



## PLANNING & BUILDING COMMITTEE

Merrimack School District  
<http://www.isone.com/~merrpbc>

October 24, 2005  
Minutes

Present: S. Heinrich, C. Morrison, J. Vaillancourt, S. Barnes, L. Rothhaus (arrived late), F. Rothhaus (arrived late) and School Board Liaison G. Markwell  
Also Present: Business Administrator M. Shevenell and District Technology Committee members: H. Fitzgerald, P. Tinker, M. Merrifield and J. Gower

S. Heinrich called the meeting to order at 7:32 PM. He announced the meeting of September had been cancelled.

### **Meeting with Technology Committee**

M. Shevenell and P. Tinker told the Committee that the focus of the Technology Committee in the last few years was setting up the new middle school and developing a Technology Plan to submit to the state. They stated the Committee received permission to develop a six-year plan, rather than the standard three-year plan. One of the reasons for doing a six-year plan was to spread out the items requested. The plan had been approved by the School Board on July 25, 2005 and has gone to the State Department of Education where it is under review. They further stated the state approval is necessary in order to the District to apply for technology grant monies. In addition, they said that the state will only approve the first three years of the plan and the last three years may change as newer technology becomes available. They noted that the plan runs from 1 July 2005 to 30 June 2008. They stated there was nothing in the current budget for technology and they are proposing a focus at the high school for FY 2006-2007 and funding the remainder of the plan in FY 2007-2008. The reason for the focus on the high school is to bring it in line with the new technology that is now available at the middle school, but not available at the high school. Another reason is that Microsoft and Power School will no longer support Windows '98. P Tinker said they expect the process will take more than one year.

Discussion included the following points:

- There are 130 computers with Windows '98. The first year of the plan will replace 90 of them.
- Computer costs have gone down and the bid process may allow the District to purchase more than 90.
- Leasing is probably not a good option.
- There are many recycling opportunities for computer parts and the District often re-purposes computers to get more use out of them.

- School equipment needs to be heavy duty – which is different than similar items used at home.
- Sixty of the computers to be replaced are in the computer labs or in the library and are all heavily used.
- There is one computer technician for the entire District.
- Members suggested quantifying time spent repairing the '98 computers, removing spyware and cleaning drives, etc – especially since most of the work done is by either the Technology Coordinators or the Network Administrators whose other technology duties which are being neglected.
- The estimated cost per computer is \$900, which includes a three-year on site warranty.
- Other items needed at the high school are 9 presentation systems. With these units, there will be a system in all scheduled instructional spaces. These spaces do not include the library, cafeteria, library or gymnasium. The estimated cost per unit is \$1,800. Each unit will have a video card rather than a scan converter.
- The high school has the ability to broadcast live to all classrooms, using the town/school cable studio.
- The high school has a school wide distribution system.
- The life span of a TV is about 10 – 15 years. The life span of a PC is about 4 – 5 years.
- Much equipment today is built to be disposable.
- Other equipment to be purchased includes two data projectors, some LCD projectors, digital cameras, digital camcorders and laser jet printers.
- 7 LCD projectors were stolen over the summer. Insurance paid for replacements. (F. Rothhaus and L. Rothhaus arrived at this time.)
- The laser jet printers will replace the last of the ink jet printers in the high school. The District finds laser jet printers to be more cost efficient.
- There are two laser jet color printers networked throughout the high school.
- The items requested will be divided between the High School Budget and the Media Services budget. S. Heinrich suggested that M. Shevenell highlight the items in the budget overview.
- If these items are in the operating budget, they will not be included in the default budget. S. Barnes wondered if a warrant article would be better.

P. Tinker asked members for input on a Technology Replacement Plan. She noted that very few Districts have one. She stated Londonderry is developing one, but that it is not publicly available yet. Comments included:

- Develop a five-year plan, replacing up to 20% per year – if needed.
- Develop a longrange vision and a ten-year plan.
- Establish a Technology Capital Reserve Fund, making the School Board agent to expend.
- Communicate needs, uses and costs effectively.
- Plan should be fluid and flexible.
- Buy the right equipment for the job, not the cheapest equipment.
- Looking for grant opportunities
- Deciding how long and how many computers to keep to repair others
- Possibly having a yard sale again or donating items no longer wanted.

P. Tinker thanked the Committee for its input.

**Other Business**

M. Shevenell provided updated Space Utilization Inventories and the population projection chart based on the first Monday figures.

S. Heinrich asked members to review those items and the minutes that had been distributed for discussion and approval at the next meeting.

The next meeting of the Committee will be November 14, 2005. Members noted the School Board is meeting that night, but did not feel this would be a problem. Additional items on the agenda will be updating the Committee website and the traffic situation at the middle school.

J. Vaillancourt reminded the Committee that it is will start working on a plan for upper elementary school renovations with the JMUES administrators in January.

J. Vaillancourt made a MOTION to adjourn. Second: L. Rothhaus. MOTION PASSED unanimously. S. Heinrich adjourned the meeting at 9:38 PM.

Respectfully submitted,

Pat Heinrich