

LITCHFIELD PUBLIC SCHOOLS
BOARD OF EDUCATION MINUTES
November 19, 2020

Regular Meeting
Facilities and Technology Committee

- I. Call to Order: The Facilities and Technology Committee held via teleconference was called to order at 5:01 p.m. by Mr. Shuhi.

Members present: Mr. Shuhi, Chair, Mr. Clock and Ms. Stone. Also present: Mr. Leone, Superintendent, Mr. Terzian, Board of Education, Mr. Sattazahn, Chief Operations Officer, Mr. Fiorillo, Chief Financial Officer, Mrs. Terry, Technology Manager LPS & RSD6, and Mrs. Hodges, Administrative Assistant, Liaison LPS & RSD6.

- II. Approval of Minutes

- a. Review the minutes of the regular meeting of October 22, 2020

Ms. Stone made a motion to approve the minutes of the regular meeting of October 22, 2020. Mr. Shuhi seconded the motion. The motion passes unanimously.

- III. Communications

None.

- IV. Public Participation

None.

- V. Old Business

None.

- VI. New Business

- a. Capital Plan Discussion

Mr. Leone reviewed a draft Capital Plan covering the status of projects by school, district costs/town requests and planned year of completion. Project work and priorities for 2020-2021 were highlighted and discussed. Mr. Leone solicited feedback from the committee on any additional work to include in the plan and shared the supporting documentation submitted to the capital committee in the town of Litchfield.

The Capital Plan will go before the Board for approval in December.

- b. LIS Top Floor

Mr. Leone led a discussion on use of the LIS top floor; addressing questions relating to parking lot capacity, traffic safety, ADA compliance and access to the building.

After a lengthy discussion, the committee recommends offering the space back to the town of Litchfield for their use. This recommendation will go to the Board in December for approval.

c. Facilities Update

Mr. Sattazahn provided the Facilities Update commenting on the completion of the solar panel installation. Of note, Mr. Sattazahn gave an update on the town's response to the slab of marble that fell off the building at Litchfield Center School in mid-October. In the coming weeks, scaffolding will be erected around the building to allow workers to conduct a full evaluation on the integrity and stability of the facade. An initial cost for this assessment is \$34k, which will be covered by the Public Works budget.

Mr. Leone publically thanked Mr. Fasano and his staff for assisting with the Central Office staff and equipment move to the District House.

d. Technology Update

Mr. Leone publically thanked Mrs. Terry for getting additional assistance from the LPS technology staff to help with iPads issues at RSD6 and her creative and resourceful problem solving skills acquiring computers for staff.

Post power outages in Litchfield; there are now issues with the wireless connection at the Litchfield Center and Intermediate School. Engineers are currently working on identifying and resolving the problem.

On the topic of collaboration, Mrs. Terry reported LPS and RSD6 will undergo a two-month cyber security assessment, academic webinars were made available to teachers through the curriculum department, and work is underway on restructuring the technology team with the goal of everyone using the same resources.

VII. Future Agenda Items

Future items include a discussion on the long-term use of iPads for K-1 learners and additional opportunities for staff to work across both districts.

VIII. Adjournment There being no further business to come before this committee, **Mr. Clock made a motion to adjourn. Mr. Shuhi seconded the motion. The motion passes unanimously.** The meeting adjourned at 5:33 p.m.

Respectfully submitted,
Christine Escobar
Secretary, pro-tem