

LITCHFIELD PUBLIC SCHOOLS
BOARD OF EDUCATION MINUTES
January 28, 2021

Regular Meeting
Facilities and Technology Committee

- I. Call to Order The Facilities and Technology Committee meeting, being held in the Litchfield Intermediate School auditorium and virtually was called to order at 5:03 p.m. by Mr. Shuhi.

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

- II. Approval of Minutes

- a. Review the minutes of the regular meeting of November 19, 2020

Mr. Terzian made a motion to approve the minutes of the regular meeting of November 19, 2020. Ms. Stone seconded the motion. The motion passes unanimously.

- III. Communications

None

- IV. Public Participation

None

- V. Old Business

None

- VI. New Business

- a. Broadband

The Governor has released a legislative proposal that would require fiber in homes by 2022. Mr. Leone commented while there is local momentum to lead the charge on broadband networking, the Governor has included this topic in his legislative priorities.

Mr. Shuhi led a discussion and shared information on the local community workgroup on broadband. There is high interest to make this happen given the lack of reliable network and service issues for business and home use. Though with the Governor's current directive, this will allow the local group the opportunity to work together with cable companies such as Optimum.

- b. Fiber connectivity between schools

Mrs. Terry led the discussion on fiber connectivity between the schools and two districts. Vetting factors such as need, benefits, cost savings, and risk should be

considered and if the district chooses to go down this path, an RFP should be initiated to identify vendors, with best practices and recommendations.

On the topic of risk, a discussion took place regarding the line between Litchfield High School and Litchfield Intermediate School, if it goes down, there are service impacts at the other school. It was questioned if there is a possibility for redundancy in order to improve services? Mrs. Terry suggested that by adding another Internet circuit and provider could serve as a back up to this issue/concern. The committee was receptive and requested the technology department price out the costs.

c. Capital for 2020-2021

Mr. Sattazahn provided the list of capital projects derived from the Capital Needs presentation in December 2020. A discussion ensued on prioritizing the list of project work for the year. The committee members agreed Mr. Leone and Mr. Sattazahn would narrow down the list of work and bring it back to the next meeting. The focus will be on needs versus luxury items and project costs should fall within a budget of approximately \$250k.

d. Facilities Update – Jeremiah Sattazahn

Mr. Sattazahn provided the Facilities Update. A highlight of his update includes the donation of six hands-free water fountain units from Litchfield Health & Wellness Resources (headed by Deborah Dove, Co-President). Two units will be installed in each building – LCS, LIS & LHS. We expect them all to be up and running in the next two weeks.

e. Technology Update

Mrs. Terry provided the Technology Update highlighting she is working with the Prevention Council and school administration about the roll-out of a survey in February, the Cyber Security Assessment is complete and the report is forthcoming, and project work from the technology department includes working on the E-rate grant, and high school wireless replacements.

Mr. Leone closed the technology update by sharing Mrs. Terry and her team has processed over 2,200 technology tickets since the start of the school year. Mr. Leone and the committee publically commended the team for their great work.

VII. Future Agenda Items

None

VIII. Adjournment There being no further business to come before this committee, **Mr. Terzian made a motion to adjourn. Mr. Clock seconded the motion. The motion passes unanimously.** The meeting adjourned at 5:50 p.m.

Respectfully submitted,
Christine Escobar
Secretary, pro-tem