

**Glenbrook District 225
Technology Committee Minutes – February 25, 2016
Communications Meeting**

Members Present: Bretag, Fagel, Field, Finan, Gravel, Hanley, Kim, Muir, Ptak, Riggle, Shein, Williamson

Also Present: Ahmed, Baig, Manly

Members Absent: None

The meeting was called to order at 7:31 a.m.
Brief introductions were made to the new Board Member, Dr. Sonia Kim.

Update on Current District Projects

Information was shared with the committee of the ~~great~~ progress the Technology Services Department has recently made. Completed projects include *Core Switch Refresh, Lab and Computer Refresh, Americaneagle Website Hosting, SMART Notebook Licensing and Adobe Cloud-Based Suite*.

Current projects that are ongoing include the *IDF Power Closet Upgrade*, and the *Broadcasting Equipment and Software Upgrade*, which will provide improved resources to support the broadcasting curriculum for the radio and TV stations at both schools. Dr. Gravel stated a proposal for recommending new hardware and software is anticipated for an upcoming Board meeting.

Forensic Audit Review and Update

After a brief description of the recent forensic audit conducted by an external consultant, Dr. Riggle shared that many of the recommendations have already been implemented. Dr. Riggle and Dr. Gravel outlined plans for the future to ensure the security of our internal network connections.

Mr. Baig stated he was satisfied with the expertise of the external consultant to provide support in providing scripting services to verify the integrity of our workstations. Mr. Bretag referenced his involvement with the external consultant, emphasizing their support in approaching the situation and implementing their crisis management strategy. ~~Dr. Riggle stated that he will be providing an informational report to the board summarizing the process, efforts made and a breakdown of financial costs to the district.~~

Help Desk Software Implementation

Dr. Gravel shared that *Freshdesk* was selected as the new service and support software, and the transition to the new “Glenbrook Technology Help Desk².” In the past 24 days of the *Freshdesk* implementation, approximately 375 service tickets have been received, and substantial details are now being collected for each ticket. The system is expected to be fully launched on March 1, 2016.

Northfield Township Technology Consortium Update

Dr. Riggle stated that the consortium's Intergovernmental Agreement has not yet been approved by the Village of Northbrook, however, permission has been granted to install two switches at the Northbrook Village Hall. The switches will be installed by Mr. Ahmed and Mr. Baig.

A revised Consortium Agreement is anticipated to be presented to the Board at an upcoming meeting, which will include provisions for municipal entities **that are either not participating or not eligible** to participate in **E-rate to be part of** the shared services program.

Dr. Gravel commended Mr. Ahmed and Mr. Baig for their 24/7 365 technical efforts, and commitment to serving the students and staff of the District.

Mr. Shein thanked the leadership team for inviting members of the Technology Services staff to the meeting. Mr. Shein commented that it was the first time members of the staff have attended one of the Board's meetings.

Possible Project to Relocate District Technology Resources

Dr. Riggle provided background on the proposed relocation of the District's data center from 1835 Landwehr in Glenview to the District's Administration building.

Dr. Ptak provided commentary on each of the project's expenses, and shared that she is working with an external consultant to plan the relocation of the data center. The anticipated cost is approximately \$265,000.

Dr. Gravel stated that moving the data center to the Administration building will provide an optimal environment for monitoring, maintaining, and servicing the District's core hardware and equipment.

The meeting adjourned at 9:12 a.m.