

**DRAFT**

**REGULAR FACILITIES & TECHNOLOGY COMMITTEE**

**Litchfield Board of Education**

**Monday, December 14, 2015, Central Office Conference Room, 6:30 p.m.**

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A regular meeting of the Litchfield Board of Education Facilities & Technology Committee was held on Monday, December 14, 2015 at 6:35 p.m. in the Central Office Conference Room.

Members Present: Mr. Bongiorno (Chair), Mr. Shuhi, and Mr. Waugh

Also Present: Mr. Fiorillo, Mr. Fasano, and Ms. Terry.

**Approval of Minutes** – of special meeting – November 9, 2015.

MOTION made by Mr. Waugh and seconded by Mr. Shuhi: to approve the minutes of the special meeting of November 9, 2015 as written.

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

**Communications** – none.

**Public Participation** - none

**Facilities Update**

- a. Introduction of the Public Works Director – Raz Alexe was unable to attend due to a conflict.
- b. Facilities Update - Len Fasano updated the group on the status of various facilities projects. Discussion regarding the electronic sign; carpets at C.S. will be completed during the summer; Room 615 completed; mold testing at L.I.S. completed and posted on schools website.

**Technology Update**

- a. Apple deployment – Ms. Terry and Mr. Fiorillo spoke on the deployment. All iPads are in circulation and the server is up and running.
- b. Wireless – IT has reviewed the layout and locations of the access points. They will be handing off the packet of information to PW to have them installed.
- c. Dell Venue – reviewing 5 different models to consider for replacement of the student devices in 2016-2017 school year budget.
- d. Phone System/Carrier – contract was signed to port 10 lines to Optimum at L.I.S. Plans are to port the rest in a month, if successful.
- e. RevTrack – the system was approved to do online collections of payments for student activities and technology. We will be rolling out the system slowly over the next few months.

**New Business**

- a. 2016-17 BOE Capital requests – Capital requests reviewed. The Committee eliminated all requests from the Capital budget. The window film remains in the Public Works Capital budget.

**Old Business** – none

**Future Agenda Items**

- a. Custodial MOU Amendment – defining the scope of service with the Town.

MOTION made by Mr. Waugh and seconded by Mr. Shuhi: to adjourn the meeting at 8:15 p.m.

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

Respectfully Submitted  
David Fiorillo  
Recording Secretary