

EXECUTIVE SUMMARY

Second Amendment to Agreement and Additional Spending Authority 58-102E - Instructure Canvas Learning Management System (LMS)

This request is to approve the Second Amendment and increase spending authority by \$248,500 to extend onsite consultant personnel for one school year, and to continue the development of the LTI Launch Point Customization as part of the Canvas gradebook enhancement.

Historically, the School Board of Broward County, Florida (SBBC), approved the Instructure, Inc. Agreement during the June 15, 2016 Regular School Board Meeting as item FF-2, with a spending authority of \$5,304,045 for the District-wide implementation of Canvas. The First Amendment on December 19, 2017 was item EE-7 with a spending authority increase of \$73,900 for a site-based consultant trainer for one school year.

This request is to extend the onsite professional services provided by the Strategic Customer Success Manager (SCSM) for a third year and fund the LTI Launch Point Customization for the Canvas gradebook enhancement.

Strategic Customer Success Manager (SCSM)

The SCSM is the Instructure counterpart to the Innovative Learning Project Manager Technology and Instruction and was originally contracted onsite until June 30, 2018. This Second Amendment to the Agreement will provide SBBC a one hundred (100) percent dedicated onsite SCSM for the 2018-2019 school year. The SCSM will be assigned to the Innovative Learning Department and will continue to work closely with all SBBC departments, the Canvas Remote Administrator, and the Remote Customer Service Manager (all Instructure personnel as part of the original contract).

The successful implementation of Canvas in years one (1) and two (2) led SBBC's Office of Academics to identify ways in which Canvas can be further leveraged to meet unique SBBC needs. These unique needs will require continued support from the SCSM to coordinate custom configurations, expand integrations, coordinate District-wide assessments, assist with the creation of advanced Canvas courses and many other mission-critical activities.

The chart on Appendix A describes the activities and services to be provided by the SCSM and the benefits derived by students, teachers and District.

LTI Launch Point Customization

Broward County Public Schools is engaging Instructure Professional Services to add new LTI launch points to Canvas for the Assignment view and Assignment edit pages. This Launch Point Customization is necessary for the successful completion of the Canvas Gradebook enhancement. This Customization aligns with Board Item EE-13 approved on May 8, 2018 with a spending authority of \$269,000 (\$44,000 for Gifted Education Plan and \$225,000 for Student Impacts Information (SII) Application).

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Financial Impact

The total spending authority increase being requested for the second amendment is \$248,500 as detailed below:

<u>Strategic Customer Success Manager</u>	<u>\$195,000</u>
<u>+ LTI Launch Point Customization</u>	<u>\$53,500</u>
<u>Subtotal (additional spending authority)</u>	<u>\$248,500</u>
<u>Current approved spending authority</u>	<u>\$5,377,995</u>
<u>+ Additional spending authority</u>	<u>\$248,500</u>
<u>TOTAL</u>	<u>\$5,626,445</u>

Funding for this enhancement is budgeted within the Digital Classroom Plan (item FF-1, Board date February 07, 2017). Only an increase in the spending authority is required.

The approval of this recommendation does not mean the new authority amount will be spent.

Appendix A – Services Descriptions and Benefits to the District

Activity/Service Provided	Description	Benefit	Status
<p>Coordination of Canvas Custom Configurations – Custom Gradebook Column in Canvas</p> <p>Phase I – Identification of students with education plans in Canvas gradebook by code</p>	<p>Purpose: Provide teachers information about students' program participation (education plans) in the Canvas Custom Gradebook Column.</p> <p>All students are rostered in Canvas courses and their specific education plan is identified in the Custom Gradebook Column using the codes listed below.</p> <p>Student with Disabilities – D Progress Monitoring Plan – P ELL – E RTI – Academic – RA RTI – Behavior – RB Gifted – G 504 – 5 Health Condition - H</p> <p>Responsibilities: The SCSM coordinates with Public Consulting Group (PCG) for Phase I implementation of codes below.</p>	<p>Enables teachers to identify students with an educational plan informing them of unique program participations and the need to differentiate and apply accommodations at the lesson planning phase of instruction.</p> <p>Streamline ways in which teachers receive education plan information for students (multiple platforms to one).</p> <p>Greater usage of Canvas as an educational tool.</p>	<p>Gradebook column functionality complete</p> <p>Communication to school-based personnel in progress</p>
<p>Coordination of Canvas Custom Configurations – Student Impacts Information (SII) App Development</p> <p>Phase II – Identification of students with education plans in Canvas gradebook by code and the ability to identify accommodations and strategies for implementation.</p>	<p>Purpose: Build interoperability between PCG and Canvas that allows teachers the ability to apply and document specific accommodations or instructional strategies when creating Canvas assignments for students with IEPs and EPs.</p> <p>Responsibilities: The SCSM leads project meetings with BCPS and Public Consulting Group (PCG), to establish development process, timeline, and technical support for the SII App development.</p> <p>Develop and implement teacher training and support plan.</p>	<p>Development of filtering capabilities and a drop-down menu of common accommodations and strategies to use while creating content in Canvas for IEPs and EPs.</p> <p>Satisfy compliance demands and verifications by capturing student accommodations and instructional strategies in Canvas assignments.</p> <p>Teachers no longer need to go to multiple platforms to gather student program participation information.</p>	<p>Planning in progress</p>

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	<p>Begin work with Ellevation, Accelify, and BASIS to create codes for Phase III.</p>	<p>Assists teachers in differentiating instruction with specific student learning goals found in education plan.</p>	
<p>Coordination of Canvas Custom Configurations – Student Impacts Information (SII) App Development</p> <p>Phase III - will include the remaining educational plans found in Ellevation, Accelify, and BASIS.</p>	<p>Purpose: Expand Phase II work to provide full interoperability with PCG, Ellevation, Accelify, and BASIS platforms and Canvas. This will allow teachers the ability to apply and document specific accommodations or instructional strategies when creating Canvas assignments for all education plans used by the District.</p> <p>Responsibilities: The SCSM leads project meetings with BCPS and Public Consulting Group (PCG), Ellevation, Accelify, and BASIS to expand development process, timeline, and technical support for the SII App development to include additional platforms.</p> <p>Develop and implement teacher training and support plan.</p>	<p>Enables teachers to access information within Canvas regarding Gifted, ELL, ESE students, students with 504 plans, students with health plans, students with RtI – Academics and RtI – Behavior plans; and to then identify specific accommodations and strategies that are used for each student while in Canvas.</p> <p>Teachers no longer need to access multiple platforms (PCG, Ellevation, Accelify, BASIS) to view information found in all education plans. All information can be viewed in Canvas.</p>	<p>Pre-planning in progress with vendors.</p>
<p>Coordination of Canvas Custom Configurations – Coordination of expanded Gauge use for District-Wide Assessment</p>	<p>Purpose: Gauge is a district assessment management system that Instructure is building with input from Broward County Public School to create a single assessment system</p> <p>Currently being used for District-wide curriculum assessments and performance data with Science summative assessment and will expand to other curriculum areas.</p> <p>Responsibilities: Lead project meetings to finalize Gauge development for Broward Student Assessments (BSA), including Charter Schools.</p> <p>Support Student Assessment and Research staff to develop End of Year and End of Course Assessments in Gauge.</p>	<p>Enables Broward to consolidate the number of test prep applications (Achieve 3000, USA Test Prep, School City, etc.) currently used at schools.</p> <p>SBBC has a secure testing platform to facilitate End of Year and End of Course Assessments in Gauge.</p>	<p>In Progress</p>

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	<p>Facilitate development of assessment reports at district, school, teacher, and student levels.</p> <p>Act as Canvas Assessment Manager for Year 3 implementation</p>		
<p>Instructional Materials and Support</p>	<p>Purpose: Develop a repository of curriculum content for teachers in Canvas aligned to the District's scope and sequences across all grade levels and subject areas.</p> <p>Responsibilities: Develop and implement teacher training and support plan</p> <p>Ensure the training completion of 15,000 teachers</p> <p>Develop support plans for schools with limited Canvas implementation</p> <p>Supervise development of Canvas courses for Hospital Homebound Students grades 3 – 12</p> <p>Development of Canvas Catalogue for self-paced professional development courses</p> <p>Facilitate Executive Business Reviews, Canvas Data Dashboards, and Reporting Platform for schools</p> <p>Expand and document Vendor LTI Partnership integrations project</p>	<p>Succession planning and transfer of ownership to remote CSM and Remote Admin for Year 4.</p> <p>Assist in the assembling of the Broward Digital Army (Canvasadors, Champions, Certified Educators) to build a school-based mentorship program with Canvas, Newsela, Vocabulary.com, and Nearpod</p> <p>Continued development of the Canvas Student Instance enabling students to create content within Canvas</p> <p>Liaise with other Florida School Districts to develop the Florida Canvas Consortium for state-wide Canvas partnerships to share content and best practices</p> <p>Reduce instructional materials cost by transitioning to digital materials.</p>	<p>Pre-planning</p>