

INTERLAKE SCHOOL DIVISION

MINUTES OF THE TECHNOLOGY COMMITTEE MEETING OF THE BOARD OF TRUSTEES OF THE INTERLAKE SCHOOL DIVISION HELD ON MONDAY DECEMBER 15TH, 2014 AT THE INTERLAKE SCHOOL DIVISION ADMINISTRATION BUILDING, STONEWALL, MANITOBA.

COMMITTEE MEMBERS PRESENT:

JOHN HUEGING (COMMITTEE CHAIR PERSON), SHARON BAKER, FRAN FREDRICKSON, CINDY BRAD

ADMINISTRATION PRESENT:

JIM SAJ: PROGRAM SUPPORT TECHNOLOGY
ROBERT HUME: IT MANAGER

THE MEETING WAS CALLED TO ORDER AT 5:35 PM.

AGENDA ITEMS

1. APPROVE AGENDA:

- DISCUSSED AND APPROVED

2. FIBRE UPDATE:

- ALL FIBRE IS NOW INSTALLED EXCEPT THE 48 FIBRE COUNT WHICH IS SUPPOSED TO ARRIVE TOWARDS THE BEGINNING TO MID-FEBRUARY 2015.
- SPLICING OF FIBRE TO START AND CONTINUE SO THAT WHEN THE 48 COUNT FIBRE ARRIVES, THE SPLICING COMPANY WILL BE ABLE TO WORK ON THE 48 COUNT FIBRE TO COMPLETE THE JOB.
- PROPOSED FIBRE PARTNERSHIP INFORMATION
 - THE TECHNOLOGY DEPARTMENT IS REVIEWING A DRAFT COPY OF A FIBRE PARTNERSHIP AGREEMENT. THE DRAFT COPY WILL THEN BE SENT TO THE DIVISION LAWYERS FOR REVIEW
 - FIBRE MAINTENANCE
 - NEXT STEPS IN OUR FIBRE PROJECT WILL BE TO FURTHER INVESTIGATE A DIVISIONAL FIBRE MAINTENANCE PLAN AND THE ASSOCIATED COSTS

3. CONSOLIDATION SERVERS:

- AT THE COMPLETION OF THE FIBRE OPTIC INSTALLATION, WE WILL NEED TO CONSOLIDATE ALL THE DATA FROM THE LOCAL SCHOOL SERVERS INTO A CENTRAL LOCATION
- SERVERS NEED TO BE INSTALLED IN TWO LOCATIONS TO ALLOW FOR BOTH BACKUP AND REDUNDANCY
- PREVIOUS UPGRADING TO THE INFRASTRUCTURE THROUGHOUT THE DIVISION INCLUDES THE REWIRING THE LAN DROPS IN ALL SCHOOLS, THE INSTALLATION FOR OUR WIRELESS NETWORK AS WELL AS UPGRADING OUR SWITCHES TO PROVIDE FOR THE FIBRE CONNECTION
- A BUDGET REQUEST TO COVER THE COST OF THE PURCHASING OF THE SERVERS IN THE AMOUNT OF \$50,000 WILL BE MADE. IF WE ARE ABLE TO PURCHASE THE SERVERS OUT OF RESERVE FUNDS, THE TECHNICIANS WILL BE ABLE TO START THE PROCESS OF MIGRATING THE SMALL SCHOOL DATA OVER TO THE NEW SERVERS BEFORE THE SUMMER ARRIVES.
- THE REMAINING DATA WOULD THEN BE TRANSFERRED OVER TO THE NEW SERVERS DURING THE SUMMER MONTHS

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4. SHAREPOINT / SCHOOL BUNDLE:

- WE NEED TO CREATE AN ENVIRONMENT TO MEET TWO DIVISIONAL NEEDS.
 - i. UPDATE OUR PUBLIC FACING MATERIAL (INTERNET) FROM OUR FIRST CLASS SERVER TO A NEW LOCATION
 - ii. CREATE AN INTRANET ENVIRONMENT
 - 1. OUR USERS ARE ABLE TO COLLABORATE, STORE AND ACCESS THEIR FILES FROM ANYWHERE THEY HAVE ACCESS TO THE INTERNET.
 - 2. TO HOUSE THE INTERNAL DIVISIONAL DOCUMENTS, SOME OF WHICH ARE CURRENTLY HOUSED IN FIRST CLASS
- SHAREPOINT AND SCHOOL BUNDLE WILL MEET OUR NEEDS.
 - i. THIS WILL ACCOMMODATE A "BRING YOUR OWN DEVICE" LEARNING ENVIRONMENT
 - ii. TEACHERS WOULD NEED TO BE TRAINED ON HOW TO CREATE AND MAINTAIN THEIR OWN CLASSROOM WEBSITE
 - iii. STUDENTS WOULD HAVE ACCESS TO THEIR CLASS WEBSITES AND WOULD DOWNLOAD THE MATERIAL, COMPLETE ASSIGNMENTS AND IN TURN, UPLOAD COMPLETED WORK TO THE CLASS WEBPAGE
 - iv. PARENTS WOULD HAVE ACCESS TO VARIOUS SITES
 - v. THIS NEW ENVIRONMENT WOULD HOUSE THE CONFERENCE AND WEBPAGE MATERIAL CURRENTLY SITTING ON OUR FIRST CLASS SERVER
 - vi. IN THE FUTURE, WE WOULD NEED TO DEDICATE A PERSON TO WORK ON THE DESIGN AND CONTINUED IMPLEMENTATION OF THE PROJECT
 - vii. DIVISIONS CURRENTLY USING SHAREPOINT WITH SCHOOL BUNDLE INCLUDE, BRANDON, LOUIS RIEL, WINNIPEG, AND ROLLING SCHOOL DIVISION. PEMBINA TRAILS IS CURRENTLY RESEARCHING IMPLEMENTING SCHOOL BUNDLE AS WELL
 - viii. COST OF THE SERVERS WILL BE APPROXIMATELY \$20,000
 - ix. FIRST YEAR COSTS OF IMPLEMENTING SCHOOL BUNDLE WILL BE APPROXIMATELY \$100,000. THE YEARLY MAINTENANCE FOR SCHOOL BUNDLE AFTER THE FIRST YEAR WILL BE APPROXIMATELY \$29,000

MEETING ADJOURNED AT 6:40 PM.

COMMITTEE CHAIRPERSON

SECRETARY-TREASURER