



Torrington Public Schools

SUSAN M. LUBOMSKI
SUPERINTENDENT

SUSAN B. FERGUSSON
ASSISTANT SUPERINTENDENT

Facilities and Technology Committee Meeting Wednesday, March 4, 2020, 6:00 P.M. Torrington High School

Minutes

1. Call to Order: 6:01 P.M.
2. Roll Call: Ms. Spino, Mr. Maniccia, Mr. Eucalitto, Ms. Mangan (Teacher Rep.)
Also Present: Ms. Fappiano, Ms. Richardson, Mr. Kissko, Ms. Hoehne, Ms. Todor, Ms. Cappabianca, Ms. Lubomski, Mr. Arum, Ms. Fergusson, Ms. Schulte, Mr. Barlow, Ms. Labbe
3. Approval of Agenda: Mr. Eucalitto made a motion to approve the agenda, second by Mr. Maniccia. All in favor.
4. Public Participation: None
5. Discussion/Next Steps:
 - a. Update on Corona Virus: Community and State: A regional meeting was recently held to discuss recommendations to prevent the spread of the virus. The CDC and the Worldometer websites have the most current information and data. Information will be posted to the district website as new information is updated.
 - b. Facilities Action Plan Regarding the Corona Virus: Posters have been posted at schools and on the website as to the proper steps to avoid spreading any germs. All high contact areas, such as, doorknobs, handles, railings are being disinfected on a nightly basis. Hand washing is being strongly encouraged as the best way to prevent the spread of the germs, as well as, staying home if ill, coughing into elbow, no hand shaking, avoid touching your eyes, nose and mouth.
 - c. IT Inventory and Possible Tele-schooling: Inventory is being updated and discussion of what will be needed to insure the feasibility of Tele-schooling.
 - d. Discussion of Facilities Regarding Maintenance and Repairs: Request was made for a monthly report of what repairs are needed in each school. Possible tours of sites prior to the meeting may be held to gain a better understanding of the types of repairs needed. IT was discussed regarding additional items that are needed to

These minutes were approved by the Torrington Board of Education on May 27, 2020.

bring the system up to date. An IT inventory of each school should be done and shared during these meetings.

- e. Update on all Ongoing Facilities Projects – Roof and Windows:
Thirteen bids came in for the Roof project. The bids will be opened on Friday, March 6th. Bids will be presented at the next Budget meeting, March 11th.
6. Comments for the Good of the Order: Welcome back Mr. Arum. Congratulations to Ms. Spino for a good job on the first meeting of Facilities and Technology.
7. Topics for Future Meetings:
 - a. Update on Site Visits
 - b. Update Corona Virus Plans
 - c. Facility and Technology Updates
 - d. Roof Bids
8. Adjournment: Mr. Eucalitto made a motion to adjourn the meeting, second by Mr. Maniccia. All in favor. Meeting adjourned at 6:56 P.M.