/o/sdmc/page/professional-learning

### 11.3 Leadership Development Programs

We seek to develop dedicated school-based leaders who:

- Uphold the highest standards of professional practice
- Commit to ongoing improvement toward student achievement.
- Establish positive learning environments.
- Foster positive professional relationships
- Build a culture of trust.
- Communicate clearly.
- Nurture teacher success.

Aspiring Leaders - The Aspiring Leaders program is a Level I Certification program designed to prepare instructional leaders for the Assistant Principal Pipeline.

During the year-long program, participants may earn 60+ Inservice Points through face-to-face and online components.

Assistant Principal Pipeline - The Assistant Principal Pipeline is a posted position for those interested in applying for an Assistant Principal position here in Manatee County seeking an interview. Applicants must hold a state certification for Educational Leadership and have 3 or more years of successful teaching experience with a minimum of 2 years of leadership experience.

In-county applicants are strongly encouraged to complete the Aspiring Leaders program to be eligible to apply for the Assistant Principal Pipeline. Out of County and Out of State applicants who meet pipeline requirements are welcome to apply.

Level II Principal Development - The Level II Principal Certification program is designed for Assistant Principals with at least 3 or more years' experience, currently employed by SDMC, who are seeking Level II certification to become a Principal.

Entrance into the program is by invitation from the Executive Directors. If selected, participants will attend the Gulf Coast Partnership (GCP) Resident Program at the University of South Florida in Tampa. Candidates who successfully complete the Level II Principal Certification program will be eligible to apply for the Principal Pipeline positions.

Email profdvt@manateeschools.net for more information regarding qualifications and requirements.

### 11.4 New Educator Development

We provide support and developmental opportunities to educators entering the field and teachers new to SDMC. Our comprehensive induction program includes partnerships between school sites, building personnel, and professionals within the Instructional Division. Contact: **profdvt@manateeschools.net** for more information.

### 11.5 Other Sources of Training and Technical Assistance

The following is a list of additional sources of ongoing training and technical assistance available to teachers and administrators:

- University of South Florida's Center for Instructional Technology (FCIT)
- Florida Digital Educator Program
- Florida Educational Technology Conference (FETC)
- State College of Florida (SCF) courses
- Florida Leadership Network training for Principals
- University of Central Florida's Instructional Technology Resource Center
- FLDOE Office of Educational Technology
- Florida Diagnostic and Learning Resources System (FDLRS)
- International Society for Technology in Education
- Vendor provided training based on Superintendent or Board Approval of products and services.
- LinkedIn Learning

## SECTION 12
## PROGRAM EVALUATION

### 12.1 Evaluation of Integration Process

The impact of instructional technology can only be measured against its impact on teaching and learning. Therefore, the district's goal was to adopt, implement, and sustain a measurement tool or rubric and incorporate its use into walkthrough and classroom observation instruments. To ensure meaningful data and inter-rater reliability, training on applying the selected rubric to learning events was developed, implemented, and delivered to all administrative staff charged with evaluating classroom instruction.

### 12.2 Evaluation System

The School District of Manatee County (SDMC) promotes student achievement by helping teachers and administrators excel in the school and classroom. Teacher effectiveness is the most influential factor to positively impact student achievement. Our goal is to promote innovative and effective teaching in every classroom. Supporting teachers to excel as professionals through a focus on a site-based system of support at every school, students will achieve more and be prepared for life after graduation.

URL: https://www.manateeschools.net/o/sdmc/page/evaluation-support

### 12.3 Impact on Achievement

A combination of assessment tools and strategies will be used to determine the impact of the technology plan on student achievement, as defined in the Florida Standards. The assessment plan will focus on the following areas:

- The ability of students to demonstrate basic technology operational knowledge and skills.
- The ability of students to utilize technology resources for learning, productivity, and creativity as applied to meeting subject area specifications defined in the Florida Standards.
- The ability of students to utilize technology to communicate ideas and work collaboratively to support individual learning and contribute to the learning of others.
- The ability of students to utilize technology to gather, evaluate and ethically use information from a variety of sources and media.

- The ability of students to use critical thinking skills to plan and conduct research, manage projects, solve problems, and make informed decisions utilizing appropriate technology tools and resources.
- The impact of technology utilization on student achievement as measured by the Florida Assessment of Student Thinking (FAST).
- Demonstration of understanding human, cultural, and societal issues related to technology and practice legal and ethical behavior.
- The ability of teachers to utilize technology in student learning experiences.
- The ability of teachers to utilize technology in the process of differentiating instruction to accommodate individual learning styles and modalities.
- The utilization of technology in the assessment of student performance including diagnosis (screening), monitoring (formative assessment), and examination of mastery (summative assessment) strategies. Annually, our schools will use data from the assessment plan to help drive staff development and move goals and objectives forward.

## SECTION 13
## STUDENT AND STAFF DATA PRIVACY

The School District of Manatee County, Fl, and the Information Technology Division is committed to Student and Staff data privacy. The school district is a member of the Student Data Privacy Consortium (SDPC) and the Florida Student Privacy Alliance (FSPA). The annual membership is currently funded by the Florida Department of Education.

The SDPC is a unique collaborative of schools, districts, regional, territories, and state agencies addressing the growing data privacy concerns. The school district's Chief Technology Officer is also a member of the Florida Student Privacy Alliance Committee. The FSPA currently has 60 of the 67 public school districts participating with over 1800+ agreements statewide.

The FSPA is a collaboration of Florida school districts that share common concerns around student privacy. The goal of the FSPA is to set standards of both practice and expectations around student privacy. This enables all vendors and schools to have common expectations when implementing any online application and entering into an agreement without having to renegotiate terms in every new instance. Visit the SDPC Resource RegistryA: https://privacy.a4l.org/sdpc-resource-registry/

Source: https://privacy.a4l.org/

## SECTION 14
## VENDOR RISK ASSESSMENT

In January 2023, the Information Technology Division implemented a vendor risk assessment review process that resulted in the process summarized below. Annually, a scheduled service desk preventive maintenance task has been created and will trigger a review process for annual renewals. New agreements, contracts, RFP, RFI, RFQ and requisitions are processed and reviewed prior to Superintendent recommendation and School Board approval. The Information Technology Pre-Vendor Application form is completed (Intranet Access) IT_MIS4101202.pdf for all new vendors.

**Follow the process outlined below prior to submission for board agenda review:**

Search for a vendor.

1. Execute process on vendor in risk assessment platform.
2. Send Cyber Security short form questionnaire to the contact provided by Business Systems or Procurement
3. Critical/High issues are to be remediated or responded to.
4. SOC Type II is required for vendors based on the review of the pre-vendor application and results of the cyber security questionnaire. Request annually from vendors once approved. Acceptable every two years. SOC Type I/Type III report may be substituted in some instances.
5. Response should explain why an issue cannot be remediated:
    a. Responses will be reviewed by Information Technology Cyber Incident Response Team/Committee or assigned Data Center Engineer Security professional.
    b. If necessary, the report will be sent to the School Board approved contracted cyber security vendor for review and response.

**The renewal process is outlined below and is based on a number of various risk factors.**

1. Execute process on vendor in risk assessment platform.

2. Send cyber security short form questionnaire to the contact provided by the business system or procurement department.
3. Critical/High issues are to be remediated or responded to.
4. SOC Type II is required for vendors based on the review of the pre-vendor application and results of the cyber security questionnaire. Request annually from vendors once approved. Acceptable every two years. SOC Type I/Type III report may be substituted in some instances.
5. Response should explain why an issue cannot be remediated.
    a. Responses will be reviewed by Information Technology Cyber Incident Response Team/Committee or assigned Data Center Engineer Security professional.
    b. If necessary, the report will be sent to the School Board approved contracted cyber security vendor for review and response.

**Requisitions to be approved by CTO through business system:**

1. CTO will contact DCS to kick off process if assessment is required.
2. Requisition will be pushed back until the process is completed.
3. Execute process on vendor in risk assessment platform.
4. Send cyber security short form questionnaire to the contact provided by the business system or procurement department.
5. Critical/High issues are to be remediated or responded to.
6. SOC Type II is required for vendors based on the review of the pre-vendor application and results of the cyber security questionnaire. Request annually from vendors once approved. Acceptable every two years. SOC Type I/Type III report may be substituted in some instances.
7. Response should explain why an issue cannot be remediated.
    a. Responses will be reviewed by Information Technology Cyber Incident Response Team/Committee or assigned Data Center Engineer Security professional.
    b. If necessary, the report will be sent to the School Board approved contracted cyber security vendor for review and response.

**Vendor Risk Assessment Review:**

Purchasing team members and/or Superintendent Leadership Team members can request a vendor risk assessment be completed by Information Technology.

This review process can take an estimated 4-6 weeks depending on the scope of the project and vendor response. This review and approval process is required before any purchase order is issued to the vendor.

1. Documentation of the review and approval/denial will be uploaded to the vendor risk management platform.

**Applicable Florida Statutes and Regulations:**

- FS 119 – Public Records
- Florida Statute 1006.1494
- Rule 6A-1.0955, FAC – Education Records
- Rule 6A-1.0957 Internet Safety Policy (AI Safety amendments compliance implementation by July 1, 2027.
- Cybersecurity Reporting, Standards, and Training for Local Governments s.282.3185, FS
- Public Records Exemption for Critical Infrastructure and Cybersecurity Information s. 119.0725, FS

## SECTION 15
## FLORIDA DEPARTMENT OF EDUCATION – DIVISION OF TECHNOLOGY AND INNOVATION

**Data Systems URL:** https://www.fldoe.org/accountability/data-sys/

**Database Manuals URL:** https://www.fldoe.org/accountability/data-sys/database-manuals-updates/

## APPENDIX A
## INFORMATION TECHNOLOGY/RELATED DEPARTMENT POLICIES

1. **Students – 5136 Wireless Communications Devices**
   https://go.boarddocs.com/fl/mancofl/Board.nsf/goto?open&id=AWH5EF8258AF

2. **Students – 5136.01 Technology Resources and Other Electronic Equipment**
   https://go.boarddocs.com/fl/mancofl/Board.nsf/goto?open&id=AWH5EF8258AF

3. **7300 – Property Custodianship**
   https://go.boarddocs.com/fl/mancofl/Board.nsf/goto?open&id=APMM8C55999B

4. **7310 – Disposition of Surplus Property**
   https://go.boarddocs.com/fl/mancofl/Board.nsf/goto?open&id=BFYNAG5C2695

5. **7320 – Acquisition, Removal, Disposal, Sale, or Exchange of Major Tangible Property**
   https://go.boarddocs.com/fl/mancofl/Board.nsf/goto?open&id=BFYNAH5C2699

6. **7450 – Property Inventory**
   https://go.boarddocs.com/fl/mancofl/Board.nsf/goto?open&id=B7734H7595F9

7. **7530 – Lending of Board-Owned Equipment**
   https://go.boarddocs.com/fl/mancofl/Board.nsf/goto?open&id=APMM8R5599A8

8. **7540 – Technology**
   https://go.boarddocs.com/fl/mancofl/Board.nsf/goto?open&id=BFYNAJ5C269E

9. **7540.01 – Technology Privacy**
   https://go.boarddocs.com/fl/mancofl/Board.nsf/goto?open&id=AWH5EH8258B2

10. 7540.02 – Web Content, Services, and Apps
https://go.boarddocs.com/fl/mancofl/Board.nsf/goto?open&id=AWH5EJ8258B3

11. 7540.03 – Student Technology Acceptable Use and Safety
https://go.boarddocs.com/fl/mancofl/Board.nsf/goto?open&id=AWH5EK8258B4

12. 7540.04 – Staff Technology Acceptable Use and Safety
https://go.boarddocs.com/fl/mancofl/Board.nsf/goto?open&id=AWH5EL8258B6

13. 7540.05 – District-Issued Staff E-Mail Account
https://go.boarddocs.com/fl/mancofl/Board.nsf/goto?open&id=AWH5EM8258B7

14. 7540.06 – District-Issued Student E-Mail Account
https://go.boarddocs.com/fl/mancofl/Board.nsf/goto?open&id=AWH5EN8258B9

15. 7540.08 - ARTIFICIAL INTELLIGENCE (AI)
https://go.boarddocs.com/fl/mancofl/Board.nsf/goto?open&id=DEVPBS6388E9

16. 7542 – Access to District Technology and/or Information Resources From Wireless Communication Devices
https://go.boarddocs.com/fl/mancofl/Board.nsf/goto?open&id=AWH5EP8258BB

17. 7543 – Utilization of the District's WEBSITE and Remote Access to the District's Network
https://go.boarddocs.com/fl/mancofl/Board.nsf/goto?open&id=AWH5EQ8258BD

18. 7544 – Use of Social Media
https://go.boarddocs.com/fl/mancofl/Board.nsf/goto?open&id=B7734J759604

19. 8305 – Information Security
https://go.boarddocs.com/fl/mancofl/Board.nsf/goto?open&id=AWH5EF8258AF

20. **8310 – Public Records**
    https://go.boarddocs.com/fl/mancofl/Board.nsf/goto?open&id=APMM965599B5

21. **8315 – Information Management**
    https://go.boarddocs.com/fl/mancofl/Board.nsf/goto?open&id=BFYNAL5C26A6

22. **8320 – Records Management**
    https://go.boarddocs.com/fl/mancofl/Board.nsf/goto?open&id=APMM985599B7

23. **8330 – Student Records**
    https://go.boarddocs.com/fl/mancofl/Board.nsf/goto?open&id=D4SJTS4EBCD1

24. **8350 – Confidentiality**
    https://go.boarddocs.com/fl/mancofl/Board.nsf/goto?open&id=B7734L75960D

25. **8606 – Use of Wireless Communication Devices by District School Bus Operators**
    https://go.boarddocs.com/fl/mancofl/Board.nsf/goto?open&id=APMM9U5599CB

26. **8625 – Ban on Texting While Driving**
    https://go.boarddocs.com/fl/mancofl/Board.nsf/goto?open&id=ATQNBZ5EB752

## APPENDIX B
## WEBSITE GUIDELINES

The goal for the School District of Manatee County web presence is to leverage technologies that appropriately, consistently, and safely engage and inform our community, staff, and students online.

The web presence consists of the following components:

1. District website with Department sections
2. School websites
3. Internal websites (Intranet)
4. Mobile device specific websites
5. Learning Management System website
6. Social Media integration
7. Ancillary (third-party) website integration

In development and acquisition of these components the following standards will be required:

1. Seamless integration for the end-user where feasible
2. Low technical point of entry for content creators
3. Device and Operating System agnostic applications
4. Consistency in design and user interface where possible
5. Scalability and futureproofing
6. Security and standards compliance
7. Accessibility as defined by Section 508 and the US Department of Education's Office of Civil Rights.

To address these standards, the district will utilize an Enterprise Community Engagement Suite, the eLearning Manatee LMS and Microsoft SharePoint (INTRANET) as its primary web platforms for online communication and public/parent/student/staff interactions, whenever appropriate.

Additional allowances will be evaluated on a case-by-case basis through requests submitted using the Technology Service Desk application.

**Oversight**

Implementation/governance will be managed under Site Support Services of the Information Technology Division.

Administrative responsibilities will fall into the following user groups:

1. Super Admin/Web Developer - Access to control entire site, code development, integration, user management, establish/monitor design & content guidelines, and top-level training
2. Site Super User/Web Editor – Access to edit School or Department website, monitor compliance to design & content guidelines; may have user management and local training
3. Content Creators – Access to specific content areas to create and curate content
4. Authenticated End Users – Read access and ability to interact with content and other users
5. Non-Authenticated End Users – Read only access

Site Super User(s) will be chosen by the Department Manager or school Principal. It is recommended that multiple Super Users be chosen for each site for the purposes of intellectual redundancy.

One Super User should be designated as the primary contact for each site. Initial training and continued professional development/training as directed by Information Technology is required in order to maintain this role.

A design specification guideline, and template(s) where appropriate, will be drafted to promote consistency in branding and user experience across all district sites.

**Content**

All users (Web Developer, Site Super User, Content Creator, Classroom Teacher) shall be responsible for ensuring that website content they publish is appropriate, timely, accurate and functional (i.e. hyperlinks).

Classroom Teachers shall be responsible for monitoring compliance of student-contributed content on LMS courses and/or third-party websites that they have management responsibilities for.

All content shall conform to school board policies, established school guidelines and copyright laws, and shall not violate federal, state, or local laws.

All website and intranet content shall follow the Accessibility Standards as outlined on the Accessibility page published in the Intranet IT Training. The district shall provide monitoring and reporting tools for compliance with ADA and Section 508 guidelines via a reporting and remediation web governance suite.

All content shall be academic, school or department related. Advertising or commercial use other than recognition of our school business partners is prohibited.

All content shall adhere to the SDMC Electronic Communications Acceptable Use Policy.

All public-facing website content shall adhere to design guidelines and be created within district-supported content management system (CMS), unless technical or other limitations apply.

All student-facing instructional content shall be created in and contained by the district-supported Learning Management System (LMS), unless technical or other limitations apply.

All staff-facing website content shall adhere to design guidelines and be created within district-supported internal websites (Intranet), unless technical or other limitations apply.

Staff shall be prohibited from maintaining third-party platforms for public/parent/student/staff communications on behalf of the district or a school without prior district approval. Examples include social media sites, class pages, course content, club activities and staff learning communities. Staff are encouraged to use the district-supported CMS, LMS and Intranet for these purposes.

Exceptions to usage of the CMS, LMS or Intranet platforms must be authorized by the Information Technology Division/ Chief Technology Officer.

Servers, software platforms, data connections, virtual and/or physical equipment shall not be used to store, transmit or process any functions other than legitimate educational uses and purposes appropriate, authorized by, and specific to the respective sites/programs. The use of technology shall be consistent with existing policies and procedures.

**Privacy of Student Information – Directory Information**

Some information in school records is not confidential and may be released without parental consent. Known as "directory information", it includes the following:

1. Full legal name
2. The image or likeness in pictures, videotape, film or other medium
3. Dates of attendance
4. Major field of study
5. Participation in officially recognized sports and activities
6. Height and weight of athletic team members
7. Degrees and awards received
8. Most recent previous educational institution attended
9. Subsequent educational institution attended
10. Academic work intended for publication or display

If parents do not want directory information released, they must notify the Principal in writing no later than September 15 of each school year or within 30 days of receiving the annual notice. NOTE: Objecting to the release of directory information may result in the student's name, photograph and other directory information being excluded from the yearbook, sports programs, and other school publications.

Permission must be obtained from staff members prior to displaying their photograph or information. A list of those who do not wish their photos to be published shall be kept on file.

No web content should publicly divulge contact information or personally identifiable information about students other than the directory information. No web content should allow the public to contact a student directly.

**Copyright**

Website content must conform to copyright and intellectual property laws. The author of the web page must not use copyrighted materials without permission. The fair use doctrine (Section 107-118, Title 17 US Copyright Law) is a guideline for limited non-commercial use of copyrighted works and not an infallible defense for use of copyrighted works without permission.

**APPENDIX C**
**DIVISION 17B-27B INTEGRATED COMMUNICATION SYSTEM**

MCSD's IT Department furnishes the network equipment for CM installation and patching.

All underground pipes in the MDF and IDF rooms shall be permanently labeled with source and destination room numbers for each pipe.

Provide one 4 post server rack in the MDF Room.

Do not use coaxial cable.

OM4 Multimode fiber optic cable will be used to connect communication closets with each other. All fiber optic cable will be home run from each communication closet to the main distribution frame without splicing or cross-connections. Category 6A UTP cable will be used between the communication closets and the communications station outlets. A single manufacturer's product will be used for all like system components.

Upon completion of the GMP, the CM will provide quantities of telecommunication outlets (data drops) to the Project Director. This information will be provided to and coordinated with IT for ordering network equipment.

Fiber Optic Patch Panels: All communication closets shall terminate fibers with LC type ceramic connectors manufactured by Belden or approved equivalent.

Fiber Optic Cable: Each outlying IDF communication closet will have one pair multimode fiber optic cable for every 48-station cable drops per closet, plus three additional pairs of each type for future growth. The minimum number of single mode and multimode pairs per closet will be six of each type. The cables will be home run to the MDF closet without splices or cross connects and will be rated for the environment in which it is installed.

Fiber Optic Patch Cables: Contractor shall supply one fiber optic jumper/patch cords for each termination in each communication closet.

Patch cords shall be two meters long with LC-type ceramic connectors on both ends.

Station Outlet Patch Panels: Category 6A patch panels shall consist of RJ45 non-keyed modular jacks with all 8 pin positions prewired to self-contained 110D type IDC blocks. Patch panels shall be 24 or 48 port and manufactured by Belden or prior approved equivalent.

Station Outlet Cables: Terminate in EIA-568-B configuration. All cables will be Category 6A UTP and shall be continuous from each communications outlet to the patch panel without splices.

Station Outlet Patch Cables: Contractor will provide one station outlet cable and one IDF communication closet patch cable for every data drop. Provide 25% of cables 3'-0" long, 25% of cables 5'-0" long, 25% of cables 9'-0" long and 25% of cables 15'-0" long. Contractor shall provide manufacturer terminated patch cables. Acceptable manufacturers include Belden or equivalent approved by District IT Department.

Data Cables: All data cables shall be Yellow Category 6A, consisting of 4 pair, 24 AWG copper, 8 pos, 8 conductors.

Station Outlets: Classroom Category 6A communications outlets shall consist of a single gang faceplate with three non-keyed RJ45 modular to 110 type inserts. Classrooms will have three of these communication outlets per room to be located on opposite walls. One outlet is incorporated into the Digital Display detailed elsewhere in this document.

WAP Outlet: Install two Category 6A communication cables outlet per classroom. The cables are to be located in the center of each room,

terminated with a non-keyed RJ45 modular to 100 type inserts, coiled with 20' of slack and tie wrapped to the ceiling structure one foot above the ceiling. Place the following label ("WAP-Room #") on the ceiling grid where the cables are located using a machine generated label. Install two Category 6A communication outlets (each with two cables) in the administrative area, cafeteria, and gymnasium. The cables are to be located at opposite ends of each building/room, terminated with a non-keyed RJ45 modular to 100 type inserts, coiled with 20' of slack and tie wrapped to the ceiling structure one foot above the ceiling. Place the following label ("WAP-Room #") on the ceiling grid where the cable is located using a machine generated label. If the structure is built with an open ceiling, the WAP outlets are to be installed on sidewalls at the same level as the ceiling support structure.

Grounding Bus Assemblies: Provide ground bus assembly with lugs in each communication closet and to every equipment and relay rack.

There are to be no floor communication outlets.

All office and storage rooms shall have one Category 6A communication outlet consisting of a single gang faceplate with three non-keyed, RJ45 modular to 110 type inserts.

Each Cafeteria Manager's office should have one, Category 6A, single gang faceplate communications outlet with three non-keyed RJ45 modular to 110 type inserts. Each Cafeteria point of sale (POS) station location shall have one, Category 6A, single gang faceplate communications outlet with two non-keyed RJ45 modular to 110 type inserts. All station cables are to home run to the closest Communication Closet.

The Custodian's Office shall have one Category 6A single gang faceplate communications outlet with three, non-keyed, RJ45 modular to 110 type inserts.

Each Mechanical Room shall have one Category 6A single gang faceplate communications outlet with three, non-keyed, RJ45 modular to 110 type inserts.

Modular jacks shall have a 45-degree downward tilt and shall be interchangeable with removable circuit labels. All jacks shall be white in color and be labeled at both ends.

Location of communication outlets will be determined by the IT Department and are not to be located under Digital Displays, next to sinks, or within five feet of doorways. Duplex electrical outlets shall be installed next to every communications outlet. Electrical outlets are needed next to the ceiling "WAP" outlet for additional technology.

Self-supporting 19" x 7' tall freestanding racks, having standard EIA hole pattern on front and rear flange with overhead support cross members and front mounted wire management panels.

Contractor will provide 20 - 12-24 pan head mounting screws with each rack for the mounting of electronic equipment.

Contractor shall provide one multi-outlet, surge protected receptacle strip for each rack. Unit shall be 19" rack mount, six outlets, and circuit breaker with 6'-0" line cord.

The contractor will install a 7' high, 4 post server rack in the MDF next to the equipment racks to include two front and two rear adjustable rail tracks for the mounting of servers. The rack will be securely mounted to the floor and grounded to the building system.

Contractor shall provide ladder type cable runway tray sections and accessories in all communication closets.

Provide one 19" equipment shelf for each rack.

Each communication outlet shall have a permanent label on the outlet faceplate and the patch panel jack. Port labels shall also be permanently attached to the UTP cables at both ends. Brother P-Touch tape marking system labels are acceptable. Handwritten labels are not acceptable. The following scheme shall be used in the labeling process:

*Communication Closet (CC) Room Number*

*Position on Patch Panel*

For example, Classroom # 212 has 3 Cat 6A cables that terminate in Closet # 245.

The classroom outlet would be labeled:

*CC245* (Communication Closet room number)

9 - 10 – 11 (corresponding positions on the patch panel)

The Communication Closet would be labeled:

*212-9 212-10 212-11*

(212 is the classroom number & 9–10–11 are jack identification numbers)

The communication closet patch panels will be labeled above each port with the room number each jack services and will correspond with the jack in each room.

Each patch panel shall be labeled sequentially from left to right, top to bottom with the room number and port number such that the ports can be located easily on the panel.

All fibers in each fiber optic cable shall be identified at each end on the interconnect cabinet with permanent plastic labels. Fiber cabinets shall be identified with the building number, room number and corresponding fiber number for the far end of the cables.

Every portable in the district used for instructional purposes will have the following network communication infrastructure and will be equipped and designed as follows.

No cable splices will be allowed outside the termination locations described in this document or on the prints.

All cables will be labeled on both ends with clear permanent machine generated labels matching the numbering plan indicated herein.

Provide and install a Hubbell REbox (Commercial Remote Equipment Cabinet) model RE2 inside each portable next to an electrical outlet. Determination of the mounting location will vary depending on the design of each portable and must be approved by the SDMC Network Services Manager prior to installation.

Install a 1" steel conduit pipe to be run from the RE2 cabinet to the exterior of the portable and terminate into a NEMA 3 weatherproof 8" x 8" x 6" J Box with an accessible cover. The pipe will be fastened to the portable so the pipe cannot move.

Install two, separate inner duct conduit pipes exiting the bottom of the J Box and buried in the ground to terminate into a 12"x 18" pull box installed near each portable. One pull box can be shared by multiple portables if the distance between the pull box and the portable is not greater than 30 feet.

Install two, separate 1" conduit pipes buried at least 12" deep from the pull box to either an exterior weatherproof cabinet mounted at least four feet up on a backboard or a larger buried pull box at least 2 feet x 2 feet. The type of termination required will vary from site to site and will be determined by Owner.

Install two, separate 2" conduit pipes buried at least 12" deep between the above determined location to the closest permanent buildings Communication Closest.

Install a two-strand fiber optic cable which is suitable for underground installation between each portable's RE2 cabinet and either the external backboard cabinet or building communication closet.

Install a 4-conductor 20 AWG P.A. cable with 1-pair shielded and a drain wire (West Penn 359 or equivalent) between each portable's RE2 cabinet and either to external backboard cabinet or building communications closet which has available P.A. circuits.

Labeling shall be as follows; each pair of fiber in the permanent building's communication closet will have a label that denotes the portable # in which each pair of fiber is terminated. The portable will have a label on the fiber denoting the permanent buildings communication closet room #.

**PORTABLE INTERNAL WIRING**

Install three communication outlet boxes on opposite walls in each portable and located next to power outlets. Determination of the mounting location will vary depending on the design of each portable.

Each outlet will have three Category 6A cables contained in each outlet box. These cables are to be run inside the walls if possible; otherwise, they can be run on the interior surface of the finished wall, into and above the drop ceiling space and down the wall into the RE2 cabinet.

Terminate all cables onto Cat 6A patch panels located inside the RE2 cabinet and label both ends of all cables. Install cable wire mold over all exposed cable runs inside the portable.

Contractor shall be responsible for providing a complete, functional data communications system. All needed infrastructure including but not limited to conduit, ground pull boxes, racks, cabinets, termination panels, outlets and cabling are to be provided by this Contractor. Coordinate all requirements with other trades prior to submitting shop drawings. The Contractor shall provide for 20% growth on patch panels and punch down locations.

The cabling plant shall consist of a Main Distribution Frame (MDF) and multiple Intermediate Distribution Frames (IDFs), as shown on the drawings. All conduit and cable interconnecting the MDF to the IDFs shall be a part of this scope. All network cabling shall be installed with a 25-year manufacturer's performance warranty for 10 Gbps. The system is to be constructed with all like components, and the installing Contractor is to be certified in the installation

of the system and its components (must be pre-approved). The system shall also include a 4" conduit with three inter ducts to be installed from the MDF to the main road public right of way along and terminated into a 2x3 pull box.

The installation shall include all (fiber optic and twisted-pair copper) cabling, connectors, jumpers, patch panels, vertical wire management (no horizontal), telecommunications outlets, and racks or cabinets. At least 50% (i.e., the lower half) of each rack shall be reserved for Owner provided electronics.

All fiber strands shall be terminated with LC connectors utilizing Fusion splicing and landed on the fiber interconnect patch panels.

All copper station cables shall be terminated on patch panels (MDF / IDF end) and data communications outlets (workstation end). Upon completion of installation, Contractor shall test all fiber and copper cable, record the test results and provide results to the district, as specified herein.

Install/terminate fiber from the MDF to every individual IDF building. These runs shall all be in a star configuration. These backbone cables shall all be dedicated direct links between the MDF and the IDF. Provide rack mount fiber and copper panels in all closets and mount all equipment on a rack or cabinet, as required by this specification or the drawings.

**The Contractor shall rack-mount and patch all owner provided network equipment.**

Contractor shall provide Category 6A cabling system.

The intended function of the data communications cable system is to transmit data signals from a central location to individual data outlet locations. Upon completion of the work outlined in this specification, the system shall be capable of supporting Gigabit Ethernet data signals per IEEE 802.3ab, IEEE 802.3z, IEEE 802.3ae, and 1.2 Gb/s ATM. Fiber optic cable shall be laser or Vertical Cavity Surface Emitting Laser (VCSEL) optimized.

**FIBER OPTIC CABLING**

It is the intent that the inter-building fiber optic cabling, installed on this project, accommodates the data, fire alarm, HVAC controls, and surveillance systems. Fibers dedicated to these systems shall be labeled as to their use. All high school construction projects shall have fiber run to the sports field press boxes for phone and data communications.

All OSP fiber cable that run 50 feet or more inside a building shall be installed in no less than two-inch GRC above ceiling from entry point to termination point. Provide 20-foot slack loop at each closet termination end. Cable is to be homerun (i.e., no splices or cross patching through IDFs).

Outside Plant Fiber – Multi-Mode

1. Provide for inter-building backbones: loose tube, gel filled, moisture proof, outside plant, multi-strand, multi-mode fiber optic cable. Provide 50/125 and in quantities indicated on drawing interconnect diagram. Multimode fiber strands shall be optimized for VCSEL based systems. Fiber strands shall exceeded TIA/EIA 568-3.D and IEEE802.3z specifications. All fiber shall be installed with pull strings for future use. See drawings for number of fibers per cable.
2. Approved Manufacturers:
    a. Belden (or fully equivalent) Premise Backbone OM4 Indoor/Outdoor Plenum fiber optic cable
    b. Pre-Approved Equal
3. Indoor Plant Fiber – Multi-Mode
    a. Provide for intra-building backbones: gel-free, inside plant, multi-strand, multi-mode fiber optic cable. Provide 50/125 and in quantities indicated on drawing interconnect diagram. Multimode fiber strands shall be optimized for VCSEL based systems. Fiber strands shall exceed TIA/EIA 568-3.D and IEEE802.3z specifications. All fiber shall be installed with pull strings for future use. See drawings for number of fibers per cable.
    b. Approved Manufacturers:
        i. Belden (or fully equivalent) Premise Backbone OM4 Indoor/Outdoor Plenum fiber optic cable
        ii. Pre-Approved Equal.

**FIBER OPTIC CABLING CONNECTORS**

1. Provide small form factor, fiber optic connectors at each end of all fibers installed. Ferrule material shall be zirconia ceramic and pre-radiused. Each installed connector shall not exceed –0.1 dB/0.5 dB per connector pair. Provide connector protectors at each connection point to prevent accidental damage to

connectors (dust covers). Terminate fiber on "LC" duplex connectors appropriate to fiber type, in quantities indicated on drawings.

a. Approved Manufacturers:

i. Belden (or fully equivalent) FX Fusion Splice-on Connector, OM4, LC SIMPLEX, 900UM Tight Buffer, Aqua Housing

2. Protect all 250 µm fibers with cable end kit and fan out tubing kit or breakout jacketing kit.

b. Approved Manufacturers:

i. Belden, Corning or Pre-Approved Equal.

**FIBER OPTIC CABLE INTERCONNECT DEVICES**

1. Fiber Optic Interconnect Cabinets (Rack-Mounted)

a. Rack Mount Fiber Enclosures shall be constructed of code gauge steel protecting fiber terminations on all sides. Cabinets shall be installed in a 19" data rack with standard EIA hole spacing.

b. Provide hinged, removable front and rear doors with drawer that slides forward and backward.

c. Patching compartment shall be accessible through a hinged rear mounted cover (removable).

d. In quantities required, provide ports with "LC" type duplex couplers for multi-mode OM4 fiber optic cable. Cover empty slots with blank adapter panels, as applicable.

e. Cabinets shall be equipped with fiber optic splice trays and cable management. For transition to vertical cable managers, provide integral bend radius control.

f. Approved Manufacturers:

i. Belden (or fully equivalent) OM4 Standard FX ECX Frames (6 Pair / 12 pair LC)

ii. Belden (or fully equivalent) OM4 FiberExpress (FX) Enterprise Closet X (ECX) Fiber Patch Panel (include all needed accessories)

iii. Pre-Approved Equal.

**EQUIPMENT RACKS**

1. Connect separate, solid, 4 AWG, insulated, grounding wire between the ground bus and the building's grounding system. Grounding Bus Assemblies: Provide ground bus assembly, 12" long (minimum) with lugs in each IDF / MDF closet and to every equipment and relay rack if not existing
2. Provide rack with mounting hardware and all accessories required to complete installation of the rack.
3. Provide Velcro tie wraps for cable management within racks. Nylon tie wraps shall not be used within racks.
4. Relay Racks and Frame
    a. Relay racks and frame shall be height, as specified, and provided with EIA 19" mounting.
    b. Securely mount to floor (on an isolation pad and utilize non-conductive washers) and provide ladder rack/attachment hardware, at no less than 12" width, with required front and rear clearances.
    c. Provide 12-24 pan head mounting screws with each rack for the mounting of electronic equipment (i.e., switches) in quantities corresponding to the installed number of patch panels (i.e., one switch to each patch panel).
    d. Equipment shall be constructed of extruded aluminum or cold rolled steel with standard EIA hole pattern on front and rear. Finish shall be anodized black.
    e. Acceptable Manufacturers:
    f. Chatsworth Products Model 48353-703 (Relay) and Model 15251-703 (Four Post).
    g. Pre-Approved Equal.
    h. Per drawings, provide cable management system. Provide vertical cable channel guide panels with covers to handle all terminated cables, as per drawings. Contractor shall install all owner provided network equipment and patch all drops onto equipment in an orderly and neat fashion utilizing the minimum required cable lengths through the cable management system. Orderly and neat to be evaluated by the Owner/Engineer. Contractor shall redo to comply with Owner's opinion/aesthetics.
        i. Acceptable Manufacturers:
            1. Chatsworth Products, Evolution g1 35511-703 (Vertical) and Evolution 35441-702 (Horizontal).

2. Pre-Approved Equal

i. Provide support for each rack/frame, as required. For required backboard, provide as manufactured by Pathway & Spaces, Inc. Backboard Kits or pre-approved equal.

j. Provide APC Smart-UPS X 3000VA Rack/Tower LCD 100-127V with Network Card SMX3000LVNC with APC Temperature & Humidity Sensor AP9335TH in the MDF Room. Install one L5-30 – 125V 30A electric outlet behind the network rack for the above UPS. If the school is to be used as a public shelter and is equipped with a generator, the Contractor shall provide backup power to this outlet in each MDF / IDF electrical outlet that is designated as a shelter space.

k. UPS requirement for all IDF rooms - Provide APC Smart-UPS X, Line Interactive, 1500VA, Rack/tower convertible 2U, 120V, 8x 5-15R NEMA, Smart Connect Port+NMC with APC Temperature & Humidity Sensor AP9335TH in all IDF rooms.

**UTP HORIZONTAL CABLING**

1. Provide color putty, plenum-rated, Category 6A compliant, unshielded twisted pair (UTP) copper cable with integrated pair divider with a flame-retardant PVC jacket. Cable shall contain thermoplastic insulated primaries to comply with Article 800 NEC. Coordinate final color of cable with Owner prior to ordering.
2. The Contractor shall inspect all cable prior to installation to verify that it is identified properly on the reel identification label, that it is of proper gauge, containing the correct number of pairs, etc. Damaged cable, or any other components failing to meet specifications shall not be used in the installation.
3. Horizontal runs shall not exceed the 90 meters including the patch cords and slack. If such an instance is identified by this Contractor (due to routing or other constructability issues), this Contractor shall notify the Engineer, prior to installation, in order to adjust the design to comply with standards.
4. Provide three feet of "s"-coiled cable above ceiling at each outlet location.
5. Acceptable Manufacturers:
    a. Belden (or fully equivalent) Yellow 10GXS Category 6A Enhanced Cable, 4 Pair, U/UTP, CMP (include all needed accessories)
    b. Pre-Approved Equal.
6. Any exposed cables shall be completely installed in black wire loom.

**DATA JACK SYSTEM (T568B)**

1. Recessed Mount—Provide faceplate and specified number of eight position eight conductor connectors in a four-port configuration. The jacks shall individually snap-in to faceplate from the back of the faceplate. There shall be no front access to the jack termination once faceplate is secured to back box. Data outlet shall provide compliance with TIA-568-0.D, 568-1.D, 568-2.D, and TIA-606-B specifications. Termination of all jacks shall be 110-type insulation displacement connectors (IDC), T568B pin/pair assignment and shall utilize printed circuit board technology. Tilt RJ-45 jacks at 45-degree angle.
2. Acceptable Manufacturers:
    a. Belden KeyConnect Faceplates 1-Port, 2-Port, 3-Port, 4-Port, w/ ID Windows, Single Gang, Flush (BL-AX102249, BL-AX102655, BL-102661). Faceplate openings to accommodate jacks specified. Provide blanks, as necessary.
    b. Pre-Approved Equal.
3. Provide a communications outlet outside of the Cafeteria Manager's office just below the finished ceiling. The outlet needs to be located in such a way as to allow a chime or bell to be connected to it and for the sound to be heard by Food Service staff.
4. WAPs shall be located one foot above finished ceiling tile on Unistrut suspended from structure on all-thread and labeled. Provide biscuit termination with no less than 20 feet slack.

**LABELING**

1. Each cable shall be permanently labeled at both ends with the MDF or IDF Room Number, Patch Panel Number, and Patch Panel Port Number. The system identification administration shall meet the requirements of TIA 606-B.
2. Each box shall have a recessed designation strip with clear plastic cover for jack identification. Lettering shall be typed – not handwritten.
3. All fibers in each fiber optic cable shall be identified at each end on the interconnect cabinet with permanent plastic labels. Fiber cabinets shall be identified with the building number and corresponding fiber number for the far end of the cables.

**PATCH PANELS (T568B)**

1. Provide loaded, Category 6A UTP patch panels (rack mount) per TIA 568-2.D as verified by ETL. Panels shall have 110 IDC type to eight position eight conductor connectors with no exposed PC boards. Jacks shall be manufactured with printed circuit board (PCB) and have T568B pin/pair assignment (unless otherwise noted on the drawings). Patch panels shall be provided with individual port and patch panel labeling identification areas and shall be labeled consistent with the data jack system labeling outlined in this specification.
2. Provide quantity to accommodate number of outlets indicated on drawings plus 20% growth.
3. Provide rear cable management and horizontal cable management guide either as an integral part of the patch panel or provide as a separate piece and station support bars.
4. The building and room number in which the patch panel resides shall be prominently displayed.
5. Patch panels shall be alphabetically labeled from top to bottom, left to right, beginning with the letter A and proceeding through the alphabet. Each port of each patch panel must be numbered and labeled with the originating jack identification using building, room, and jack designation.
6. Acceptable Manufacturers:
    a. Belden (or fully equivalent) Cat 6A 10GX REVConnect Patch Panel 24 Port / 48 Port
    b. Pre-Approved Equal.

**FIBER JUMPERS AND PARTCH CORDS**

1. Fiber Jumpers
    a. Provide one, fiber optic jumper/patch cord for each termination in each communication closet. Jumpers shall consist of two, 50/125 µm, multimode OM3 fibers; 2 meters long with type LC ceramic connectors on both ends. Refer to fiber specifications - this section.
2. Category 6A Patch Cords
    a. Provide snagless, Category 6A compliant cords (with an RJ-45 8P8C jack on each end). One patch cord shall be provided for each end of each Category 6A link (i.e., two per link), as shown on the drawings, plus spares. Cords shall be installed by this Contractor.

b. Provide **yellow** patch cords in the following lengths (if lengths are not exactly as listed provide closest length, even if slightly longer):
    i. At closet: 40% - 3 feet, 40% at 7 feet, 20% at 10 feet.

       Provide 20% spare patch cords (Qty/Lengths: ½ at 3 feet and ½ at 7 feet).
    ii. At station, 75% - 10 feet and 25% - 15 feet.

       Provide 20% spare cords per color (Qty/Lengths: ¾ at 10 feet and ¼ at 15 feet).
c. Approved Manufacturers:
    i. Belden (or fully equivalent) CAT 6A 10GX Copper Patch Cord UTP LSZH, 26 AWG
    ii. Pre-Approved Equal.

**ZONED PAGING**

1. This Contractor shall provide pre-cabling for speakers to be installed under Section 17a of this Manual.
2. Provide 10-foot coil of cable at each speaker location shown on drawings and at MDF/IDF prior to termination. The cabling shall be homerun from each speaker location to the appropriate IDF and terminated on patch panels or Buchanan strips for analog.
3. For exterior speakers, provide a 4 x 4 recessed box without plaster ring and with extension box.
4. For ceilings (plaster and tile), cut in and install backbox, run cable in conduit back to accessible area. For tile ceiling, support tile grid for speaker location from building. For ceiling mount, no excessive weight shall be borne by the ceiling tiles - provide straps or otherwise approved hardware for bar joist suspension, as needed.
5. The paging system shall be utilized for emergency announcements. All components shall meet UL, CSA, and FCC requirements.
6. Ensure conduit and junction boxes are installed accessible for maintenance or re-pulling wire.

**MISCELLANEOUS EQUIPMENT**

1. As per the needs of the installation, miscellaneous equipment shall be required at the Contractor's expense. It is the Contractor's responsibility to identify and bid all miscellaneous equipment necessary to provide a complete and properly functioning system.
2. All backboards shall be ¾" AC Grade plywood painted on all sides with gray flame retardant paint as manufactured by Pathway Spaces, Inc. Backboard Kits or pre-approved equal. Label shall be visible.

**MULTI-MODE FIBER TESTING (TO BE SUBMITTED AT SUBSTANTIAL COMPLETION)**

1. TESTING: Contractor shall test each fiber strand and each pair of each twisted-pair copper cable. The Owner/Engineer reserves the right to have a representative present during all or a portion of the testing. A testing schedule shall be planned and agreed upon beforehand.
    a. FIBER-OPTIC BACKBONE CABLE: Each fiber in every backbone cable run shall be tested with a optical light source and power meter as manufactured by Noyes Fiber Systems or HP/Agilent Technologies. Each multimode fiber shall be tested at both 850 and 1,300 nm. Maximum fiber strand attenuation shall be determined using the following link attenuation equation:
    b. Maximum link attenuation =
    c. Connector attenuation + Cable attenuation + Splice attenuation
    d. Maximum attenuation per component:
    e. Connector attenuation 0.75dB/1 mated connector pair
    f. Cable attenuation 3.5dB/km @ 850nm and 1.5dB/km @ 1300nm
    g. Contractor shall calculate the acceptance values for each fiber strand based on the above criteria. The fiber certification report shall be submitted listing the power loss budget dB value, the measured dB loss, and the dB margin of each measured fiber strand to the acceptance values per test limit: TIA Backbone Fiber Standard 568C.
2. Backbone lengths shall be verified with an OTDR or Light Source/Power Meter with length based standard testing as manufactured by Noyes Fiber Systems, Agilent, or pre-approved equal. Per this specification, maximum distance shall not exceed 500 meters to support LAN equipment operating at 850 nm and 1,000 meters to support LAN equipment operating at 1300 nm. Optical power meter and OTDR results shall be in

the form of tester report print outs, handwritten results will not be accepted. Photocopies of test results will not be accepted; only original signed print outs will be accepted. These results shall be submitted to the Engineer.

a. Fiber backbone test results shall include:
    i. Wavelength
    ii. Fiber Type
    iii. Cable Length
    iv. dB Loss
    v. Power Loss Budget for measured cable length
    vi. Loss Margin
    vii. Continuity
    viii. Attenuation Specification
    ix. Bandwidth Specification
    x. Fiber and Cable Number
    xi. Measurement Direction
    xii. Reference Set-up
    xiii. Test Equipment Model and Serial #'s
    xiv. Test Date
    xv. Operator (Crew Members)

**HORIZONTAL COPPER TESTING (TO BE SUBMITTED AT SUBSTANTIAL COMPLETION)**

1. TESTING: Contractor shall test each horizontal, twisted pair, copper channel. The Owner/Engineer reserves the right to have a representative present during all or a portion of the testing. A testing schedule shall be planned and agreed upon beforehand.

2. HORIZONTAL UTP CABLE: Each horizontal cable run shall be tested for all frequencies from 1 MHz to 550 MHz. The test shall be a channel configuration which includes the patch cord, patch panel, UTP cable, workstation jack, and workstation cord. The cable tester shall be set for channel parameters before testing. Each Category 6A cable shall be tested using a Level IIIe tester compliant with TIA specifications for testing of Category 6 configurations with the latest software upgrade available at time of bid. Tester shall be consistent with the manufacturer's requirements for hardware and software for a certified system and shall be based on compliance with TIA requirements. No tester shall be approved without meeting these requirements. Prior to testing UTP runs, the tester shall be calibrated per manufacturer's guidelines. Contractor to submit documentation of calibration upon request. The correct cable NVP shall be entered into tester to assure proper length and attenuation readings. Category 6 test results shall be in the form of tester software print outs. Photocopies shall not be accepted; only original signed reports shall be accepted. Test results shall be furnished to the Engineer.
    a. Category 6A UTP cable testing shall include:
        i. Cable Length
        ii. Wire Map
        iii. Insertion Loss
            1. Cable
            2. Connecting Hardware
            3. Channel
        iv. Pair-to-Pair Near End Cross Talk (NEXT) Loss
            1. Cable
            2. Connecting Hardware
            3. Work Area, Equipment, and Patch Cord
            4. Channel
        v. Power Sum NEXT Loss
            1. Cable
            2. Channel

vi. Pair-to-Pair Equal Level Far End Cross Talk (ELFEXT)
    1. Cable
    2. Channel
vii. Connecting Hardware Pair-to-Pair FEXT loss
viii. Power Sum ELFEXT
    1. Cable
    2. Channel
ix. Return Loss
    1. Horizontal Cable
    2. Connecting Hardware
    3. Work Area, Equipment, and Patch Cord
    4. Channel
x. Propagation Delay
    1. Cable
    2. Channel
xi. Propagation Delay Skew
    1. Cable
    2. Channel
xii. LCL (Longitudinal Conversion loss)
    1. Cable (in both directions)
    2. Connecting Hardware
xiii. MULTI PAIR UTP BACKBONE CABLE: Each pair shall be tested from termination block in MDF to termination block in IDF for continuity.

## DOCUMENTATION

1. Contractor shall provide documentation to include test results and as-built drawings. Drawings shall be developed in CAD (i.e., AutoCAD 2014 or higher). The following documents shall be provided to the Engineer:
    a. Each MDF and IDF shall contain a copy of that building's as-built drawing affixed to an adjacent wall or located in an interior pouch for quick reference. Revised rack and equipment cabinet elevations shall be provided including serial numbers of all installed equipment.
    b. Three sets of black line, as-built drawing sets.
    c. Provide USB drive reflecting all the work with actual device and equipment locations. Drawings to be submitted in .dwg or .dxf and pdf format.
2. Provide the testing results database on USB for the completed job (i.e., fiber and copper). The USB thumb drive shall include the software tools required to view, inspect, and print any selection of test reports.
    a. Additionally, provide one hard copy of the fiber optic cabling test results and one hard copy of UTP cabling results. These results shall be submitted to the Engineer prior to the Contractor calling for substantial completion inspection.
    b. Provide each communications room with its own notebook containing the corresponding test reports for both the fiber and copper cabling. Each notebook shall have a clear front pocket and be labeled with that communications room's designation.
3. Provide a bill of materials of all installed equipment and wiring, rack, and backboard equipment layouts showing placement of support equipment, and model and serial numbers of all installed equipment.

## ACCEPTANCE

1. Acceptance of the Data Communications System, by the Owner and the District's Technology Department, shall be based on:
    a. Copy of all test results.

i. All fiber segments and all workstation data cables must meet the criteria established in section above. The Contractor is responsible for additional fiber strands and UTP cable to be installed if any show defective during testing.

b. Copy of as-built drawings shall contain the following.

i. Changes and/or deviations from the construction (bid) prints.

ii. All communication outlet addresses and locations.

iii. Horizontal cable routing.

iv. Backbone cable routing.

**TRAINING**

Provide a minimum of two site personnel with training on the network cabling system for up to two hours on site. Training shall cover the location labeling scheme, documentation structure and contents, documentation orientation, and system reconfiguration (i.e., reassignment of Communication Outlet function via patching). Training shall take place at time of Substantial Completion before building is occupied by Owner.