A meeting of the Litchfield Board of Education Facilities & Technology Committee was held on Monday, April 6, 2015 at 6:31 p.m. in the Central Office Conference Room.

Present: Mr. Bongiorno (Chair), Mr. Shuhi and Mr. Waugh
Also Present: Mr. Simone, Mr. Falcetti, Ms. McMullin, Mr. Fiorillo, Ms. Carr, Ms. Kubisek, Mr. Holzman, Ms. Terry and public.

Approval of Minutes – of regular meeting – March 2, 2015.

MOTION made by Mr. Shuhi and seconded by Mr. Waugh: to approve the minutes of the regular meeting of March 2, 2015 as written.

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

Communications
- Letter from Diane Wilson

Public Participation
- Ms. Wilson commented about school safety and maintenance, concerned about progress of projects for window film and the state of the MOU with the Town of Litchfield.

New Business

a. Memorandum of Understanding (MOU) – not happy using School Dude, new process is needed, maintenance must be done in a timely manner, discussed Capital funds for safety and their use in the past, Facilities & Technology Committee must be told when maintenance is not done when required, discussed how custodial staff and maintenance staff operate, need to separate custodial and maintenance programs when a new procedure is made.
b. Filtering & Network Security – issues are not resolved (tabled until next meeting).
c. Technology Update – laptop damage, saw some damaged machines, students will be given more responsibility, new procedures will be put in place, this will be discussed at the next meeting.
d. Tech Lessons Learned – a plan for replacement of equipment to the year 2020-2021 was distributed.

Facilities Update
a. Facilities Issues – discussed scheduling of custodians, supplies and equipment.

Old Business - none
Future Agenda Items

a. Filtering and Network Security (Wireless)

b. Technology Update – procedures update

MOTION made by Mr. Shuhi and seconded by Mr. Waugh: to adjourn the meeting at 8:59 p.m.

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

Respectfully Submitted
Donald R. Falcetti
Board of Education