

**Data Owners Group**

Tuesday, February 27, 2018
9:00 – 10:00
Boardroom/WebEx

**Agenda/Minutes**

**Purpose:**Discuss Datatel and data related concerns with all stakeholders across the District

**Outcomes:**Awareness of: (1) SQL Go Live Dates.

Discussion on (1) Printing

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| **Preparation Required: NONE**Opening | Review purpose & outcomesAgenda  | 9:00am-9:05am |
| SQL Go-Live  | Confirm Go Live Dates: 3/9-3/12**Notes:** Thursday, 3/8 10am - Last call for batch jobsThursday, 3/8 4pm -New logins will be shut offThursday, 3/8 5pm – Any remaining sessions will be aborted.Thursday, 3/8 7pm – Migration beginsSunday, 3/11 – Users allowed to come in test. Arrange ahead of time with Tom Cossey if you want to come in on Sunday.Monday, 3/12 – Licenses transferred from old system to new system. No going back.Tuesday, 3/13 – All users able to log in | 9:05am-9:10am |
| Printing | Discuss printing issues in new SQL environmentNotes: Recent discovery that formatting software for printing from Datatel will not work in new environment. Special forms (Purchase Orders) will need new template created by SoftDocs. Otherwise, send report to “Hold” and print to PDF. | 9:10am-9:30am |
| SARS/SARS TRAK | SARS and SARS-TRAK will be down today from 4pm until end of day for update from SARS. | 9:30am-9:55am |
| Future Agenda Items |  | 9:55am-10:00am |
| Closing | Confirm understanding & agreement on outcomesEvaluate meeting | 9:55am-10:00am |

In attendance: Hays, James; Cossey, Tom ; Chown, Paul; Seher, Kristy; Schmitcke, Tiffany; Mendenhall, Hart; Duffy, Anna; Barber, Ericka; Jose Serrano; Bareilles Heidi, Cockrum, Shereen; Vaughan, Tina; Hash, Joe;

By phone: Johnson, Kintay; Ratliffe, Prudence