

FACILITIES & TECHNOLOGY COMMITTEE

Litchfield Board of Education

Tuesday, January 16, 2018, Central Office Conference Room, 6:30 p.m.

Meeting called to order at 6:30 p.m.

Members Present: Mr. Shuhi (Chair) and Ms. Stone.

Member Absent: Mr. Simone

Also Present: Superintendent Turner; Ms. Terry; Mr. Fiorillo; Ms. Carr; Mr. Fasano; Mr. Jarvis and members of the public.

Approval of Minutes

MOTION made by Ms. Stone and seconded by Mr. Shuhi: to approve the minutes of the regular meeting of the Facilities and Technology Committee on November 20, 2017 as written.

MOTION carried. All votes were in the affirmative. There were no abstentions.

Communications – None

Public Participation

MOTION made by Ms. Stone and seconded by Mr. Shuhi: to add memorial gift request consideration to the agenda as New Business, d.

MOTION carried. All votes were in the affirmative. There were no abstentions.

New Business

- e. Mr. Waugh – is seeking Board approval for a “memorial” for the service of Diane Knox who served as BOE chair and was also an educator.

Facilities Update –

- Basketball hoop not working properly at the high school
- Steamer at the high school has been repaired
- Oil bid – we are waiting until Spring before a bid goes out in anticipation of prices decreasing. (Rules are made by Region 6 and Litchfield)

Technology Update

- SchoolDude total since start of school year = 905 complete, new since November = 203
- E-Rate Grant Submission, Budget preparations. Hardware/Software quotes.
- BOE iPads were distributed and will continue to be used at BOE meetings.
- Goals from Audit
 - Tightening our Access Controls for maximum Student Data Privacy (Systems, Logons)

Technology Update – continued

- Electronic Visitor Sign-In Stations - evaluated Electronic Visitor Stations for each school. This will be used for tracking who is in the building at any given time during the school day. The kiosks will be located in the front offices. We identified and evaluated 6 vendors. KeepNTrack was selected based on costs, support and maintenance. Ability to expand at no cost for use of additional features; such as: staff, student, vendor and volunteer management. Implementation: \$7940.70; Annual Recurring: ~\$2,000.
- A copier was leased to replace a printer in the Middle School main office.

Capital Projects – none

New Business

- a. IT Budget Discussion: Budget was reviewed and discussed. +10% or \$38,294 presently projected.
- b. Facilities Budget Discussion – Budget was reviewed and discussed.
- c. Oil Bid – as discussed in the Facilities Update; will hold the Oil Bid until Spring.

Old Business – none

Future Agenda Items – none.

MOTION made by Mr. Shuhi and seconded by Ms. Stone: to adjourn the meeting at 8:45 p.m.

MOTION carried. All votes were in the affirmative. There were no abstentions.

Respectfully Submitted



Sherri Turner
Recording Secretary