

2015-2016 Regular Meeting of the Technology Advisory Committee (TAC)

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

June 1, 2015, 7:00 PM

NOTE: Those who wish to speak under Oral Communications must be present prior to 7:00 PM to request to address the committee.

Call to Order 7:03 p.m.

Roll Call & Introductions:

Fremont Community Member	Present (Y/N)	FUSD Staff Member	Present (Y/N)
Sameer Desai, Parent, Forest Park Elem.	Y	Anne Damron, CSEA Rep., School Secretary, acting TAC Secretary	Y
Melissa Heckman, Parent, Harvey Green Elem.	Y	Rob Reibenschuh, Asst. Principal, American High	N
Linda Licari, Parent, Niles Elementary	Y	Jeffrey Downing, Teacher, Millard Elementary School	N
Peter Xie, Parent, Parkmont Elem.	Y	Maile Ferreira, FUDTA Rep. & FUSD Librarian	Y
Vacant		Thom Birbeck, Teacher, FUDTA Rep.	Y
Vacant		Michelle Hartman-Gruber, SEIU Rep., Campus Supervisor	N
Vacant		Danielle Girard, Instructional Technology Coordinator	Y
Vacant		Prince Padania, Teacher, Oliveira Elementary School	Y

Voting Members Present: 9

Quorum: 8 Voting Members: 12

Joe Siam, CTO, ex-Officio

Y

Guests: Linda Anderson, Director, Curriculum & Instruction Department; Barbara Sixby-Danska, Secondary ELA Coach/Strategic Instruction Coach 15-16; Guest: Antoinette Schlobohm, Teacher; Barth Paine, FUSD Web Designer.

Others present include applicants yet to be approved by FUSD School Board at June 3, 2015 Board Meeting: Robert Hou, Rebecca Smith, and Vikram Jung.

Approval of Minutes—tabled as not all present had read minutes.

Rebecca Smith acted as chair.

Approval of Agenda: Linda Licari motioned to approve the agenda with the addition of discussing the 15-16 calendar of meetings and election of officers (though tabled until appointments are made). Anne Damron seconded the motion that was approved unanimously.

Oral Communications: none

Linda Anderson introduced herself as the Director of Curriculum and Instruction. She and Barbara Sixby-Danska made a brief presentation regarding two online programs their department is proposing to purchase. The adoption process for supplemental materials has been followed. Both Computer Adaptive Software programs would be paid for by the Curriculum & Instruction Department. The LexiaCore5 on-line

2015-2016 Regular Meeting of the Technology Advisory Committee (TAC)

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

June 1, 2015, 7:00 PM

program is proposed for purchase and provided to all K-6 sites with the goal of “leveling the playing field” and getting all sites on the same base for differentiating instruction for students who need intervention to fill skill gaps. It is a systematic, personalized, data driven program that creates action plans, along with differentiated instruction.

TenMarks, an on-line math program from the Amazon group of companies, is proposed to be adopted for the 6th grade (at elementaries, at all Junior Highs, and for 9th graders who are scheduled to be in 9th grade “double block” math classes. TenMarks is Common Core Standards based, provides real time analysis of responses, and supports teacher with detailed reports with automated differentiation.

Thom Birbeck made a motion, seconded by Linda Licari, to recommend to the Board to move forward with the proposal to purchase one (1) year licenses. Discussion followed the motion. Currently, teachers are using Lexia at 21 of 28 elementary schools, funded by the sites. 1,651 students are in the TenMarks trial with 24 active teachers. Members asked questions about logins (same as GAFE accounts), COPAA/FERPA, privacy, etc. One member asked the cost of the programs for a one-year license. Quote for LexiaCore5 is reported to be \$202,000. TenMarks quote is \$190,000 One member asked the “Per seat” cost for each program? Per teacher cost? C & I goal is to offer TenMarks to K-5 eventually. Members asked “What will happen when the one year license is expiring?” And wondered “Should FUSD negotiate a longer contract?” “Some members liked that C & I is only looking at a one-year contract. After much discussion, the motion to recommend to the Board to move forward with the proposal to purchase one (1) year licenses for each program to serve the stated students passed.

The next item on the agenda was to propose a Teacher Technology Integration “needs survey” for K-6, 7-8, 9-12, and SDC teachers. After explanation of the idea, Rebecca noted she was talking about subcommittee for teacher integration at the last meeting. Peter suggests meet with teachers to see if this would be welcomed. He noted it is good to get the parent point of view. Discussion continues on whether or not this type of subcommittee is really the purview of the committee. Varying viewpoints regarding the formation and need for a subcommittee were shared. A suggestion was made to talk with Dr. Wallace regarding a subcommittee like this. Training is always a request by teachers. Technology was a bare mention in the LCAP plan which can be found here:

<http://www.fremont.k12.ca.us/cms/lib04/CA01000848/Centricity/Domain/71/CCSSImplementationProgressFeb.2015.pdf>

Superintendent has requested that the CTO make minor update of the plan to update names. The Technology Plan will be fully updated during 2017 to comply with state reporting requirements.

Joe Siam requested comment from TAC regarding the proposed purchase of a Transportation Department Video Surveillance System (VSS) for FUSD School Buses. Transportation has requested this system to deal with behavioral issues on busses. Proposed is a five (5) camera system for each bus. CTO shared a slide of 5 fields of view from the proposed cameras. Each bus will have a DVR hard-drive based system. After return to the transportation base, wireless network will automatically download to central storage location. TAC members had concern for investment and return—problems are presented, but what alternative companies/systems have been considered, etc. One member needs requests like this quantified in order to be educated and make a responsible decision. Companies for 36 systems were requested during the Request for Proposal (RFP) process. One response was received.

Does this VSS address the behavior issue? Or just take a picture of it? Studies show that when camera is watching, behavior changes. What is quality of video? 720 dpi. A trial system would be a suggestion. What is law enforcement standard for resolution? What are the hardware and installation costs? One time cost \$103,896

2015-2016 Regular Meeting of the Technology Advisory Committee (TAC)

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

June 1, 2015, 7:00 PM

for the hardware, cameras etc. The remote base system with wireless is \$36,067 installed. \$1,044 for the hosting, license, and technical support is an annual ongoing cost. Storage—is there a legal requirement for how long video is stored? Email communications has a legal requirement that says we store in accordance with our Board Policy. There is a hidden cost of storage and recordkeeping, in addition to the stated local storage when bus finishes its route. Members discussed privacy concerns and the need for disclosure to parents purchasing bus passes regarding video recording. What is the number of students served by the VSS system, what percentage of FUSD students use bus service? etc. were questions mentioned by members. Busses are used for daily routes and field trips (where teachers are on bus with students to aid with supervision). Members felt there were many unanswered questions on this request.

Anne suggested some kind of template to answer the standard questions we ask of every proposal brought to the committee. TAC was in agreement that proposals to TAC should include quantifiable data. Item was added to Future Agenda items.

As an informational item, Joe talked about the Technology Dept. budget for a hardware refresh cycle (HRC). This topic has been on the agenda several times this year regarding whether or not FUSD should be buying another round of machines and people/sites for whom they might be designated. For example, a new financial system may require updated hardware for clerical staff to access software.

The budget in the Technology Department is a \$500,000 fixed line time for HRC. Joe is seeking ideas on how IT the best value/# systems for the dollars allocated. Equity is an issue --- some schools have money donated to be able to update systems. FUSD did run out of laptops for teachers. Student use computers are paid for from CCSS fund. In enterprise, 3-5 years is the usual hardware refresh cycle. One member suggested identify groups of computers, then divide by number of years. Other suggestions included involving users in refresh cycle (size of screen, desktop vs. laptop, DVD drives, 10 key pads. etc.) Recycling old machines and standardizing can help with these costs (less service, some are leased in enterprise and companies have staff on a 2 year cycle, question about capitalization, differences between school districts vs. enterprise and donations, going out of business, etc.). “Sale of site” funds are a source of ongoing funding for refresh cycle.

Informational: VOIP telephone system, Technology Dept. Joe is looking for feedback as he is in the research stage. Cisco is a possible vendor because of other systems in FUSD that would connect. One member wondered about the age/type of the current system – currently a MyTel digital system that elementaries feed into Junior Highs then into the High Schools so a High School power outage takes out the whole attendance area. Robert thinks it was installed in 2002 with the last bond funds. VOIP will use the data network. If Tech Dept. was to move forward, TAC would not be in session to make a recommendation. Are we conceptually in favor? System failures are a safety issue. VOIP better from this aspect, but is data infrastructure able to support use. A redundancy could be helpful if the internet is down. Consensus that due to time constraints as it is near 9 p.m., TAC is in favor.

Server update project, Technology Dept. (skip in interest of time—waiting for new equipment to arrive.)

Automatic Account Provisioning Project, Technology Dept. Tech Department is looking at configuring things to automatically generate user accounts. Joe shared a slide showing an example of a new teacher being hired, and the number of user accounts that need to be generated to make that teacher technologically functional—an extensive list! The idea is to look at one of the systems (either financial system or student information system (SIS) to automatically generate the appropriate accounts and notify the appropriate person via personal email. The cost to buy a software solution for this is contract pricing from CMAS \$86,000 and change. \$45,000 professional services one-year annual ongoing cost term the rest for licenses/maintenance (seems high to the enterprise members of committee). What about migration of applications such as financial

2015-2016 Regular Meeting of the Technology Advisory Committee (TAC)

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

June 1, 2015, 7:00 PM

system from QSS to proposed Escape? Will there be additional costs? Goal is to provide accounts in a more timely fashion that we can now. “DSS” smart host server on slide
Are there regulatory requirements for onboarding and offboarding staff? If yes, Tech Dept. should make sure this is easy for FUSD staff to do. Adding new apps should be easy for our staff to do—including training for IT staff. In Professional Services Agreement (PSA) look at the rate schedule to watch for price escalations, benchmarkings. Consensus to move forward with project. Sameer Desai proposed that TAC recommend Tech. Dept. staff proceed with the Automatic Account Provisioning Project; the motion was seconded by Linda Licari. The motion passed with a unanimous vote.

Website Facelift Project, District Web Designer (Barth Paine). Joe will forward summary of survey of comments regarding the redesign—sorting and supplying links and contact lists that are easily updatable. Bart is starting to move navigation to redesign—bear with him. Barth and the developers are looking to build in a resource hierarchy. Survey Form was put out to teachers (parents had about 100 responses); low turnout from teachers. FUSD learned of the need to reach out better to make survey results more significant. Members asked to keep TAC in the loop—new website template should be available from developers in end of June. Barth is also working with Library Media Teachers and LMTs to make sure new library site is easy for students and parents to find.

At the end of the meeting, the question of the next meeting date was raised. Maile Ferreira motioned, with a second from Linda Licari, to have the meeting dates follow the bylaws. Vote was unanimous to approve. Anne agreed to list the 15-16 meeting dates in the minutes.

Future agenda items:

- ◆ Approve May Minutes
- ◆ Technology Plan update and monitoring.
- ◆ Create a template for questions to be asked of all presenters regarding purchases (such as privacy, DRS, etc.) along with the suggestion to invite the Director of Purchasing to a TAC meeting.

The meeting adjourned at 9:15 p.m.

Next Meeting: **Monday, September 21, 2015**

Future meeting dates: Monday, October 5, 2015

Monday, November 2, 2015

Monday, December 7, 2015

Monday, January 11, 2016

Monday, February 1, 2016

Monday, March 7, 2016

Monday, April 4, 2016

Monday, May 2, 2016

TAC Bylaws ARTICLE VII
MEETINGS

A. The Committee will meet regularly on the first Monday of each month during a Fremont school calendar year unless otherwise scheduled except for the September meeting which shall be scheduled for the third Monday, and the January meeting which shall occur on the second Monday following Winter Break. A calendar of these meetings shall be adopted at the June meeting.