

INTERLAKE SCHOOL DIVISION

MINUTES OF THE TECHNOLOGY COMMITTEE MEETING OF THE BOARD OF TRUSTEES OF THE INTERLAKE SCHOOL DIVISION HELD ON MONDAY MAY 1ND, 2017 AT THE INTERLAKE SCHOOL DIVISION OFFICE, STONEWALL, MANITOBA.

COMMITTEE MEMBERS PRESENT:

DARCI LOEHMER (COMMITTEE CHAIR), SHARON BAKER, SANDRA WIEBE
ABSENT: DAVE HARCUS

ADMINISTRATION PRESENT:

MARGARET WARD: ASSISTANT SUPERINTENDENT
JIM SAJ: PROGRAM SUPPORT TECHNOLOGY
ROBERT HUME: IT MANAGER

THE MEETING WAS CALLED TO ORDER AT 7:00 PM.

AGENDA ITEMS

1. TRAINING:

- ONE COMPUTER TECHNICIAN WILL BE ATTENDING SYSTEM CENTER CONFIGURATION MANAGEMENT TRAINING IN MINNEAPOLIS MID-MAY.
 - SCCM IS THE PRODUCT WE USE TO DEPLOY ALL DIVISIONAL SOFTWARE TO INTERLAKE SCHOOL DIVISION DEVICES.
- THE NEWLY HIRED DATA SYSTEM TECHNICIAN IS NOW WORKING AND TRAINING WITH POWERSCHOOL.
- THE CONTRACTED SUPPORT PERSON CONTINUES TO PROVIDE INTERLAKE SCHOOL DIVISION SUPPORT WITH POWERSCHOOL IN A TRAINING CAPACITY AND IS WORKING WITH HIGH SCHOOL ADMINISTRATORS WITH POWER SCHEDULER.

2. FIBRE NETWORK HAND HOLE AUDIT:

- COST OF AUDIT LAST YEAR - \$8,859.20 (TAX INCLUDED).
- ACME TECHNICAL SERVICES AUDIT TO INCLUDE:
 - OPENING OF EACH ENCLOSURE
 - VERIFYING INSIDE IS CLEAN AND DRY
 - PRESSURE TESTING
 - VAULT INSPECTION
 - CABLE INSPECTION
 - DOCUMENTING LOCATION
- REPAIRS, IF REQUIRED, WILL BE COMPLETED UPON AUTHORIZATION.

3. FIBRE OPTIC / MANITOBA HYDRO TELECOM CONNECTION:

- FIBER SPLICING OF THE INTERLAKE SCHOOL DIVISION (ISD) – MANITOBA HYDRO TELECOM (MHT) CABLING IN TEULON WAS COMPLETED ON MARCH 13TH AND THE ISD NETWORK WAS SWITCHED OVER TO THIS CONNECTION MARCH 28TH.
- THE STONY MOUNTAIN RADIO CONNECTION TO MHT IS STILL AVAILABLE FOR FAILOVER IN THE CASE OF ANY SERVICE INTERRUPTION.
- HAVE ASKED MHT FOR AN UPDATE ON THE CONNECTION AT ROSSER, WAITING FOR A REPLY.

4. SCHOOL RADIO TOWER REMOVAL:

- STARLITE COMMUNICATIONS HAVE REMOVED THE GROUND - MOUNTED TOWERS AT THE FOLLOWING SCHOOLS DURING THE MARCH SPRING BREAK.
 - BALMORAL SCHOOL
 - GROSSE ISLE SCHOOL
 - WARREN COLLEGIATE INSTITUTE
 - BRANT-ARGYLE SCHOOL
 - TEULON COLLEGIATE INSTITUTE
 - EXCLUDED THE STONY MOUNTAIN SCHOOL GROUND-MOUNTED TOWER TO PROVIDE REDUNDANCY OF THE MHT FIBER CONNECTION.

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- A QUOTE FOR REMOVAL OF THE ROOF-MOUNTED TOWERS HAS BEEN RECEIVED FOR THE FOLLOWING LOCATIONS FROM STARLIGHT COMMUNICATIONS.
 - STONEWALL COLLEGIATE INSTITUTE
 - ÉCOLE R.W.BOBMY BEND SCHOOL
 - WARREN ELEMENTARY SCHOOL
 - ISD BOARD OFFICE
- IF APPROVED, THESE TOWERS WILL BE REMOVED DURING SUMMER BREAK.
- THE TOWER AT THE TMT BUILDING SUPPLIES THE TRANSPORTATION COMMUNICATIONS WITH BUSES, SO IT IS EXCLUDED FROM THE PROJECT.
- THE TOWER AT THE OLD WOODLANDS SCHOOL WILL BE PART OF THE DEMOLITION PROJECT.

5. WEBSITE UPDATE:

- RESEARCHING POSSIBLE SOURCES FOR PUBLIC WEBSITE REBUILD
- CURRENTLY WORKING TO SUPPLY A QUOTE FOR WEBSITE REBUILD

6. ONE NOTE TRAINING:

- TRAINING AND SUPPORT FOR TEACHERS CONTINUES
 - ONENOTE AND CLASSROOM NOTEBOOK SETUP/USE.
 - OFFICE 365

7. POWERSCHOOL XML DATA:

- PROVINCIAL COLLECTION OF ASSESSMENT DATA HAS BEEN DRAWN FROM POWERSCHOOL AND SUBMITTED TO THE DEPARTMENT OF EDUCATION AS REQUESTED.
- PROCESS/TRAINING WILL BE DONE AS THIS WILL BE AN ANNUAL REQUIREMENT FROM THE DEPARTMENT OF EDUCATION.

8. UPCOMING SUMMER PROJECTS:

- DIVISIONAL SCHOOL COMPUTER ROTATION

SCHOOLS ELIGIBLE FOR COMPUTER REFRESH

- BALMORAL SCHOOL (\$11,400.00)
 - REQUESTED LAPTOP COMPUTERS AND CHARGE CARTS
- STONY MOUNTAIN SCHOOL (\$11,200.00)
 - REQUESTED LAPTOP COMPUTERS AND CHARGE CARTS
- STONEWALL CENTENNIAL SCHOOL (\$26,600.00)
 - REQUESTED LAPTOP COMPUTERS AND CHARGE CARTS
- STONEWALL COLLEGIATE INSTITUTE (\$18,050.00)
 - EVALUATING A DESKTOP COMPUTER TO BE USED WITH AUTOCAD AND SOLIDWORKS DRAFTING SOFTWARE, USED WITH THE 3D PRINTING IN ROOM 208. WHEN EVALUATION IS COMPLETED, THEY WILL DECIDE ON HARDWARE REQUIRED.
- TEACHER LAPTOP ROTATION
 - ALL ISD TEACHER LAPTOPS ARE ELIGIBLE FOR REFRESH THIS SUMMER, (CURRENT LAPTOPS ARE 4 YEARS OLD)
 - CURRENT TEACHER LAPTOPS WILL BE RE-IMAGED AND SENT BACK TO THE SCHOOL THEY CAME FROM TO BE USED AS SPARES AT THE SCHOOLS
 - ISD WILL BE LEASING NEW LAPTOPS OVER A 4-YEAR TERM.
 - WARRANTY WILL BE PROVIDED FOR THE ENTIRE LEASE TERM
 - TEACHER LAPTOP LEASING COSTS WILL BE INCLUDED INTO THE ANNUAL INFORMATION TECHNOLOGY BUDGET
 - CURRENT BACKPACKS WILL BE EVALUATED AND, IF REQUIRED, REPLACED. REPLACEMENT BACKPACK COST IS \$58.00 EACH (SAME AS CURRENT BACKPACKS)

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9. ACTION ITEMS:

- THE COMMITTEE REVIEWED THE COMPUTER HARDWARE PRICING SUBMISSIONS FOR THE 2017 – 2018 SCHOOL YEAR.

TEACHER LAPTOP SYSTEMS (NEW/LEASED)	
	TOTAL COST PER UNIT EXCLUDING TAXES
SUBMISSION #1	
<ul style="list-style-type: none"> • Base unit – 4- year warranty, 8Gb Ram, 500Gb HDD, Intel Core i5 processor – Windows 10 capable 15.6-inch LCD Anti-Glare Screen • Latitude 5580 	\$1,052.99
SUBMISSION #2	
<ul style="list-style-type: none"> • Base unit – 4- year warranty, 8Gb Ram, 256Gb HDD, Intel Core i5 processor – Windows 10 capable 14-inch LCD Anti-Glare Screen • HP ProBook 640 G3 	\$1,155.98

SCHOOL LAPTOP SYSTEMS (OFF LEASE)	
	TOTAL COST PER UNIT EXCLUDING TAXES
SUBMISSION #1	
<ul style="list-style-type: none"> • Base Unit – 3 - year warranty, 8GB Ram, 128GB solid state hard drive, Intel Core i5 - Windows 10 capable 14.1” display • Latitude E6430 • Luxor Laptop Charging Cart 	<p>\$385.00 each</p> <p>\$ 950.00 (cart)</p>

DESKTOP SYSTEMS (NEW)	
	TOTAL COST PER UNIT EXCLUDING TAXES
SUBMISSION #1	
<ul style="list-style-type: none">• Base unit – Small Form Factor, 3-year warranty, 8 Gb Ram, 500 Gb HDD, Intel Core i5 processor, Windows 10 capable Keyboard and mouse• Optiplex 5050	\$937.00
SUBMISSION # 2	
<ul style="list-style-type: none">• Base unit – Small Form Factor, 3-year warranty, 8 Gb Ram, 500 Gb HDD, Intel Core i7 processor, Windows 10 capable Keyboard and mouse• HP ProDesk 400 G3	\$899.00

RECOMMENDATION:

THE TECHNOLOGY COMMITTEE OF THE BOARD RECOMMENDS THAT FOR THE 2017 - 2018 SCHOOL YEAR, THE DESKTOP COMPUTER HARDWARE SUBMISSION FOR DESKTOPS LISTED WITHIN SUBMISSION #1 AT A PRICE OF \$937.00 PER UNIT BE ACCEPTED.

THE TECHNOLOGY COMMITTEE OF THE BOARD RECOMMENDS THAT FOR THE 2017 - 2018 SCHOOL YEAR, THE COMPUTER HARDWARE SUBMISSION FOR NEW TEACHER LAPTOPS LISTED WITHIN SUBMISSION #1 AT A PRICE OF \$1,052.99 PER UNIT, BE ACCEPTED. THIS EQUATES TO \$5741.74 PER MONTH ON A 4 YEAR LEASE.

THE TECHNOLOGY COMMITTEE OF THE BOARD RECOMMENDS THAT FOR THE 2017 - 2018 SCHOOL YEAR, THE COMPUTER HARDWARE SUBMISSION FOR SCHOOL OFF LEASE LAPTOPS LISTED WITHIN SUBMISSION #1 AT A PRICE OF \$385.00 PER UNIT BE ACCEPTED.

MEETING ADJOURNED AT 6:50 PM.

COMMITTEE CHAIRPERSON

SECRETARY-TREASURER