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

November 7, 2016, 7:00 p.m. – 8:30 p.m.

Call to Order: 7:00 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.	Y
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	Y	Eric Bables, Instructional Technology Coordinator	Y
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 Attendnace Area Chairperson 16-17	Y	Rob Reibenschuh, Asst. Principal, American HS	Y
Seated Voting Members: 16		**Quorum Met: 13/16**	
		Joe Siam, FUSD CTO, ex-officio, non-voting	Y

Guests:
-Barth Paine, FUSD Web Designer
-Charles Ott, FUSD Director of Transportation
-Blair McDonald, Account Executive, Tyler Technologies/Versatrans Division
-Mary Lasica, IT Support Administrator
-Sabita Banerjee, Parent
Amit Banerjee, Parent

Approval of Minutes: Following a motion by Jeff Downing and a second by Rob Reibenschuh, the October Minutes were unanimously approved by those in attendance at the October meeting.

Approval of Agenda: Chairperson Xie proposed moving the Transportation Item to the beginning of the agenda since one of the guests has a flight to catch. Consensus was to make the change

Oral Communications: none

CTO update: none

Old Business: none

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Charles Ott, new FUSD Director of Transportation shared information with TAC regarding his background and experience with software available for Reouting and Planning. Early on in his role at FUSD, he identified a strong need for new Routing and Planning Software. He described the changes in the number of FUSD busses, drivers, students and locations served as well as a bit of information regarding the cost of contracted versus in house bus services. Prior to his hiring, the FUSD School Board made the decision to bring Transportation Services in-house.

Currently, FUSD uses "TransTracks" for routing. The software is at least 15 years old and is based on Microsoft Access, with an overlay on Microsoft maps. TransTraks and the SIS Illuminate do not "talk" to each other making routing and student location extremely paper based.

 Mr. Ott is proposing that FUSD contract with Tyler Technologies/Versa-Trans Division to use their Routing and Planning Software. He and the AE from Versatrans presented a brief PowerPoint describing the company's background, divisions and transportation software offerings. Versatrans is based on a Microsoft SQL server and is overlaid on the county ESRI map. Versatrans Routing and Planning software will eliminate manual processes in the FUSD Transportation Department. It handles day variant scheduling for both individual students and for different schools.

Extensive discussion continued regarding the purchase one year ago of Synovia GPS for the Transportation Department. The system is in place but is not operational. Parents in attendance noted that they had no idea that FUSD had a Transportation Department as their children take AC Transit and wondered what the relationship between the two agencies is? Mr. Ott addressed the differences in the two departments and their sources of funding, as well as Board Policies that dictate FUSD services.

TAC members continued to ask questions regarding the software offerings, costs, annual maintenance costs, actually what was being recommended, whether joint powers funds would apply, location of hosting server, SLAs, needed equipment and peripherals, etc. One member pointed out that he was confused because he was not hearing the "total cost of ownership" being presented.

Thom Birbeck made a <u>motion to accept the recommendation from Mr. Ott to purchase the Routing and Palnning piece from Tyler Technologies.</u> After additional discussion and two different seconds that were both withdrawn, Rob Reibenschuh seconded the motion. Additional questions such as timeframe for implementation, has an RFP document been issued, etc. Anne Damron called the questions. <u>The vote was 1 aye and 11 nays, with one absention (member did not feel had enough information) so the motion failed.</u>

Next two members asked that additional information be obtained and presented graphically (ie use TAC proposal form and IT cost analysis spreadsheet) so TAC can make an informed decision. Members also asked that the information be distributed to members in advance of the meeting so members can come prepared. Sameer, Gautam and guest Amit agreed to support Mr. Siam with the preparation of this information so TAC can have it on the December agenda.

Due to the late hour, members agreed to table the Hardware Refresh Cycle/Budget item and the Change Student Behavior By Scanning ID Cards to the December meeting, in addition to the presentation from Mr. Paine regarding CMS for FUSD (shared in early November with TAC so members can study before December meeting).

Technology Plan review: Rebecca Smith noted that she gave her presentation at the last meeting. Mr. Siam noted that a Technology Plan is not a requirement for big pieces of funding any more. Consensus from TAC was that executive summaries, simplification and comments on direction that FUSD is heading with

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Technology area are all important. Technology Department is only one stakeholder in the plan; Instructional Services, Curriculum & Instruction both have important roles.

New Business: Consensus of TAC members that when staff & vendors come to present to TAC, they need to be strongly encouraged to use the Proposal Form and the cost spreadsheet. Anne summarized that TAC sees two types of presentations: informational and recommendation seeking. The latter type of presentation must be asked what type of presentation they are making, and if the latter, need to present the multi-vendor analysis, total cost of ownership and the staff decision-making process leading to bringing the item to TAC seeking a recommendation.

Possible Future Agenda Items:
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

MEETING ADJOURNED: 9:00 p.m.

NEXT MEETING: Monday, December 7, 2016   7 - 8:30 p.m.

Acronyms…defined
SIS   Student Information System
AE   Account Executive
SQL   a standard database query language
ESRI   A company that provides GIS
GIS   Geographic Information Services
SLA   Service Labor Agreement