

# Technology Report

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## Technology Department Report October 12 – November 13, 2019

submitted by George Weeks

### Work Summary:

- Technicians have been focusing on building support and responding to work order requests. GHS, GIS and Bowe have a technician in building every day for most of the day. Bullock and Rodgers have a tech in the building as needed (a person is pulled from another building to respond).
- Panic Button have been reprogrammed to call GPD Dispatch instead of 911. Working with vendor to enable multiple contact types simultaneously for phones lines, cell phones, text messages and emails.
- Working with vendor to create a single automated panic button on each phone in district. Details being finalized and training will be given to staff by the end of November and then buttons will be configured on phones.
- Reviewing infrastructure upgrades for submission for referendum
- Reviewing upgrades for network security appliances with various vendors to upgrade firewalls and filters in July 2020 and part of normal refresh cycle.
- Reviewing expiring equipment leases and configuring laptop updates for Bullock and Rodgers (they have the original 1:1 computers from GHS – this lease expires in June 2020)

### Work Order Statistics

- There are 79 total work orders open as of 12pm on 11/13/2019 (-5)
- There have been 2,829 tickets closed as of 12pm on 9/11/2019...( +202)



**Glassboro School District**  
**Lock Down Enhancements – Glassboro Police Department**  
**ACTION PLAN**  
**10/21/19**  
Revision F – Updated 11/20/2019



This action plan was drafted in response to a meeting held on 10/21/19 with representatives of the Borough, Glassboro Police, and School District officials. The purpose of the meeting was to promote continuous improvement in communications necessary to protect students, staff, and property.

New items are highlighted in **YELLOW**. Completed items are highlighted in **GREEN** under Due Date

1. The Glassboro School District will provide a listing of DIDs to Police Dispatch via the Police Chief.

Action/Progress	Responsible Person	Date Due
E911 POTS line numbers sent to Chief and Det Knight on 10/21/2019 by GJW	G. Weeks	10/21/19 <b>COMPLETED on 10/21/2019</b>

2. The Glassboro School District will update the emergency system to create an automated direct dial to (856) 881-1500. Efforts will be made to include a simultaneous direct dial to 911 alerting the system of a lockdown.

Action/Progress	Responsible Person	Date Due
<ul style="list-style-type: none"><li>10/22/2019 - Begin Re-Configuring to dial 1500</li><li>10/25/2019 - Reconfiguration completed</li><li>11/5/2019 - Working with Vendor to determine configure way to call multiple numbers. Meeting on 11/5 to discuss engineering time and costs.</li><li>11/13/2019 – Vendor processing quotes for solutions and costs</li><li>11/20.2019 – Vendor meeting to discuss SOW and cost. License upgrade is &lt;\$900. Engineering time is ~\$6,000.</li></ul>	G. Weeks	10/21/19

Glassboro School District  
Lockdown Enhancement Plan – Police Department

5. The names and phone numbers will be provided to Glassboro PD Dispatch. Dispatch will contact the principal, central office, and SRO upon activation of a lockdown.

Action/Progress	Responsible Person	Date Due
Phone received and configured on 11/1/2019. Police and all building administrators provided the list of numbers.	G. Weeks	10/25/19 COMPLETED 11/1/2019

6. The Glassboro School District will work closely with the municipal/police IT department to enable FOP access to all school district buildings. The Glassboro PD will notify school district IT of changes, additions, or terminations of authorized FOP users.

Action/Progress	Responsible Person	Date Due
Received file from PD on 10/21/2019. Will begin importing into door access system. 10/25/2019 – Have to hand enter fob before can import. In process. 11/1/2019 – All PD FOBS imported into our system . Access to all buildings is being configured and will test with SROs. 11/13/2019 – Test failed, doing additional research into FOB codes and PIN requirements	G. Weeks	10/25/19

7. The Glassboro Police Department in collaboration with 911 Dispatch will draft lock-down and/or emergency plans for the school district. Fire/Rescue may also need to vet on the protocols. The final draft will be provided to the Glassboro School District.

Action/Progress	Responsible Person	Date Due
	J. Polillo	10/31/19

Glassboro School District  
Lockdown Enhancement Plan – Police Department

11. The Glassboro School District will draft a scope of work and in collaborations with A/E, secure and estimate to enhance the current emergency/lock-down notification system to include the installation of additional panic devices in each building/wing, video surveillance of panic device, etc., and informed by Kingsway Regional visit

Action/Progress	Responsible Person	Date Due
11/5/2019 – Met with vendor to begin process 11/13/2019 – Waiting for quotes on various solutions. Working with vendor and principals for additional video coverage and quotes. 11/20/2019 – District personnel scheduled to visit Kingsway to review their solution on 11/26/2019	G. Weeks	11/27/19

12. The Glassboro School District and Glassboro PD will schedule and conduct annual lock-down (active shooter) drills to promote preparedness. The PD will provide the district with a report of the drill to include recommendations for shifts in protocols.

Action/Progress	Responsible Person	Date Due
	J. Polillo M. Silverstein	Annual

13. The Glassboro PD will participate in monthly Safety Committee meetings, either through the use of SRO's or direct participation. Copies of the meeting minutes will be provided to the police chief.

Action/Progress	Responsible Person	Date Due
	J. Polillo M. Silverstein	Monthly

14. The Glassboro school district and Glassboro PD will work collaboratively to implement an LSI Application that will enable all Glassboro Officers to be notified of a lockdown.

Action/Progress	Responsible Person	Date Due
11/13/2019 – Vendor working on quote to enable this in solutions above. Text messages to officer cells will be easiest implementation in conjunction with apps that can push notifications from Genetec and or Informacast systems	District and Municipal IT	11/27/19