

**Fremont Unified School District  
Board of Education  
Technology Advisory Committee Meeting Minutes  
01-07-08**

**Members Present:**

Kathleen Caine, Carlos Carrillo, Maile Ferreira, JoAnn Garbarini, David Hotchkiss, Robert Hou, Narasimhan Lakshmipathy, Hiu Ng, Nanci Pass, James Phair

**Members Absent:**

Piyush Malik; Chinmoy Roy

**Visitors:**

Steve Betando

**Meeting Agenda:**

- 1) Call to order – 7:15pm
- 2) Technology Advisory Bylaws

The team did not finish reviewing the bylaws during the Dec. meeting. The unfinished portion of the bylaws was reviewed this time.

**Action Item:**

- 1) Mr. Betando, Mr. Phair, and Mr. Ng will compare notes and create a new version of the bylaws for the team's review.
- 2) Mr. Betando will communicate with and provide the team's work to Dr. Hotchkiss.

Fremont Unified School District  
Technology Advisory Committee  
Monday, February 4, 7:00 PM – 9:00 PM

**MINUTES**

Called to Order: 7:05 p.m.

Introduction of FUSD Board Member – Larry Sweeney; Asst Superintendent, Human Resources – Steve Betando and interim Recording Secretary – Virginia Wong;

**Attendance**

Members Present: Kathleen Caine; Carlos Carrillo; Maile Ferreira; JoAnn Garbarini; Robert Hou; Narasimhan Lakshmipathy; Piyush Malik; Hiu Ng; James Phair

Members Absent: Nanci Pass; Chinmoy Roy

FUSD Staff Present: David Hotchkiss, Chief Technology Officer, MIS

Visitors: Steve Betando, Asst Superintendent, Human Resources;  
Larry Sweeney, Member, FUSD Board of Education

**1. Approval of Agenda**

Approved as submitted with the following name corrections – *Gabrarini* should be Garbarini and *Piush* should be Piyush.

Approved as amended.

**2. Approval of Minutes**

None – to be reviewed at next meeting.

**3. Oral Communications**

None.

**4. Old Business**

Discussion of two draft sets of bylaws received by David Hotchkiss.

**5. New Business**

**A. Review and Ratification of TAC Bylaws (draft v 1.2)**

Article I – Identification - no comment by members

Article II – Purpose - discussion of inclusion of the wording *Chief Technology Officer* – consensus to delete the wording.

Article III – Powers and Duties - there was much discussion of the committee’s powers and duties. James Phair to amend the bylaws per committee’s review and consensus.

Article IV – Membership

Para A, #1 – Community Members –

Delete *Fremont residents* and replace with *community members*; and delete *in Fremont*. Hiu Ng made a request to submit a minority opinion to express his concerns about the Membership section.

Para C – Resignation

Add *...or to the Chair*

Para D – Removal of Committee Members

Discussion of the wording “*who has not shown suitable commitment*”.

Article V – Governance

Para A – Term of Office

Add the wording . . . for one year *at the June meeting* following . . .

Para D – Change of Officers

Add . . . all *official* documents . . .

Article VII – Meetings

Para A – (last sentence) . . . shall be adopted *at the June meeting*. Delete remaining sentence.

Para F – There was a discussion of the Robert’s Rule of Order concerning quorum procedures. Delete the wording . . . *of either category* which was a typo.

Article IX – Amendments

Para A - #1 - Delete the words . . . *by a two thirds vote*

Para ! - #4 - Amend the wording to reflect . . . will take effect upon *approval of the Board*. Deleting *immediately and adoption, unless otherwise specified*.

Article X – Retirement of the Committee

Add the word. . . all *official* committee records

Bylaws approved as amended by committee. There was a discussion of by Steve Betando concerning how the committee wants the Bylaw be placed on the Board agenda. It was recommended to ask for Board consent.

**B. The Brown Act and its impact on TAC meetings**

There was a discussion about the Brown Act and a request that the Do’s and Don’t (page 2 of the Act) be clarified as the table is difficult to readily read.

**C. Election of Interim Officers**

The following people were elected as interim officers until officers can be elected in June.

Chairman – Robert Hou  
Vice-Chair - Maile Ferreira  
Secretary – JoAnn Garbarini

**D. Approve Meeting Time**

There was a discussion and a motion was made for the TAC meetings to start at 7 pm and have a hard stop at 9 pm.

**6. Future Agenda Items Requested**

Review and Ratification of TAC Application Form

**7. Adjournment**

The meeting was adjourned at 9:05 p.m.

Fremont Unified School District  
Technology Advisory Committee  
Monday, March 3, 7:00 PM – 9:00 PM

**MINUTES**

Called to Order: 7:05 p.m.

**Attendance**

Members Present: Kathleen Caine; Carlos Carrillo; Maile Ferreira; JoAnn Garbarini;  
Robert Hou; Narasimhan Lakshmipathy; Piyush Malik;  
Nanci Pass; James Phair

Members Absent: Hiu Ng; Chinmoy Roy

FUSD Staff Present: none

**1. Approval of Agenda**

Approved as submitted.

**2. Approval of Minutes**

Meeting minutes for January 7 were approved.

Meeting minutes for February 4 were approved.

**3. Oral Communications**

None.

**4. Old Business**

None.

**5. New Business**

**A. Reviewed and modified membership application for community members**

**B. Current members declared their interest in serving a third year**

TAC members serve two-year terms. It is desirable, however, that each year, some members continue to serve one year while new members join the committee for two years. To achieve this, it is desirable to have at least some of the current members serve a three-year term. The following committee members expressed their interest in serving three-year terms:

Kathleen Caine  
Robert Hou  
Narasimhan Lakshmipathy  
Piyush Malik  
James Phair

Carlos Carrillo  
JoAnn Garbarini  
Nanci Pass

**6. Future Agenda Items Requested**

Topics for short-term and long-term projects

**7. Adjournment**

The meeting was adjourned at 9:00 p.m.

Fremont Unified School District  
Technology Advisory Committee  
Monday, April 7, 7:00 PM – 9:00 PM

**MEMORANDUM FOR RECORD**

**NO QUORUM – INFORMATION ONLY MEETING**

**Attendance**

Members Present: Carlos Carrillo; Maile Ferreira; JoAnn Garbarini; Robert Hou;  
James Phair

Members Absent: Kathleen Caine; Narasimhan Lakshmipathy; Piyush Malik; Hiu Ng;  
Nanci Pass; Chinmoy Roy

FUSD Staff Present: David Hotchkiss, Chief Technology Officer, MIS

Visitor: Steve Betando, Asst Superintendent, Human Resources

**1. Meeting was cancelled**

TAC did not reach quorum by 7:15 pm. The meeting was cancelled. TAC had presentations from Steve Betando and David Hotchkiss, but did not take any actions.

**2. Oral Communications**

None.

**3. Old Business**

None.

**4. New Business**

**A. FUSD Budget Presentation**

Steve Betando presented budget cuts that FUSD is considering making in response to the California budget crisis.

**B. CIPA Presentation**

David Hotchkiss made a presentation on CIPA, Child Internet Protection Act. FUSD already has safeguards in place, but it does not have a written policy.

## **5. Future Agenda Items Requested**

Topics for short-term and long-term projects

REGULAR MEETING OF THE TECHNOLOGY ADVISORY COMMITTEE  
FREMONT UNIFIED SCHOOL DISTRICT

District Office  
4210 Technology Drive  
Fremont, California 94536  
**May 5, 2008; 7:00 p.m.**

**NOTE: Oral Communications will be at approximately 7:15-7:30 p.m. Individuals who wish to speak under Oral Communications need to be present prior to 7:00 p.m. to turn in their request to speak.**

**OPENING ACTIVITIES**

1. CALL TO ORDER: \_\_\_\_\_ 7:07 \_\_\_\_\_ p.m.

2. ROLL CALL:

COMMUNITY MEMBERS	PRESENT	FUSD STAFF MEMBERS	PRESENT
Kathleen Caine	x	Carlos Carrillo, Technical Services Manager	
Chinmoy Roy		JoAnn Garbarini, Teacher	x
Robert Hou	x	Maile Ferreira, Instructional Technology	x
Narasimhan Lakshmiopathy	x	Nanci Pass, Principal	x
Piyush Malik		Vacant	
Hiu Ng		Vacant	
James Phair		Vacant	
Vacant		Vacant	
		David Hotchkiss, Ph.D., CTO, ( <i>Ex-officio</i> )	x

Total Voting Members In Attendance: \_\_\_6\_\_\_ Seated Members: 11 Quorum: 6

3. **APPROVAL OF AGENDA**

Motion	Second	Vote		
		Aye	Nay	Abstain
Maile	Kathleen	6		

4. **CONSENT CALENDAR**

These items are generally considered to be routine and appropriate for consent. If there are any questions about an item, that item will be removed from the Consent Calendar and considered in its normal sequence on the agenda. Action Items Unless Otherwise Stated.

**Consent Motion: It is moved that all items on the Consent Calendar of the agenda be approved, with the exception of item(s) \_\_\_\_\_.**

Motion	Second	Vote		
		Aye	Nay	Abstain
James	Hu	6		

- A. Approval of meeting minutes of March 3, 2008 meeting.
- B. Approval of meeting minutes of April 7, 2008 meeting. (Memo to file)

**END CONSENT SECTION**

**REGULAR BOARD AGENDA ITEMS**

5. ORAL COMMUNICATIONS (*approximately 7:00 p.m.*)

**6. SCHEDULED ITEMS**

0805-01. Getting to meetings on time, reaching quorum, oral communications Information

Discussion:  
Congratulations  
Change oral communications to 7:30  
Allow 15 minute arrival time

0805-02. Current members re-applying for a third year

Discussion:  
Hui, Kathleen, Jo Ann and LP were concerned about current members having to reapply. It was not the intention of the bylaws to have current members reapply. The staggering effect will be gone. Information

0805-03. FUSD budget cuts Action

<i>Motion</i>	<i>Second</i>	<i>Vote</i>		
		<i>Aye</i>	<i>Nay</i>	<i>Abstain</i>

0805-04. David's TD presentation to the Board

CIP Children's Internet Protection Act  
Accomplishments to show the School Board what has been done in one years time with just a little bit of money Information

0805-05. Acknowledge retiring members

Thank you David for the sandwiches  
Thank you Robert for the brownies  
James and Robert to create certificates and letters for outgoing members Information

0805-06. Where should TAC spend its time

Create committee to draft letter to present to the School Board on behalf of TAC MOTIONED Hui, SECOND Kathleen, approved 7 ayes. Information

0805-07. Development of Next Meeting's Tentative Agenda

Introduction of current and new members Information

Adjourn: \_8:55\_\_\_\_\_ p.m.