

Technology Committee Minutes
February 17, 2009

Meeting was called to order at 5:11 p.m. at the Pana Unit Office Board Room

Chairman Schafer called the meeting to order.

Members present: Schafer, Mizeur

Members absent: Koontz

Superintendent Present: Yes

Visitors: Scott Savage, David Dively

The committee discussed the following:

1. Approval of the Minutes from August 5, 2009. Motion by Mizeur; Second by Schafer.
2. Mr. Dively updated the committee on the new Technology Plan. The plan has been entered on the IIRC website and submitted to ISBE. The next step is for the plan to go through the Peer Review process conducted by the Area V Technology Hub.
3. Mr. Savage explained the proposed upgrade to the wide area network. Mr. Savage explained that this was a three part plan: internet connections, network switches, and telephone system. *Internet:* Each building would have its own internet connection. Currently all buildings share one connection. The speed of the connection would vary by building based on their needs. All the costs are supported by E-Rate discounts. The speed of the connection for any building can be increased each year as needs change. The cost for the leased lines for each building will be approximately what the district is currently spending for leased lines. There will be one-time charges for the installation of new routers and equipment. Each building will be connected to the others in the district by means of their internet connection. Data will be secured by use of virtual LANs to protect information be accessed by unauthorized users. Quality of service will also be implemented so that phone calls will take priority over data traveling on the same lines.

Switch replacement & phone replacement. The replacement of switches and phones will be the most expensive part of the project. Switches in the main wire closets and switches and hubs in the classroom will need to be replaced in order to take advantage of the increase bandwidth. A management system will allow Mr. Savage to filter who is allowed to connect to the network from outside systems. Most of the wiring is satisfactory, but there may be a need to replace some wiring at the Jr. High and Jefferson. Jefferson has a problem with the cable connecting the 5th and 6th grade buildings. All phones in the district would need to be replaced with units that can support Voice over Internet Protocol (VOIP).

Request for Proposal. Mr. Dively reviewed the draft for the RFP for the Network Project with the committee. The RFP included expectations of bidders, basis for awarding the bid, weighing of bid, bid response form, specifications for switch replacement and phone replacement, and the counts of current equipment. The timeline for the bid process is for the RFP to be released at the end of the month with vendors having March to prepare their proposals. The proposals would be due in April and the project would be completed in summer.

4. E-Rate Update. Mr. Dively reviewed the telecommunications costs and the E-Rate discounts received to date. E-Rate helps to pay telecommunications costs by discounting the cost of the

- service by between 70% and 80 %. The new leased lines will be paid for in a similar fashion.
The new contract will be for 5 years.
5. Other technology considerations: No other considerations at this meeting.
 6. The next meeting will be scheduled at the regular board meeting in March.

A motion was made by Mizeur and seconded by Schafer to adjourn the meeting of February 17, 2010 at 6:25 p.m.

Member

Member