

# 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

April 1, 2019, 7:00 p.m. - 8:30 p.m.

**Call to Order: 7:02 p.m.**

**Roll Call:**

Fremont Community Member	Present (Y/N)	FUSD Staff Member	Present (Y/N)
<b>Anita Balaraman</b> , Parent, Mission Attendance Area	Y	<b>Thom Birbeck</b> , Teacher, Centerville Junior High School	Y
<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	N	<b>Jeff Downing</b> , Asst. Principal, Oliveira Elementary	N
<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.	Y
<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: 11/ 14	
		Joe Siam, FUSD CTO ex-officio, non-voting	Y

**Guests:** Barth Paine, FUSD Web Designer.

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

**Approval of Agenda:** Robert Hou made a motion to approve the agenda. Goutam Das seconded the motion. The agenda was approved unanimously.

**Oral Communications:** Michele Hartmangruber noted that staff at Irvington High believe they are being forced to buy Chromebooks that will expire in three years. Allyson McCauley noted that the items available according to the purchasing standards might be outdated according to information on the Google website which indicates newer Chromebook models might last six years.

Robert Hou mentioned that TAC memberships may need to be renewed and that he is reaching out to members with expiring terms and seeking applications from parents and community members.

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Yulin Xu asked about FUSD policies for equipment retirement.

**CTO Update:** Joe Siam noted that it might be a good idea for TAC to have Meeting Norms and reviewed a list from the Local Control Accountability Advisory Committee (LCAAC). He report that hiring for the openings in the Data Division for someone who works with CalPads and in the Systems Division working with servers supporting the network are both on hold. The School Board has approved the funding for the Technology Upgrade for the new schools. The Facilities & New Construction Department has issued RFPs to find contractors for the network cabling for the new construction sites and Melendez Elementary. The cutover to the VOIP system is complete at Durham Elementary and includes phones and the PA System. Installing this project required coordination with other departments such as Operations & Grounds and Maintenance. IT support was on hand for the first day of this deployment. Other projects include the IT installation and audio-visual products for the new 10 classroom building at Washington High. The IT Support Division is awaiting the results of the scanning project (pulled from agenda at last School Board Meeting). Members asked about the Gmail project and it was reported that it was tabled two school board meeting ago and is now on the FUSD School Board Agenda for April 10, 2019.

Joe noted that Principals were notified of the LCAAC decision to award unused and reallocated LCAP funds for technology and library items. The funding formula for the allocations is based on the number of unduplicated students at each site. Joe noted that the items on the Technology Purchasing Standards contains only some items to help standardize the technology in classrooms and make the IT Support Specialists be able to resolve tickets quickly due to standard technology items. Regarding the Chromebooks with operating systems that may go out of date, Google, like any other tech company, promises to update their OS according to dates published on their website. Many devices will still work even if these dates are past (such as devices still running Windows 7). Google is now saying they will “no longer guarantee” auto-updates. Regarding the concern from some members that the Purchasing Standards are not being updated in a timely fashion, Anne Damron asked if the reduction of one position in the last few years and the positions now on hold is affecting the productivity of the Technology Department and their ability to make updates to the list. Joe noted that any piece of hardware will run into the issue of age. IT has been hoping for a more controlled hardware refresh cycle that reflects for hardware and software standards. The department still relies on the Dell representative to let FUSD know what is new, and the IT staff prefer to test the hinges, keyboards etc. for reliability. Additionally, he noted that the IT Department tries their best and works in good faith, and the cut and jobs on hold is hindering the IT Departments ability to continue to work in good faith and in a timely fashion. He noted that, as always, schools with a special case or special use should reach out for a quote.

**Unfinished Business: Website:** Barth Paine notes that he will continue to attend TAC as a connection to the Superintendent’s Office. He has five announced website trainings this month in addition to the three that are tied to the library staff’s regularly scheduled meetings. He is also training the district departments as they ask for support.

**Information about the Technology Inventory:** Joe noted that he needed to defer this item to Mary Lasica and consensus was to table this item until the June meeting.

**New Business:** At the request of Superintendent Kim Wallace, for the first time TAC discussed Board Policy 6163.2 and the related Administrative Regulation (BP/AR). This BP/AR has not been revised for twenty-plus years. Member comments are being tracked on a shared Google doc. One member asked if

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FUSD has ever considered using monitoring software. FUSD has used trials, and some high school sites pay for software. Members asked about other documents that would alert staff about privacy issues. Members noted that staff should have no expectation of privacy in the educational environment. TAC consensus is that staff need to be told about privacy issues. A robust conversation continued about being notified about the possibility of two-way communication on the new VOIP system, searching student phones if they are using FUSD wifi on their phone, how students got the password to the FUSD wifi, FUSD content filters, etc. TAC would like a demonstration of the two way communication feature on the VOIP clock/bell/speaker systems at an upcoming meeting. TAC was also in consensus that an “acceptable use policy/privacy reminder” should pop up when devices are connected to the FUSD system. Members agreed to continue to make suggestions for the above BP/AR and also review 3521.1 for continued discussion at the next meeting. Joe also will include the Staff Technology Agreement, the Parent/Student Technology Agreement, and the FUSD Code of Conduct in an effort to make all of the information align. It is believed that California School Boards Association (CSBA) does not have a technology policy.

**Meeting Adjourned: 8:30 p.m.**      **Next Meeting: May 6, 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**) – June 2019
  - Progress
- Network Operations Center (NOC) upgrade
- Google Gmail for students--members to bring sample policies and procedures from other districts.
- Report from members who visit classrooms (sub-committee?)
- Possible sub-committee on equipment & report to TAC
- New Members (June 2019)
- Demo VOIP System

## **Future Meetings:**

**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

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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
LCAAC	Local Control Accountability Advisory Committee
PA	Public Address
OS	Operating System
BP	Board Policy
AR	Administrative Regulation
CSBA	California School Boards Association