

**New Milford Board of Education
Board Workshop Minutes
May 9, 2017
Sarah Noble Intermediate School Library Media Center**

Present:	Mr. David A. Lawson, Chairperson Mr. Robert Coppola Mr. Bill Dahl Mrs. Wendy Faulenbach Mr. Brian McCauley Mrs. Tammy McInerney Mr. J.T. Schemm
Absent:	Mrs. Angela C. Chastain Mr. Dave Littlefield

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Also Present:	Mr. Joshua Smith, Superintendent of Schools Ms. Alisha DiCorpo, Assistant Superintendent of Schools Mr. Kevin Munrett, Facilities Manager Ms. Roberta Pratt, Director of Technology Mrs. Laura Olson, Director of Pupil Personnel and Special Services
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1.	Call to Order	Call to Order
A.	Pledge of Allegiance The Board Workshop of the New Milford Board of Education was called to order at 6:34 p.m. by Mr. Lawson. Prior to the Pledge, Mr. Lawson announced that the Board meetings were now streaming live. The Pledge of Allegiance and a moment of silence followed the call to order.	A. Pledge of Allegiance
2.	Presentation	Presentation
B.	Facilities Update Mr. Munrett presented first. Mr. Munrett said there are 46 employees in the department that have worked on 1,500 work orders throughout the year. They clean 787,000 square feet daily and maintain 187 acres of property.	B. Facilities Update

	• Some of the department's accomplishments this year include the roof work at Schaghticoke, storm drainage repair at Sarah Noble, and kitchen door replacement at Schaghticoke. • Upcoming projects, either within the five-year capital plan or with money remaining at the end of the year, will include electrical fixture upgrades at Hill & Plain through an Eversource program, replacement of a 1999 truck, pot hole and storm drain work at Northville, building control system replacement at Schaghticoke, ceiling painting at the high school, and an oil tank fill stem at Schaghticoke. • Mr. Dahl asked in regards to the LED lighting if either Mr. Munrett or Mrs. Olson had heard of it triggering seizure disorders and neither one had. Mrs. Olson said she would look into it. Mr. Smith noted covers had been installed at Schaghticoke so perhaps that was a way to diminish the intensity. • Mrs. Faulenbach asked if these were up and coming projects or part of the five-year capital plan and Mr. Munrett said they were a combination of both. • Mrs. Faulenbach said safety issues are often moved to the top and noted that almost every slide in the presentation showed a potential safety issue. • Mr. Schemm asked about the Eversource lighting project in terms of is it a full replacement with ballasts or just the lighting and do they provide the lighting. Mr. Munrett said the ballasts would stay the same and the project would be financed by paying the bill as current. Within 2 ½ years, the Board will begin to see the savings. He noted that John Calhoun, who was the previous Facilities Manager, started these projects in other schools during his tenure.	
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A.	Technology Update	A. Technology Update
	• Ms. Pratt said there are five physical servers that run the district including 43 virtual servers, a disaster recovery site at Schaghticoke, six building servers, six security servers, and an anti-virus server. • The network contains a firewall, a spam filter, content filter, 127 switches throughout the district including 50 miles of cabling, seven security switches, a wireless controller, and 254 wireless access points. • Some of the technology on the network includes computing devices, the school messaging system, camera security, phone system, financial, time and attendance systems, e-mail, etc. • Other resources managed include the Educational Access channel 194, Board of Education recording, the district website, conference scheduling, and subscription based classroom and library software. • District devices include 1287 desktops, 3 Smart tables, 251 Smartboards, 165 printers, and 580 office and classroom phones. There are also 1918 Chromebooks, 95 iPads/tablets, and 431 laptops. • Staffing-wise there are five building techs, one level two tech, one database coordinator, one system analyst, and one director. • Throughout the year, they have closed 3,198 help desk tickets and managed 5,700 network accounts and 1,600 e-mails. • Ms. Pratt said the parent portal and student information systems are run through the Technology department. • Other teacher tools include gradebooks, parent communications, and report cards. • Mr. Coppola said technology is moving very fast these days and it is difficult to keep up. • Mr. Dahl asked how the teachers are being trained and Ms. Pratt said the techs offer short	

	professional development segments of about 15 minutes each after school periodically. • Mrs. McInerney asked about the Smartboard licensing and Ms. Pratt said they are on a refresh cycle and have a lifespan of 5 years but the schools try to get them through six years. • Mrs. McInerney asked how often backups are run and Mrs. Faulenbach asked how long they needed to be kept. Ms. Pratt said they are kept for seven years and they do incremental backups throughout the week with complete ones done on weekends. • Mrs. Faulenbach asked how the District works with the Town on technology and Ms. Pratt said the district is self-sufficient and works with the Town on MUNIS. • Mr. Smith noted there are privacy issues with student data and the firewall increases security. The Connecticut Education Network, which runs our internet, is only for schools. Every building is wireless, which lets the Chromebooks run. • Mr. Schemm asked if the district was using the Google Suite and Ms. Pratt said they were. • Mr. Schemm asked if the Microsoft products were still licensed and Ms. Pratt said they do not license Google products but they do license the Microsoft Office Suite. She said the license costs about \$37,000 for mixed usage. • Mr. Smith said the goal is to create a system that can work fluidly with the different schools. He said the technology is not software based but rather concept based. • Mrs. Faulenbach asked if there would be 98 Chromebooks purchased as part of the refresh cycle and Ms. Pratt said it was more than that, as each school is able to purchase more through use of grants. • Mr. Lawson noted that technology is now used all day long including with the alarm system, curriculum, and academic areas as well.	
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Page 5

3.	Adjourn Mrs. Faulenbach moved to adjourn the meeting at 7:14 p.m., seconded by Mr. Dahl and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 7:14 p.m.
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Respectfully submitted:



Tammy McInerney
Secretary
New Milford Board of Education