

May 24, 2024

**BOARD INFORMATION:**   X  

**MEETING PREPARATION:** \_\_\_\_\_

**FROM:** Daryl Johnson, Executive Director of Communications  
Gladis Bourdouane, Assistant Director of Communications

**THROUGH:** Julia Burgos, Chief of School and Community Relations  
Melanie Kay-Wyatt, Ed.D., Superintendent of Schools

**TO:** The Honorable Michelle Rief, Chair, and  
Members of the Alexandria City School Board

**TOPIC:** Migration to the Upgraded TelVue Equipment for Live Streaming and Recording  
School Board Meetings

**ACPS 2025 STRATEGIC PLAN GOAL:**

- Goal 1: Systemic Alignment
- Goal 2: Instructional Excellence
- Goal 3: Student Accessibility and Support
- Goal 4: Strategic Resource Allocation
- Goal 5: Family and Community Engagement

**SY 2023-24 FOCUS AREA:**

Supports all areas of focus.

**Summary**

This memo outlines the benefits and impact of migrating from Granicus (previously Swagit) services to using the TelVue upgraded equipment in-house for HD live streaming and recording School Board meetings on the Alexandria City Public Schools (ACPS) website and other platforms. The transition to using the upgraded TelVue equipment will streamline processes, enhance video quality and improve overall efficiency. The system has been tested and is ready for transition to the upgraded TelVue equipment in-house.

**Background**

ACPS has been using Granicus services for an end-to-end solution for live streaming, recording and managing video content. Their services include:

- Live Streaming
- Archived recordings
- Captioning services
- Linking videos to specific agenda items

- Indexing

**The migration from Granicus to using TelVue equipment in-house will:**

- Improve video quality through the use of the new Encoder (Drake) - ensuring high definition (HD) quality for live streaming and recording.
- Enhance quality for web livestream, Roku TV, Apple TV, Fire TV, and mobile platforms (Android and iOS).
- Continuous 24/7 HD live streaming on all platforms, as well as live captioning, which will improve accessibility.
- Allow for the transfer of HD recordings from the TelVue cloud server to the ACPS website.
  - The School Board meeting recordings will continue to be accessible on the website and there will be continued indexing of meetings according to the agenda, similar to Granicus' indexing feature.

**Transition Process:**

A mock meeting was held on May 1 with members of the department of School and Community Relations, Technology Services and School Board clerks in order to test the upgraded TelVue equipment and provide an opportunity to receive feedback from participants. A final test of the upgraded TelVue equipment was performed at the May 16, 2024 School Board meeting, where the meeting was live streamed, recorded and captioned successfully.

*For this transition:*

- The School Board clerks will continue to update School Board meeting agendas and record zoom meetings.
- School Board meetings will be posted to the ACPS website within 24 hours.
- The ACPS video producer will manage the process for recording, livestream and captioning within the ACPS school board control room and maintain communication with school board clerks.

**Recommendation:** The Superintendent recommends that the School Board review the information within this memo pertaining to the migration to the TelVue upgraded equipment in-house for HD live streaming and recording of school board meetings on the ACPS website and other platforms.

**Impact**

Migrating to the upgraded TelVue equipment will significantly enhance the quality and efficiency of our School Board meeting recordings and livestreams. This change will streamline our processes, reduce cost and the dependency on using contract services and improve the overall viewing experience for our audience.

**Contact:**

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