2016-2017 Regular Meeting of the Technology Advisory Committee (TAC)

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

December 5, 2016, 7:00 p.m. – 8:30 p.m.

Call to Order: 7:05 p.m.

Roll Call:

Fremont Community Member	Present (Y/N)	FUSD Staff Member	Present (Y/N)
Biju Abraham, Parent, American Attendance Area	N	**Thom Birbeck**, Coach C & I Dept. & FUDTA Rep.	N
Goutam Das, Parent, Mission Attendance Area,	Y	**Anne Damron**, School Secretary, & CSEA Rep.; Secretary 16-17	Y
Sameer Desai, Parent, American Attendance Area,	Y	**Jeff Downing**, Computer Specialist, Millard Elementary, Vice Chair 16-17	Y
Linda Licari, Parent, Washington Attendance Area	N	**Maile Ferreira**, Teacher Librarian, MSJ High, FUDTA Rep. & FUSD Librarian	Y
Robert Hou, Community Member	N	**Eric Bables**, Instructional Technology Coordinator	N
Vikram Jung, Parent, Mission Attendance Area	Y	Vacancy, SEIU Representative	N
Rebecca Smith, Community Member	Y	**Prince Padania**, Teacher, MSJ Elementary	Y
Peter Xie, Parent, Washington Attendance Area Chairperson 2016-2017	Y	**Rob Reibenschuh**, Asst. Principal, American HS	Y
Seated Voting Members: 16		Quorum Met: 10/16	
		Joe Siam, FUSD CTO, ex-officio, non-voting	Y

Guests:

Approval of Minutes: A motion to approve the minutes of the November 7, 2016 meeting was made by Rebecca Smith and seconded by Rob Reibenschuh. TAC voted unanimously to approve the minutes.

Approval of Agenda: A motion to approve the agenda was made by Anne Damron and seconded by Jeff Downing. TAC voted unanimously to approve the agenda.

Oral Communications - Comments from public or members on items not on agenda –

Maile Ferreira brought concerns to TAC from the parent Technology Representative at Mission San Jose High School. The parent is wondering if the FUSD "Tech Store" will be updated soon and whether or not other items will be added (such as 27" monitors, equipment with "touch" capabilities, etc. Joe Siam noted that the IT department exists to support what happens in the classroom. The direction for IT choices of equipment is really driven by the Instructional Services Division including Curriculum and Instruction as well as Leadership Teams at the schools. He noted that IT is currently supporting a consistent set of technology items, is updating network capacity and complying with Board Policies related to technology.

Maile asked if there is a current or new and updated timeline for expansion of the WAN/LAN. Joe stated that the timeline is the same as reported to the administrators at MSJ. The bids have been reviewed and are going to the FUSD School Board on December 14th, 2016.

Maile also asked if the LCAP funds available have a restriction that they can only be used for technology items for student use. Joe stated he would talk about that in the CTO update.

CTO update: The LCAP Committee has committed to $250,000 for technology items that meet Technology Purchase standards. School Site Councils and Instructional Leadership Teams will be asked to have input on the purchases at each site. Allocations could be based on the counts of unduplicated homeless, foster youth, etc. student numbers at each site.

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In addition, Joe reports that the IT department has the responsibility for overseeing $500,000 for refreshing technology in FUSD. One option is to "re-do" a computer lab at one high school. Another option is to purchase one cart of Chromebooks for each school. Since September, he has been asking TAC to thing about the dollar amount and what to do with the available funds.

The refresh money may "sunset" with the end of the current Technology Plan. Joe has been asking TAC what to use the funds for and where does TAC see FUSD going with technology, and what will be most effective.

Staffing in the IT department is close to 100%. One member asked about how devices are secured at sites and what the layers of security are.

New Business:

Rob Reibenschuh gave a presentation about SSICA. This service is a convenience that makes it easy to scan bar codes on student identification cards. SSICA offers a free app for iOS and Android that can be used on phones. Cost to schools comes in when someone wants to access the data to offer rewards or consequences to students. Using an app like this increases student accountability. TAC members asked questions about security, viability of company, user authentications, privacy, data repositories, cost, effect on instructional time, etc. and had a lengthy discussion on apps of this type.

Old Business:

Mary Lasica presented the proposal for purchases of document cameras and projectors from a grant of LCAP funds from Instructional Services. Data was presented using the results of a district-wide survey of classrooms and the TAC Proposal form,. The results of the survey and the TAC Proposal were distributed in advance for members to study prior to the meeting. One question was whether or not libraries, often used as classrooms, were included in the survey. Joe will get clarification on the question from Dr. Wallace. Senior Management reviewed the survey results and noted that 35 classrooms do not have document cameras or projectors. Members noted that the consideration of equity was good.

In an effort to keep the meeting moving, Anne noted there seemed to be three "pots" of funds that needed motions to keep teachers, students and IT moving forward. Three motions then were made.
First, a motion was made by Jeff Downing and seconded by Goutam Das to use the LCAP funding (+/-) $250,000 from Instructional Services to purchase document cameras and projectors per the proposal. The motion passed unanimously.

Next, Goutam Das made a motion that was seconded by Sameer Desai to use the $500,000 in refresh monies on carts of Chromebooks, 1 per site (same as last year). Discussion by TAC followed including that this item had been brought to TAC early in the committee year and has been mentioned each month. One member asked why December is such a hard, fast decision date for a large dollar amount. Purchase procedure, production, shipping, receiving, network access, loading carts, delivery schedules are all reasons that decisions need to be made early in fiscal year. One member worries about that much money being spent on a cart that is going to "sit" at a site and not used on things that teachers would use (ie Chromebooks have limited use). Another member noted that part of the reason for "refresh' funds is to accept new equipment, and get rid of old, slow, out of date equipment. The motion passed with 8 ayes, 1 nay, and 1 abstention.

The third motion was made by Jeff Downing and seconded by Vikram Jung to use the $250,000 in LCAP funds in the same way as the 15-16 funds. Funds will be allocated using the unduplicated student count numbers, and

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actual items to be purchased will be determined at the sites under the oversight of the School Site Councils and Instructional Leadership Teams. The motion passed with 10 ayes.

Following the vote, members repeated the request to gather information on the technology the schools have and how they use it. Discussion continued about the school district's inventory of technology assets.

TAC then discussed the FUSD Content Management System (CMS). FUSD currently uses Schoolwires for the district website and all except three schools websites (Thornton, American and Hopkins who each use SchoolLoop, though this leaves each school as an island yet supports communication with parents of secondary students.) TAC members had access to reports and data about the SchoolWires and other possible CMS vendors, and one member thanked Barth for the chance to see the information in advance of the meeting and have time to thoroughly read and digest the charts and data.

The only real change from the last report is that SchoolLoop suggests they will have their full CMS piece ready next fall. The recommendation is to stay where we are with the tools we have, and renew the contract for June 2017 – June 2018 at a cost just under $43,000 ($900 per school site) to get the features that a school district of our side needs. A motion was made by Anne Damron and seconded by Maile Ferreira to recommend to the FUSD School Board to continue the contract. The motion passed with with 9 ayes and 1 abstention. One member suggested that a subcommittee be established to look at the CMS system over the years and use the data as a basis for future CMS discussions. Barth agreed to work with Sameer Desai and Goutam Das.

Prior to the meeting, Rebecca Smith met with Joe Siam and Mary Lasica about the FUSD Technology Plan. They reviewed a template from the Los Angeles County Office of Education. The document included five sections. Rebecca will work on the first section. The other four sections will updated by the IT department. The completed working draft will bee seen by TAC. The effective date of the document will be July 1, 2017. TAC would like to see the document in mid-February, and have a discussion on the March 2017 agenda, and would like this to be the only item on the agenda so plenty of time is allocated for discussion.

Possible Future Agenda Items:
- Transportation and Routing Software Upgrade plan review (continued)   January 2017
- Presenter: Charlie Ott (FUSD director of transportation), Sameer Desai, Gautam Das (sub-committee lead)
- TAC Review Proposal Subcommittee Progress
- Privacy/Ransomware/Student info in so many web-based places (Back-ups, DRS)
- Tech Survey Subcommittee Progress
- Update on internal document - Technology Roadmap
- Technology Plan   March 2017

MEETING ADJOURNED: 9:00 p.m.   **NEXT MEETING:** Monday, January 23, 2017