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

Call to Order: 7:11 p.m.
Roll Call:

Fremont Community Member	Present (Y/N)	FUSD Staff Member	Present (Y/N)
Anita Balaraman, Parent, Mission Attendance Area	N	**Thom Birbeck**, Teacher, Centerville Junior High School	Y
Goutam Das, Parent, Mission Attendance Area	Y	**Anne Damron**, School Secretary & CSEA REP; *TAC Secretary 18-19*	Y
Rob Chan, Parent, Irvington Attendance Area	Y	**Jeff Downing**, Asst. Principal, Oliveira Elementary	Y
Linda Licari, Parent, Washington Attendance Area, *TAC Chairperson 18-19*	Y	**Maile Ferreira**, Teacher Librarian, MSJ HS, FUDTA Rep & FUSD Librarian	N
Robert Hou, Community Member	N	**Allyson McAuley**, Library Media Teacher, Irvington High, FUDTA Rep.	Y
Vikram Jung, Parent, Mission Attendance Area	Y	**Rob Reibenschuh**, Asst. Principal, American HS	N
Yulin Xu, Parent, Community Member	N	**Michele Hartmangruber**, SEIU Representative	N
Vacant		**Dawn Nogueiro** - Curriculum & Instruction	Y
Seated Voting Members: **15**		Quorum Met: 9/ 15	
		Joe Siam, FUSD CTO ex-officio, non-voting	Y

Guests: Barth Paine, FUSD Web Designer; Henry Fung, Irvington High Science Teacher.

Approval of Minutes: Jeff Downing made a motion to approve the minutes of the November 5, 2018 Meeting. Dawn Nogueiro seconded the motion. The vote was unanimous to approve the minutes. Allyson McAuley abstained from the vote, as did members absent at the last meeting.

Approval of Agenda: Anne Damron made a motion to approve the agenda. Thom Birbeck seconded the motion. The agenda was approved unanimously.

Oral Communications: Comments from public or members on items not on agenda

Chair Linda Licari commented that Rebecca Smith submitted a resignation from her TAC position. Linda thanked her for her service, her voice and her year of commitment to TAC and wished her well in her new endeavors.
  Allyson McAuley talked about a concern that was brought up at a FUDTA Representative Council meeting. The concern relates to the equipment that is being installed for the clock/bell/speaker project. FUDTA members are concerned about the bidirectional microphones and privacy issues. Joe Siam, CTO indicated that he had responded to the FUDTA inquiry and the two-way microphone feature is not something that FUSD is considering to be implemented. TAC has further questions about implementing the feature, privacy concerns, live sounds, and the

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

possibility of third party data collection. Chair Linda Licari indicated that the equipment and related questions will be added to the future agenda list.

CTO Update: Joe Siam reported on several projects. The implementation of electronic attendance verification began in January after state approvals were received. Potential savings, mostly due to less need for storage of paper records, could be close to $92,000. One of TAC's agenda items this month is a survey of teacher needs so he waited for that item to comment. FUSD is continuing to consider the possibility of an electronic document management system. The Budget, Audit and Attendance Department now has a repository for documents. FUSD prepared a RFP in January and is currently receiving responses.

Unfinished Business

Barth Paine to commented on the FUSD website and the change to SchoolLoop as the back end. Barth noted that high schools would all be on the new system within the week, then Junior Highs, with elementary schools last. A few staff members in the IT department are helping with the active directory portion of the project.

The Google Email Update was discussed. This was the first time TAC discussed implementation plans. Joe showed slide of two possible implementation plans for switching from Outlook to Gmail for staff members and was seeking input. With both models, the completion of the VOIP project, EL Summer School and ESY SPED Summer School needs, and three new schools next year are all concerns with the implementation. Plan B offers less time to migrate data (about 56 terabytes right now), though running parallel systems is possible. Training needs were mentioned, including offering written instructions on paper, video instructions and in person trainings available in both the morning and the afternoon. Joe will look into what the current "purge policy" is for emails. Other considerations are teacher comfort level, staff workload, and other "new" things that might be happening in FUSD at the same time.

Next TAC received information about the Technology Inventory and a possible teacher survey. A draft of a survey was shown to members. TAC commented that the survey would gather good information from those who complete it, that it is important to remember the audience when designing the survey, simplifying and clarifying some of the information, and how to group the information. One member suggested a feedback button as is helps you improve your process. Joe noted that he is still working on permission from management to send out a survey. He will provide a link to the draft survey for the next agenda.

New Business: none, members commented on future agenda items.

Meeting Adjourned: 8:30 p.m.   **Next Meeting** Monday, March 4, 2019

Potential Future Agenda items *(Note that the any dates indicated may change)*

-Google Gmail for students--members to bring sample policies and procedures from other districts.
-FUSD Website update
-Network Operations Center (NOC) upgrade
-Report from members who visit classrooms (sub-committee?)
-Possible sub-committee on equipment & report to TAC

Future Meetings:

April	**1,**	**2019**
May	**6,**	**2019**
June	**3,**	**2019**

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

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