



**DOVER
SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE, SCHOOL DISTRICT MEDIA ACCESS CENTER – MINUTES (DRAFT)

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, Room 302, 61 Locust St.
Meeting Date: **Monday, February 14, 2011**
Meeting Time: **5:30 p.m.**

Members Present: Parks Christenbury, Aviva Grasso, Audra Lurvey, Kirt Schuman, Sarah Fuller, Dean Trefethen

Members absent:

Others Attending: Media Access Coordinator Mike Gillis, Libby Simmons (SAU), Gary Tirone (SAU)

Meeting commenced at 5:30 p.m.

1. Call to Order

Christenbury called the meeting to order at 5:30 p.m.

2. Approval of meeting minutes for Jan. 31, 2011

Motion made by Lurvey, seconded by Schuman, to approve the minutes. Unanimous.

3. Presentation and discussion of Smart Boards and related equipment with School Department officials

Christenbury introduced Gary Tirone, the SAU's director of Curriculum, Assessment and Instruction and Federal Projects.

Tirone discussed some of the general applications of the Smart Boards and related equipment that appear on the list of additional equipment needs. Tirone said initially the Smart Boards would be used for professional development. He said there are some boards in the schools, and having the boards at the Access Center would allow staff to learn the Smart Boards. He said the second tier of Smart Board use will be distance learning.

Tirone also explained how the document imagers work, including the 3D capabilities of projection. He said, for instance, a book can be sent to the imager and projected to a screen. He said another example is a science teacher being able to project a dissection in class. He said the document camera, which is portable, and could, for instance, be inserted into the engine of a car for an automotive trades class.

Christenbury asked if the technology allows information to be sent to classrooms or elsewhere. Tirone said the technology and space could be sent to classrooms throughout the city, the state or the world.



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Tirone also explained the interactive advantages to the white boards in a learning environment, including the capability to manipulate objects on the screen.

Christenbury asked if there are plans to bring students to the space.

Tirone said there has been some discussion on the production side, but there will also be opportunities to provide students with access to class experience remotely.

Schuman for some examples of how distance learning might work.

Tirone said the Virtual Learning Academy has about 10,000 students, including some from Dover, who access the distance learning resources there. He said Dover does not yet have that capability. He said with this technology, there would be an opportunity to create and make tutorials, class resources and lessons available virtually.

He said the technology also will provide professional development and enrichment benefits to staff, teachers and students.

Christenbury said professional development is an important distinction to make, as the technology does not only benefit students.

Tirone said the archive of these materials is also important and valuable.

Gillis said the technology, with the complement of the broadcast capabilities, allows the community a window to the classroom. He said the professional development advantages for the schools also extend to the city and the community.

Tirone also suggested there may be a need for additional window treatments in the meeting rooms to help darken the space for projection.

Christenbury said if it is an issue, there is enough in the budget to deal with it.

4. Review and discussion of bids for additional equipment

Gillis said the Smart Boards would need to be rebid because the no bids for that equipment was received.

He said one bid was received for the remaining equipment, with the exception of the polling hardware and software.



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He said the bid from Access A/V was \$15,199. He said looking at the equipment bid, each item was either lower or significantly lower than estimates and retail.

Grasso asked if it made sense to bid out everything if it was necessary to rebid the Smart Boards.

Gillis said that is an option, but part of the rationale for the shorter window on equipment was to keep the process moving and prepare to open the Access Center on schedule. He said he felt comfortable with the bid.

Christenbury said he was comfortable approving the bid. He said there had already been discussion about using the space for upcoming presentations and meetings.

Trefethen said he agreed and if there were more vendors interested they would have bid.

Trefethen moved to award the bid for the equipment to Access A/V. Seconded by Schuman. Unanimous.

5. Approval of quote for (2) credenzas for conference room

Gillis presented the quote for the credenzas, which had been discussed previously. Trefethen asked if they are lockable. Gillis said it didn't appear so, but he would ask W.B. Mason if they are. He said he will find out what the additional cost of the lock would be, if not included.

Gillis said it could be approved conditionally and he would relay the information about the locks to the JBC.

Grasso moved to conditionally approve the quote. Seconded by Schuman. Unanimous.

6. Update on furniture installation

Gillis said the remaining furniture was scheduled to be installed on Monday, Feb. 21. Following that, Access A/V would return to install the remaining audio equipment.

7. Other Business

a. Financial update

Gillis said the project remains under budget. The remaining budget is \$73,283.



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b. Discussion on sign or display for School Board table

Gillis said he thought he wanted to start a discussion on what to display on the main meeting table, similar to what is displayed at City Hall. He said he was going to reach out to the SAU about the same matter.

Christenbury suggested it be discussed at a future meeting.

c. Discussion on additional meeting table and chairs for Room 302

Gillis said it seems Room 302 can better accommodate meetings than anticipated, and the space could be used as a meeting room. He said he was going to meet with W.B. Mason about adding a small table and chairs to the room for meetings and would convey that information to the JBC.

d. Other matters of interest

Trefethen asked that the meeting minutes for this meeting and the one prior be made available for his next report to the City Council.

8. Set Next Meeting

Not set.

7. Adjourn

Motion made by Fuller to adjourn. Seconded by Trefethen. Unanimous. Meeting adjourned at 6:10 p.m.