

2017-2018 Regular Meeting of the Technology Advisory Committee (TAC)

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

March 5, 2018, 7:00 p.m. - 8:30 p.m.

Call to Order: 7:04 p.m.

Roll Call:

Fremont Community Member	Present (Y/N)	FUSD Staff Member	Present (Y/N)
Edwardo Martinez , Parent, _____	N	Thom Birbeck , Instructional Coach C & I Dept.	Y
Goutam Das , Parent, Mission Attendance Area	Y	Anne Damron , School Secretary & CSEA REP; <i>Secretary 17-18</i>	Y
Sameer Desai , Parent, American Attendance Area	Y	Jeff Downing , Computer Specialist, Millard Elementary, <i>Chairperson 17-18</i>	Y
Linda Licari , Parent, Washington Attendance Area	Y	Maile Ferreira , Teacher Librarian, MSJ HS, FUDTA Rep & FUSD Librarian	Y
Robert Hou , Community Member	N	Allyson McAuley , Library Media Teacher, Irvington High, FUDTA Rep.	N
Vikram Jung , Parent, Mission Attendance Area	Y	Vacancy, SEIU Representative	N
Rebecca Smith , Community Member, <i>Vice Chair 17-18</i>	Y	Victoria Quintana , Teacher, Grimmer Elementary	Y
Peter Xie , Parent, Washington Attendance Area	Y	Rob Reibenschuh , Asst. Principal, American HS	N
Seated Voting Members: 15		Quorum Met: 11 / 15	
		Joe Siam, FUSD CTO ex-officio, non-voting	Y

Guests: Mary Lasica, FUSD IT Support Administrator.

Approval of last meetings minutes: Peter Xie made a motion to approve the minutes of the February 5, 2018 meeting. Following a second by Linda Licari, TAC Members voted to approve the minutes. Members absent at the last meeting abstained from the vote.

Approval of Agenda: Following a review of the agenda and a suggestion by the Chair to move the Sole-sourcing item ahead of the email services discussion, Linda Licari made a motion to approve the agenda. Following a second by Peter Xie, TAC members voted to unanimously approve the agenda as amended.

Oral Communications: none

CTO Update: Joe Siam noted three items from the Information Technology Department. As mentioned at a previous meeting, the department is being audited by the Universal Service Administrative Company

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which administers the Schools and Libraries Program, commonly known as E-rate, and administers funding that the district received (usac.org). Unfortunately, some paperwork is not locatable and this is a potential liability for the district. Twice monthly phone conferences are being held regarding this audit, and Joe and the E-rate consultants are in contact with the previous E-rate consultant as well as the previous CTO as the documents needed are pre-2012.

A second challenge to projects the IT Department is working on stems from the WAN project. At this time, cable is ready to be pulled to schools and offices so that the district has its own fiber optic cable. However, the proper legal contract between the contractor and the City of Fremont has hit a snag and has run into impass over some contractual details that affect 20,000 feet of necessary aerial work.

Good news from the department is that the High School network projects are proceeding. The Washington High School cutover is partially complete. Phase 1 and Phase 2 have gone smoothly, so with the network running parallel, staff are preparing for Phase 3 (pointing to the new server) and completion with Phase 4. Staff are proceeding slowly and with utmost caution to ensure a smooth transition for all. Of particular note, IT does not plan to make sudden changes as SBAC and AP testing will start soon. TAC members asked questions about how staff computers will be backed up, information on access point changes and joining to new domain, data migration, backups to the correct servers, necessary changes for print servers, a communication plan, etc. This is a major change, and staff is proceeding cautiously as currently every current domain is set up differently thus requiring more work to perform the cutover. When the changes and cutovers are complete, the consistency of the setup will help IT offer speedy support.

TAC then viewed a presentation regarding a need for FUSD to Sole-source Equipment for Telecommunications Project for the first time. The Telecommunications Project includes the VoIP/Clock/Bell/Speaker systems and has been presented previously along with notes on the current conditions of phones and public address systems across the 45 schools and other district sites. The IT Department is seeking authorization from FUSD Trustees to Sole-source Equipment for the project. Sole-Sourcing means going through the RFP process asking for bids on the exact system requirements (i.e. no substitutions of equipment). The goal is to implement the exact system designed by FUSD and the consultants. Without Sole-sourcing, there is no guarantee the systems will integrate and work seamlessly. Sole-sourcing streamlines trouble shooting if a problem occurs. One member could not think of any cons to Sole-sourcing. Robust discussion continued regarding definitions, risk, connectivity, backup systems LAN cabling requirements, etc. Thom Birbeck made a motion to recommend the CTO ask the FUSD Trustees to allow Sole-sourcing. Sameer Desai seconded the motion. TAC voted 9-0 to approve the motion with two abstentions for lack of information and lack of definitions.

For the third time this TAC year the group discussed staff email services (also, email has been discussed on and off for three years). Currently, FUSD uses Microsoft Exchange (aka Outlook Webmail) that is hosted on an in-house array of four servers. IT keeps adding capacity for storage, but the current rack is full and would require the purchase of additional storage hardware. Costs are increasing for the amount of storage needed. An option would be to switch to Google/Gmail. Many school districts have switched to

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using Gmail (data is available in IT department.) Many districts have also enabled all functionality (including email) for students in the G Suite for Education product. TAC members noted items to think about with any email system: security, privacy, training, cost, need for migration when an employee leaves FUSD, need to purge read items/junk, etc. Gmail would offer cost savings as it is free to use for education, 50 gigs of data storage for each use, change would be made for employees at this time with the possibility of enabling student use in the future, concern that Google might charge for this service in the future. Currently, the Microsoft Exchange system has server costs, client access license cost issues, cost for hardware maintenance and purchases, etc. Training costs continue to be a concern of TAC members. One member noted that as a visual person, being able to see the two systems would enable a better comparison.

Additional conversation regarding privacy and safety concerns mentioned that Google does not scan educational email accounts as they do for personal accounts, no advertising in the educational environment, and not reportedly no data mining. Discussion continued regarding data ownership, data backups, privacy—noting that some Gmail controls are better than Exchange), FUSD email security policy, ability to search email and previously stored email, retract-ability, timeline for implementation, training and communication of actual implementational plan, human concern (human error often weak link), coordinated single sign on for some products currently used by staff but not all that classified Office/Technical employees use. Linda Licari made a motion that TAC recommend that FUSD move staff from MS Exchange email system and servers to Gmail when implementation, communication and training occur in August 2018 during Professional Development Days. Vikram Jung seconded the motion. Discussion on the motion included comments such as “staff have a visceral response to change”, what about the timing with the website change, the change may help protect teachers by them not using their personal email accounts, suggestion of using Teacher Champions to support the change, change may support efforts to enable email for students. TAC voted 9-0 to approve the motion with two abstentions for lack of information.

The agenda item regarding Policy and Compliance Issues was tabled for a future meeting.

Meeting Adjourned: 8:39 p.m.

Next Meeting: Monday, April 16, 2018

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

- Refresh Cycle³; *Speaker from Dell re what other districts around country doing for device refresh* (April 2018)
- VoIP/Clock, Bell, PA feature recommendations
- Copier contract/standardized printers
- Surveillance cameras
- Online Enrollment/Maze
- Digital emergency radio system
- Technology Plan
- Network Operations Center (NOC) upgrade

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Future Meetings:

Day	Date	Time	
Monday	April 16, 2018	7 – 8:30 p.m.	
Monday	May 7, 2018	7 – 8:30 p.m.	Last meeting of 17-18
Monday	June 4, 2018	7 – 8:30 p.m.	First Meeting of 18-19

Acronyms...Defined

C & I	Curriculum and Instruction
CTE	Career & Technical Education
DRS	Disaster Recovery Site
E-rate	affordable telecommunications & Internet Access for schools & libraries
SIS	Student Information System
ISP	Internet Service Provider
SEIS	Special Education Information System
IDF	Intermediate Distribution Frame
MDF	Main Distribution Frame
RFI	Request for Information
RFP	Request for Proposal
SAAS	Software as a Service
GAFE	Google Apps for Education
VoIP	Voice over Internet Protocol