The Meeting of the Technology Committee was held at the Blake Building, 25 Ogden Street, West Haven on February 5, 2007. The meeting was called to order by Howard Horvath Jr. at 6:00 p.m. with a pledge to the flag.

COMMITTEE MEMBERS:    Howard Horvath, Chairman
PRESENT                    Robert Guthrie
                                Ray Collins

COMMITTEE MEMBERS:    Krista Pickering
ABSENT

OTHER BOARD MEMBERS
IN ATTENDANCE:       M. Toni Paine
                                Eric Murillo
                                Gerald A. Calabritto
                                George Monahan
                                Mark Palmieri

ADMINISTRATORS PRESENT:    Dr. JoAnn Andrees, Superintendent
                                Neil Cavallaro, Assistant Superintendent

Howard Horvath, Chairman for the Technology Committee began the meeting with a pledge of allegiance to the flag and then thanked all for coming. He stated this was a continuation of the Technology meeting that took place on October 13, 2006. They took those minutes and sifted through them to get a picture of what the current state of Technology is. We want to look at the most pressing needs, the future projects and the next steps. He then turned the meeting over to Patti Fusco who put together a spreadsheet which gives a picture as of today of what the district looks like in regard to technology.

**Personnel**

Patti Fusco listed the four people who work in technology and the time spent there. Patti Fusco – Part time 40% of her time is spent as a teacher. Patti handles elementary school repairs and maintenance, eRate, Grants, orders supplies, PD, inventory, and the Blue Ribbon website.
Charlie Shooshan – Part Time 40% of his time is spent as a teacher. Charlie handles the High School – Network, PowerSchool and software.
Fran Lytwinick – Part time 20% of her time is spent as a teacher. Fran handles the Middle School – PowerSchool, teacher laptops and PowerGrade
These four people along with the paras cover everything that needs to be done in Technology.

Service Contracts

The various service contracts for all the schools and their costs were listed. A few examples would be the Anti Virus yearly subscription is $7,730, PowerSchool yearly Support fee $26,615, Microsoft E-Open License yearly fee is $654.00 per license which cuts down on repairs and problems, Lexia Support (SPED) $490 Special Ed Program support is needed, Blue Ribbon Software for all schools Grades 3 – 6 $28,849.50 which is next year’s price. These are just some of the contracts.

The Inventory for the schools in West Haven was presented by school along with the number of computers that need repair in each school. The total number of computers in the district is 1,469. The total number of Laptops in the District is 296. Grand Total is 1,765 and approximately 101 need repair.

Jerry Calabritto asked if all the computers in the elementary school are varying brands because if ten are broken we can pull parts from one machine and use them in another. Patti stated they already are doing this. She stated they also have two paras that can take machines apart and put in a hard drive or CD Rom drive and fix the machines; they are wonderful. They take things home and work on them without having overtime.

Howie Horvath asked the age of the machines. The youngest machines are in kindergarten and they are three years old and are not under warrantees. The oldest machines are five or six years old. A lot of the elementary school computers are in need of repair due just to the age of the machine. The elementary teachers use the computers for spelling and language arts and when they are broken it is very hard for them. The students use them for writing stories and spelling words along with reports for social studies. When students write a story they want to see it and the printers are beginning to go down.

Hardware Needs

The Labs at Washington and Pagels are in poor condition due to the age of machines and the amount of use. Hard drives and/or power supplies have been replaced at least once on each machine. The cost would be approximately $50,000.
We need ten laptops for Reading teachers for work they do at staff meetings and curriculum workshops. The cost would be approximately $10,000.

John stated that we have the middle and high school on PowerSchool using it for attendance, grades and everything is done online. If we were able to put one new computer in every classroom grades 1 through 5 we would be able to have the elementary teachers also take part. The cost would be approximately $140,000.

The printers are starting to break down. The cost would be approximately $4,800. The writing skills of students have improved due to the computer and printer use.

There is a need to computerize the lunch program and a need for rolling carts for computers in the Café. The cost would be approximately $1,280.

The Middle Schools needs 60 computers 30 for each school for Computer Labs – not wireless for classroom use. The cost would be $50,000 for 60 Computers with office and virus software plus the cost for wiring. The teachers need a place to use computers for class lessons or research.

170 classroom computers need to be replaced for the same reason as the elementary computers and we need printers and five Apple computers at Carrigan. The cost would run approximately $250,000. The printers would run around $4,800.

Carrigan is in need of a Graphics Lab as Bailey already has a lab at least five computers are needed. The cost would be approximately $6,250.

We need to address the warranty on the Middle School Teachers’ laptops which runs out in October.

The computers in the guidance office of the high school ($10,200), Cyber café ($25,500), and a computer at Bennett Rink needs to be replaced due to the age of the computer ($900). A laser printer is needed for the year book ($350). Many printers (24) are not working or are in need of repair ($4,800).

The high school teachers’ laptops are coming out of warranty in April and repairs will become an issue. Neil Cavallaro asked what the turn around time is on these repairs the response was from one to three week as the dealer we use for Apple is in Massachusetts. This item needs to be addressed. The high school also needs to update to PowerSchool Premiere at an approximate cost of $30,000. Certain features that we need are not supported in the current program. The Adobe PhotoShop for the Yearbook is needed for cropping and adjusting photos at a cost of $289.85. John stated that Network Monitoring Software is also very important.

The future projects that are needed were also discussed such as the expansion of Parent Portal, PowerSchool for elementary teachers, online Student Course requests etc.
Ron Stancil stated he has received positive comments from parents due to Parent Portal. The teacher can e-mail the parent and the parent in turn can respond immediately. Parents can learn what assignments are missing and can know what happened in school before their child returns home. Parents can sign up to receive an e-mail weekly to get their child’s information.

Comments

Dr. Andrees stated that the Labs at Washington and Pagels need to be addressed and we need to move forward on them.

Mark Palmieri spoke to an IT person at UNH and suggested that perhaps we would get a better price if we went in together with UNH.

Patti had received a cost out for 60 computers for Pagels and Washington under leasing terms it would be $1,805 a month with H.P. Patti stated that the fear of leasing is due to the budget. Will we have enough money to pay a lease if the budget gets cut again?

Howie Horvath asked Bob Guthrie if we can make a multi year lease term. The response was yes.

George Monahan stated there are businesses that deal with computer needs of industries that offer hardware and software sales and tech support as well as repair and maintenance. They buy at wholesale and build the computers to meet the need of a client from a generic type format. Do we communicate with this type of company? Patti stated that this type of company was almost double the cost of other companies. Only one company had responded to her requests and other companies wanted her to fill out a credit report. Patti has spoken with the director at Southern who had used this type of company and stated it was a nightmare.

Mark Palmieri wanted to know if anyone has spoken to Bayer about their computers as they will no longer be in West Haven. Their computers were Dell and perhaps we could purchase them as a buy out for a good price. We should also look into having a consultant who might have a better way of looking into these matters and hire them for $850 a day or we could create a position and hire a 12 month staff person to improve the technology in our schools.

Patti stated they feel strongly that you can’t have someone without an educational background come in and teach teachers.

Mark stated he wasn’t trying to break the group up and was looking to improve the technology. A further discussion ensued regarding report cards, who is in charge, and how do you double check grades.
Bob Guthrie asked how the two hundred thousand dollars allocated through Capital Improvement had been spent three years ago. The middle school lap Tops and the Math Lab was the response.

Dr. Andrees stated we didn’t receive the money this year or last year. As we prepare for Capital Improvement we need to make sure this money is received.

Eric Murillo asked why we didn’t receive the grant from ACES. Patti stated it is a competitive grant and other districts spend more time in preparing their request. Eric stated we are talking about a lot of tax money here. He asked how much money would be received. The response was $350,000. We should sit down as a committee and plan how we can replace two classrooms and get a better price if we do two.

Patti asked if we were getting money next year for Food Service and the Stadium. We put this into the budget and we need to do the same with computers.

George Monahan stated it takes us approximately $200,000 a year to maintain and upgrade our equipment at an appropriate level; not an ideal level but an appropriate level. We didn’t receive this money for the past two years so that is a $400,000 shortage. Now going forward to this year this totals $600,000 which hasn’t been spent because we didn’t receive it and now we have this kind of list. This list totals about $600,000 and that is what we didn’t receive.

Dr. Andrees requested that we get back together again very soon and decide on purchasing or leasing. We want to make sure there are those types of resources there that we can afford and not take the money from another program. We want to plan long range. We are not at the point tonight to make these decisions. It is urgent to move forward and get equipment where it is needed the most.

Howie asked that the group get together and identify their urgent needs. See whether to lease of purchase. He also wants them to follow up on Mark’s suggestion relative to Bayer. He also wants to see if they can find out our purchasing capabilities if we do this with UNH and then come back to us with this information.

Dr. Andrees asked how do we dispose of our old computers we have no further need of. Patti stated you can’t just throw them out. Mark Palmieri stated that Armstrong has a place in back of the building for recycling where you can just leave them on the dock. Patti questioned this. This will be looked into further.

Various dates for the next Technology meeting were discussed. A confirmed date will be announced.

Howie again stated we are lucky to have this technology group and thanked them and asked for a motion to adjourn.
Bob Guthrie made a motion to adjourn
Ray Collins seconded the motion
All in favor
The meeting ended at 6:55 p.m.

Respectfully submitted,

Marylou Amendola
Board Clerk