

**NORTHERN LEHIGH SCHOOL DISTRICT
TECHNOLOGY/BUILDINGS & GROUNDS
COMMITTEE MEETING**

**Wednesday, February 9, 2022
Immediately Following Policy Committee Meeting
5:30 P.M.
NLMS Auditorium**

Committee Members			Meeting Dates	
X	Robin Distler - Chairperson	X	Greg Derr – Liaison	March 9, 2022 April 6, 2022
X	Gary Fedorcha - Co-Chairperson		Jennifer Butz	May 4, 2022 June 8, 2022
X	Donna Kulp	X	Eric Hill	August 3, 2022 September 7, 2022
X	Matthew Link	X	Tim Weaver	October 5, 2022 November 9, 2022

Also in attendance: Sherri Molitoris, Michael Strohl, Bob Vlasaty, David Hauser, Gale Husack, Michelle Heckman, Bob Kern, Mathias Green, Nichole Fink, Bryan Geist

MINUTES

Buildings & Grounds

- [Simplex Phone Lines](#)
 - Mr. Derr reported that we have been experiencing ongoing issues with outgoing phone lines. This has not affected our Simplex phone lines.
 - The Simplex Phone Lines link provides a quote to upgrade the Simplex lines.
 - We are not currently recommending the upgrades.
- [Unit Ventilator](#) in the Guidance office at Peters Elementary
 - Mr. Derr explained that the current unit is over 30 years old and leaking refrigerant. We have refilled the refrigerant and the work was done by our HVAC technician
 - We are recommending that the unit be replaced early this summer and to be funded through this year's budget.
 - See Unit Ventilator link for pricing.
 - Mrs. Husack asked what the lead time on the equipment is? She suggested we order it sooner rather than later in case there is a delay with the supply chain.

- Otis Elevator door at Peters Elementary
 - The door is over 30 years old. Parts are no longer made for the door. Otis will continue to service it. It is still functioning. Administration is recommending that we replace the door out of this year's budget.
 - It will be placed on a Board agenda this spring.
- Pella windows at Peters
 - One window has been replaced due to a rotted sash.
 - Another window is now showing the same rot. The windows are approximately 20 years old.
 - We will inspect all windows in the building over the next month.
 - Mrs. Husack asked if there are other building issues that we should be planning to replace.
 - Mr. Derr gave examples of current building status and that we have a long range plan for replacement of equipment.
- Mishpachah Inc. facility use request June 11, 12 and 13th
 - Group from Ohio requested to use the high school auditorium for a show on a Saturday, Sunday, and clean-up and exit on Monday.
 - They would pay per Facility Use policy
 - Committee members recommended placing the item on the February Board agenda for consideration.
- Lehigh Valley Hot Air Balloon Oct 15th and 16th
 - There are no scheduling conflicts
 - Committee members recommended placing the item on the February Board agenda for consideration.
- Offer to hang NLYAA banner in NLMS Gym (Mr. Link)
 - Mr. Link will plan with Mr. Rentschler and Mr. Derr
- Inquiry to hang sponsor banners in NLHS Gym (Mr. Link)
 - Mr. Link will explore this idea with Mr. Geist and Mrs. Molitoris

Technology

- Multi-Factor Authentication (MFA)
 - Cyber Insurance Companies are now requiring this process
 - Required for staff email and access to network resources
 - NLSD IT department is exploring Microsoft Azure AD. This is already part of our agreement with Microsoft.
 - We are currently piloting with our IT staff and TIS staff
 - One concern is staff who would not want to use their personal cell phone for MFA
 - Legal counsel recommends we have another option for these staff

- Another option is to issue these staff tokens, like a key-fob device.
 - Mr. Hill is obtaining five tokens for us to test
 - Tokens cost approximately \$50/token
 - We will then survey staff to see if they prefer to use their personal cell phone or a token.
- Mr. Hill will report back with more information at the next committee meeting.
- Mrs. Husack asked if this will be required for students. Currently our insurance company is not requiring us.
- We will plan to implement it for staff and possibly students (if required in the future).
- Phone Service
 - Mr. Hill explained issues with outgoing phone lines.
 - Often time over the last month we have had dropped lines almost daily
 - To mitigate the issue until we can upgrade our internal phone systems, all outgoing calls are routed through Peters Elementary School.
 - Mr. Hill exploring a solution with PenTeleData
 - We are currently piloting this solution with positive results
 - This would be approximately a saving of \$700/month compared to the current contract.
 - Committee supports the contract going to the February Board agenda.

Next meeting is scheduled for Wednesday, March 9, 2022.