

# 2018-2019 Regular Meeting of the Technology Advisory Committee (TAC)

Fremont Unified School District, Technology Training Center, District Office, 4210 Technology Drive, Fremont, CA 94538

March 4, 2019, 7:00 p.m. - 8:30 p.m.

**Call to Order: 7:07 p.m.**

**Roll Call:**

Fremont Community Member	Present (Y/N)	FUSD Staff Member	Present (Y/N)
<b>Anita Balaraman</b> , Parent, Mission Attendance Area	N	<b>Thom Birbeck</b> , Teacher, Centerville Junior High School	N
<b>Goutam Das</b> , Parent, Mission Attendance Area	Y	<b>Anne Damron</b> , School Secretary & CSEA REP; <i>TAC Secretary 18-19</i>	Y
<b>Rob Chan</b> , Parent, Irvington Attendance Area	Y	<b>Jeff Downing</b> , Asst. Principal, Oliveira Elementary	Y
<b>Linda Licari</b> , Parent, Washington Attendance Area, <i>TAC Chairperson 18-19</i>	Y	<b>Allyson McAuley</b> , Library Media Teacher, Irvington High, FUDTA Rep.	N
<b>Robert Hou</b> , Community Member	Y	<b>Rob Reibenschuh</b> , Asst. Principal, American HS	Y
<b>Vikram Jung</b> , Parent, Mission Attendance Area	N	<b>Michele Hartmangruber</b> , SEIU Representative	Y
<b>Yulin Xu</b> , Parent, Community Member	Y	<b>Dawn Nogueiro</b> - Curriculum & Instruction	Y
Vacancy		Vacancy	
Seated Voting Members: <b>14</b>		Quorum Met: 10/ 14	
		Joe Siam, FUSD CTO ex-officio, non-voting	N

**Guests:** Barth Paine, FUSD Web Designer; Michael Murray, FUSD IT Systems Specialist.

**Approval of last meetings minutes:** Rob Reibenschuh made a motion to approve the minutes of the February 4, 2019 meeting. Dawn Nogueiro seconded the motion. The vote was unanimous to approve the minutes. Members absent at the last meeting abstained from the vote.

**Approval of Agenda:** Dawn Nogueiro made a motion to approve the agenda.. Jeff Downing seconded the motion. The agenda was approved unanimously.

**Oral Communications: Comments from public or members on items not on agenda:** none

**CTO Update: (Joe Siam)** Michael Murray introduced himself and represented the IT Department at the meeting. He presented the CTO Update. Openings in the department continue with one open position for a Data Specialist in the Data Division, and an open position for a Systems Specialist in the Systems Division. The IT department continues to increase security due to spear phishing attacks—emails to staff from outside now include a text alert about trusting the sender and not clicking on links. An RFP is being reviewed for network electronics for the three new schools. IT support division is also looking at the RFP

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regarding a possible manual scanning process to archive the boxes of paper now in storage (mainly attendance records). Regarding the new fixtures for the clock/bell/speaker project and the microphone issue, a pilot site is being established to demonstrate how the system works. It was noted that there are both a financial and time cost FUSD and the mostly the vendor to run the pilot.

Barth Paine reported on the FUSD website. Websites are in the realignment stage. Not all schools are on the website yet, but FUSD was given a 15 day extension to help with the needed connections between SchoolLoop, Alameda County Office of Education (ACOE) and Blackboard. Fremont Adult and Continuing Education (FACE aka Adult School) has also had to adapt including a new url FACE.edu that points to the regular url. FACE will continue to use Blackboard one more year at a cost of \$2,000. FACE has its own student information system that wraps to the website. Barth continues to work with their web person on the transition. One member commented that the new sites are bright and enticing, but the realignment may have inadvertently created a mess underneath. Support and training is needed to clean up these issues where possible. TAC then discussed training for staff, and members noted that some sessions have been held, a help doc will be shared with staff and more information will go to staff in the bi-monthly Staff Update. Yellow errors can be ignored for now—that is finetuning that will be needed for Americans with Disability (ADA) access.

TAC then asked about the staff email transition plans from Outlook to Gmail. Michael noted that his understanding is that the transition plan will go to the board in the near future. It will be the school board's choice to choose the timing of the implementation. TAC members noted that a multi-pronged approach to training is important. One member wants TAC to look at the content of the trainings and agreed that a subcommittee for this is a possible approach.

Members also asked whether the school bus GPS/routing system and the Visitor Badge systems has ever been approved or were being used in FUSD. Consensus was that neither of the systems have been implemented. Other members noted that the school district is holding informational meetings about the budget for 2019-20 and that information is on the front page of the FUSD website.

Another member asked if the IT Department is out of teacher computers. Michael noted that he wasn't sure as that is part of the IT Support Division and Mary Lasica was not present to respond.

New Business included the mention that it is time to recruit people to apply for TAC, commit to re-apply etc. Robert Hou and Joe Siam are the contacts for this.

**Meeting Adjourned: 7:42 p.m.**     **Next Meeting: April 1, 2019**

**Potential Future Agenda items** *(Note that the dates are planned and can change)*

- Website Update - (Barth Paine)
- Gmail Update - (Joe Siam)
- Information about Technology Inventory (**Mary Lasica**) - 30 minutes
  - Survey???
  - Progress
- Network Operations Center (NOC) upgrade
- Google Gmail for students--members to bring sample policies and procedures from other districts.

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- Report from members who visit classrooms (sub-committee?)
- Possible sub-committee on equipment & report to TAC

## Future Meetings:

May 6, 2019

June 3, 2019 (First Meeting of 2019-2020 TAC Year)

## Acronyms...Defined

FUSD	Fremont Unified School District
IT	Information Technology
COIL	Circle of Independent Learning
FAS	Fremont Adult School
WAN	Wide Area Network
LAN	Local Area Network
IDF	Intermediate Distribution Frame
MDF	Main Distribution Frame
WAP	Wireless Access Point
C & I	Curriculum and Instruction
CTE	Career & Technical Education
DRS	Disaster Recovery Site
SIS	Student Information System
ISP	Internet Service Provider
SEIS	Special Education Information System
GAFE	Google Apps for Education
VOIP	Voice Over Internet Protocol
FUDTA	Fremont Unified District Teachers Association
MVROP	Mission Valley Regional Occupational Program
RFP	Request for Proposals
EL	English Learner
ESY	Extended School Year
SPED	Special Education
ADA	Americans with Disabilities Act
FACE	Fremont Adult and Continuing Education
ACOE	Alameda County Office of Education