

2014-2015 Regular Meeting of the Technology Advisory Committee (TAC)

Fremont Unified School District, Technology Training Center, District Office, 4210 Technology Drive, Fremont, CA 94536

April 13, 2015, 7:00 PM

NOTE: Those who wish to speak under Oral Communications must be present prior to 7:00 PM to request to do so.

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

Fremont Community Member	Present (Y/N)	FUSD Staff Member	Present (Y/N)
Rebecca Smith, M.S.Ed. TAC Chair, Parent & Educator	Y	Antoinette Schlobohm TAC Vice-Chair & Teacher	Y
Robert Hou, Parent, Mission San Jose HS	Y	Anne Damron, TAC Secretary, CSEA Rep., School Secretary	Y
Sameer Desai, Parent, Forest Park Elem.	Y	Rob Reibenschuh, Asst. Principal,	Y
Melissa Heckman, Parent, Harvey Green Elem.	Y	Maile Ferreira, FUDTA Rep. & FUSD Librarian	Y
Linda Licari, Parent, Niles Elementary	Y	Thom Birbeck, Teacher, FUDTA Rep.	Y
Aaron Cammarata, Parent, Mattos Elem.	Y	Michelle Hartman-Gruber, SEIU Rep., Campus Supervisor	N
Vikram Jung, Parent, Mission San Jose HS	Y	Danielle Girard, Instructional Technology Coordinator	Y
Peter Xie, Parent, Parkmont Elem.	Y	Vacant	

Seated Voting Members: 14

Quorum: 8 Voting Members: 15

Joe Siam, CTO, ex-Officio

Y

Guest: Barth Paine, FUSD Web Designer

Approval of Minutes: see next item

Approval of Agenda: Antoinette Schlobohm made a motion to have the approval of minutes later in the meeting. Aaron Cammarata seconded. The vote was 13 - 0 with Melissa Heckman abstaining. Anne Damron made a motion for the Chairperson to announce a deadline to submit items to be included on the next meeting agenda. Thom Birbeck seconded the motion that was approved unanimously.

Oral Communications

Joe Siam introduced Barth Paine noting that feedback is needed on a previous TAC agenda item. Staff needs feedback on web redesign. Barth Paine, FUSD Webmaster works for the Public Information Officer (PIO) and is based in Superintendent's office. He works more on the information and less on the IT side of the website. He started in November, so he is a reasonably new hire. He is mainly working on new template for Schoolwires which is FUSD's website back end. The goal is a more modern, up to date and responsive FUSD website to any device a user is using to access FUSD information (phones, tablets, laptops, desktops) in both landscape and portrait orientations) as well as curating the content. Joe displayed a .jpg showing redesign. TAC would like to see the designs for the different breakpoints. Initial sign off is close; breakpoints from Schoolwires designer have not been released. The message to TAC is that things can be fixed. Barth is also trying to turn on features like if you hit a phone number it auto-dials it. Additionally, a goal is to make the interface easier for those with updating privileges.

Feedback from TAC while viewing the .jpg of the homepage design—lot of info on site, big header, big footer, quicklinks will be a hidden navigation bar – best for use on phone level. Sameer commented on backend component and whether or not the site is HTML 5 compatible and about Flash. Schoolwires had been asked, but is not ready to move to HTML 5 totally. Schoolwires has an app but FUSD is not signing up for that (not sure that mobile app is part of FUSD's budget).

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Most of secondary uses SchoolLoop but at the elementary level not able to access due to budget and what SchoolLoop offers.

What is the proposed benefit of the app and push notifications? Aaron appreciates that FUSD is not spending the budget on that, but is open to hearing more about that. Sameer is asking about the calendar aspect and overlays from/to district calendar. Schoolwires will now sync with Google calendars. Anne stated that from the classified employee point of view, due to new employees, there is a desperate need for Schoolwires Campus User training. Four or more TAC members are parent updaters of their elementary websites. Discussion continued about SchoolLoop for Elementary. Thom explained the difference between the two sites, site choices, access, etc. Joe spoke to the plan from the district level for consistency and address specific needs. A proposed compromise for secondary is to have Schoolwires as the homepage that then leads to teacher pages. Elementary teachers have access to a parent communication portal called Engrade Pro but only 4 schools use. SchoolLoop makes it very interesting for parents to see daily grades. Some teachers report that they receive many fewer emails from parents because they can see grades regularly. Joe will email PDF to TAC for comments to be submitted directly to Joe. Website Feedback box was suggested. Security was suggested—user authentication and makes it easier for me as an ability. Issues to survey: usability, operations, training & maintenance, security. TAC suggested asking for input from parents, classified, certificated, and administrative employees as well. Redesign is paid for—code takes 6 weeks. Summer is a busy time for changes to be made on all of the Schoolwires sites from all districts using their product.

Scheduled Agenda Items:

Discuss *timely* communication between TAC and FUSD departments re: technology planning, procurement and integration: TAC comments are to get a heads up a couple of months out so we don't have a rush through discussions and can be on task. Joe passed out an internal Information Technology Projects Roadmap. Asterisks mean priority--*** is highest. 12 of 15 techs at Kennedy today and minor issues were handled in a snap. Other three techs at other sites that needed on site support. Joe reviewed the handout that restated many issues that have been previously discussed at TAC. Members asked many questions about each section especially disaster recovery of data, objectives for each of the sites for DR etc. and what is included in the SLA (Service Level Agreement), security, training, hardware refresh cycle, training and future plans in each area.

Propose Teacher Training for Technology Integration Subcommittee. --Tabled until next meeting.

Discuss TAC membership for the 2015-2016 school year: Robert led this section of the agenda and a referred to his email regarding this topic. This primarily refers to community members at the end of their two-year term (Robert, Melissa, Vikram, Becky) -- all verbally agreed to re-apply. Antoinette was chosen to join the International Advisory board for the International Science Teacher Association (1 of 9 members) so she will be stepping down after 9 or 10 years on TAC. Sameer, Linda and Peter have agreed--Aaron will let Robert know within two weeks if he will continue. Joe and Robert have been holding applications and will ask the pool of applicants who applied last time.

Next meeting Agenda Items:

--Propose Teacher Training for Technology Integration Subcommittee.

--Library information —It is suggested TAC view a Request for Proposal (RFP) recommendation presentation in advance of Board vote. RFP will be reviewed April 21st (at least 2 of 3 companies who applied)—Joe will provide details to TAC in case anyone on TAC can be part of RFP process and will include link to RFP.

Minutes: The amended minutes from the March meeting were approved 13 - 0 following a motion by Antoinette Schlobohm and a second by Linda Licari. Melissa Heckman abstained.

MEETING ADJOURNED 9:00 p.m.

Minutes Approved: May 4, 2015