



**BRANT HALDIMAND NORFOLK
Catholic District School Board**

Minutes

Catholic Education Centre
322 Fairview Drive
Brantford, ON N3T 5M8

**Communications and Technology Advisory Committee
Tuesday, November 22, 2016 – 3:30 p.m.
Boardroom**

Present: Dan Dignard (Chair), Tracey Austin, Cliff Casey, Bill Chopp, Norm Cicci, Brian Englefield, Tom Grice, Carol Luciani, Bonnie McKinnon, Rick Petrella, Chris Roehrig, Michelle Shypula, Linda Luciani (Recording Secretary)

1. Opening Prayer

Chair Dignard opened the meeting with prayer.

2. Approval of the Agenda

Moved by: Cliff Casey

Seconded by: Bill Chopp

THAT the Communications and Technology Advisory Committee approves the agenda of November 22, 2016.

Carried

3. Approval of the Minutes

Moved by: Bill Chopp

Seconded by: Bonnie McKinnon

THAT the Communications and Technology Advisory Committee approves the minutes of April 18, 2016.

Carried

4. Declaration of Conflict of Interest – Nil

5. Business Arising from the Minutes

Trustee Casey enquired about the status of a report regarding how often our elementary schools are used by community groups. Tracey Austin, Manager of Communications, noted that the report had been overlooked and she will complete it as soon as possible and forward it to trustees.

In response to Trustee Petrella's request at the April 18, 2016 meeting, Norm Cicci, Manager of Information Technology, distributed a handout, which summarized the type of activity that is blocked or trapped by the Board's filters.

Information Items

5.1 Technology Learning Fund (TLF) Update

Brian Englefield, Student Achievement Consultant, 21st Century Learning, commented that the Information and Communications Technology team work together to create conditions so that good work can happen in our schools, i.e., professional learning, tools, software, infrastructure,



etc. He reviewed the priorities for 2014-15, which involved the building of 21st Century skills, commented on 2015-16 priorities, which targeted improving assessment for learning practices and noted that the 2016-17 priorities focused on improving Math instruction and assessment for learning practices. Trustees inquired about the types of devices students will be using, the costs for Phase 3 of the Bring Your Own Device (BYOD) initiative, connectivity points inside and outside schools, monitoring expectations to evaluate student success, the methods that we are connecting with parents (D2L versus agendas) and the role of educational assistants in achieving the above priorities.

5.2 Bring Your Own Device (BYOD) Update

Norm Cicci, Manager of Information Technology, reported that all Phase #1 schools now have a completed BYOD set-up with an access point in every learning space. Phase #2 schools will be completed by the end of December 2016; with St. John's College being the exception, which will have their cabling completed over the Christmas break and set-up completed by the end of January 2017. The Board has hired a consultant to create a Request for Proposal (RFP) regarding the Board's Wide-Area Network (WAN), which will be released in January or February 2017.

Trustees inquired about the computer literacy expectations of Grade 8 students going into high school and the skill levels of teachers to meet these expectations.

Trustee Petrella questioned why the Cisco Moraki line was chosen for wireless as he felt it was divergent from the industry standard. He also enquired about the strategies used for enhancing the Board's WiFi access points so that it cannot be used clandestinely. Committee Chair Dignard ask that a report be completed for the next meeting regarding who is using the Board infrastructure in this manner. Trustee Petrella also asked that the WAN RFP be forwarded to Committee members before it is released.

5.3 Information and Communication Technology Operational Plan Update Chart

Norm Cicci, Manager of Information Technology, updated the Committee about the Board's security and back-up strategies. Trustees inquired about the inclusion of redundancy systems in the disaster plan and the possibility of using a classified data center.

6. Trustee Inquiries

Trustee Chopp enquired if community user groups are permitted to use school equipment, i.e., basketballs, volleyballs, etc. during their permit times? He wondered if School Councils are buying equipment for school use, are they aware of the fact that outside groups may also be using this equipment? Tracey Austin, Manager of Communications, noted that, typically, school equipment is not to be used by rental groups without the consent of the school principal. Exceptions to the rule are those organizations, which are included in Joint Use Agreements with the Board, i.e., Parks and Recreation. These organizations are permitted to use the equipment, however, they are willing to replace broken / damaged equipment and wear and tear on any equipment they use. Tracey Austin will ensure that school councils have been made aware of this matter.



BRANT HALDIMAND NORFOLK Catholic District School Board

Minutes

Catholic Education Centre
322 Fairview Drive
Brantford, ON N3T 5M8

Trustee Chopp also enquired about the Assumption College School track. Superintendent Grice noted that the matter is a bigger issue than just the track and that the Board needs to make some decisions about this matter.

8. Move to In-Camera Session – n/a

9. Report on the In-Camera Session – n/a

10. Adjournment

Moved by: Rick Petrella

Seconded by: Bill Chopp

THAT the Communications and Technology Advisory Committee adjourns the meeting of November 22, 2016.

Carried

Next Meeting: April 2017