

## 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

January 22, 2018, 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>Edwardo Martinez</b> , Parent, American Attendance Area	N	<b>Thom Birbeck</b> , Instructional Coach C & I Dept.	Y
<b>Goutam Das</b> , Parent, Mission Attendance Area	N	<b>Anne Damron</b> , School Secretary & CSEA REP; <i>Secretary 17-18</i>	Y
<b>Sameer Desai</b> , Parent, American Attendance Area	Y	<b>Jeff Downing</b> , Computer Specialist, Millard Elementary, <i>Chairperson 17-18</i>	Y
<b>Linda Licari</b> , Parent, Washington Attendance Area	Y	<b>Maile Ferreira</b> , Teacher Librarian, MSJ High, FUDTA Rep & FUSD Librarian	Y
<b>Robert Hou</b> , Community Member	Y	<b>Allyson McAuley</b> , Library Media Teacher, Irvington High, FUDTA Rep.	Y
<b>Vikram Jung</b> , Parent, Mission Attendance Area	Y	<b>Victoria Quintana</b> , Teacher, Grimmer Elementary	Y
<b>Rebecca Smith</b> , Community Member, <i>Vice Chair 17-18</i>	N	<b>Rob Reibenschuh</b> , Asst. Principal, American High	Y
<b>Peter Xie</b> , Parent, Washington Attendance Area	Y	Vacancy, SEIU Representative	
Seated Voting Members: <b>15</b>		Quorum Met: 12 / 15	
		Joe Siam, FUSD CTO ex-officio, non-voting	Y

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

**Approval of last meetings minutes:** Linda Licari made a motion to approve the minutes of the November 6, 2017 meeting. Following a second by Peter Xie, 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, Linda Licari made a motion to approve the agenda. Following a second by Peter Xie, TAC members voted to unanimously approve the agenda.

**Oral Communications: Comments from public or members on items not on agenda:** Thom Birbeck noted that at the FUDTA Executive Board Meeting, their members requested that TAC discuss Cell Phone

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usage and potential damage to health. Their members asked about policies that FUSD might have in place, and how are those policies communicated to staff, and whether or not the enforcement of the policies is consistent across schools. The wonder was posed: is this issue within TAC's advisory capacity. Joe Siam agreed to look into these wonders.

A second item from the FUDTA Executive Board was about the location of the IDF/MDF installations in classrooms and considerations for student and staff safety, (heat, noise, sharp corners, etc.) and the loss of physical space in classroom(s).

**CTO Update:** CTO Joe Siam shared a slide about the progress of the IT upgrades at sites for the LAN/WAN projects. He also noted that Sunesys has been acquired by Crown Castle (WAN project) and those projects are a tiny bit behind because that project relies on the LANs being completed. The Next phase is to procure network equipment to install at FUSD for all sites to plug into. These projects are supposed to be completed by the end of the school year. In response to a staff query, Joe noted that electrical power drops are not part of the project, though the Tech Dept is aware that outlets are needed where internet drops were added. One member noted that the lack of electrical outlets becomes an issue as Fremont Fire Department increases their inspections of schools.

Another project that is moving along is the VOIP/Clock/Bell/Speaker project. A contract has been awarded to a consultant for the basic design; the design is close to completion. Once the design is complete, bids can be solicited for the actual project.

**Refresh Cycle:** TAC received information on this topic for the third time. Discussion continued about surveying teachers about needs. Other staff noted that teachers expressed to management that they feel deluged with surveys. One member noted that a survey is a "go fetch" method of gathering information: and wondering if within FUSD if there is a "come here" with information mechanism (such as happens with complaints).

TAC was reminded that the initial goal of refresh cycles was to get the old, not up to standard computers out of use for energy efficiency and ease of IT support. If funds become available, TAC need to come up with a recommendation. Peter suggested 1) defining a minimum standard for school labs and classrooms; 2) funding based on requests/wish lists; and 3) funding advanced projects based on requests. Rob noted that the refresh cycle is a multi-pronged problem driven by the numbers of students, the number of teachers/staff and a new campus, and Anne noted by the elementary schools where the existing staff has not voted to have Computer Specialists as the prep teachers.

Members suggested that data be brought to the next meeting: repair data, asset inventory data, student population data, number of computer labs on site data etc. TAC consensus was that existing funds are clearly not meeting the end goal of FUSD and/or individual sites. One member asked again what the basic technology package is for a classroom and for a staff member. Other members noted that what is provided for a certificated staff member is different than for a classified staff member, and both are different than what is provided for classrooms (different needs for different subjects especially at secondary levels). For example, PE teachers who are out in the field or on courts would like a smaller handheld device—a laptop is too big. Many TAC members noted that any funds available should be allocated and the schools should decide how to spend the funds. It was noted that from a support lens, standardized technology makes supporting easier and speedier. TAC members came to consensus that

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more information needs to be gathered, and other departments (such as C & I) need to be consulted about what devices are needed for classroom instruction and student use.

**Meeting Adjourned:** 8:32 p.m.

**Next Meeting:** Monday, February 5, 2018

## Future Agenda Items:

- Policy and Compliance Issues
- Email services Refresh Cycle
- VoIP/Clock, Bell, PA feature
- Copier contract/standardized printers
- Surveillance cameras
- Online Enrollment/Maze
- Digital emergency radio system
- Technology Plan
- Network Operations Center (NOC) upgrade

**Meeting Adjourned:** 8:32 p.m.

## Future Meetings:

Day	Date	Time	
Monday	February 5, 2018	7 – 8:30 p.m.	
Monday	March 5, 2018	7 – 8:30 p.m.	
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
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
LAN	Local Area Network
WAN	Wide Area Network