

SCHOOL ADMINISTRATIVE UNIT 79

KCD

PUBLIC GIFTS/DONATIONS TO THE SCHOOL DISTRICT

The Gilmanton School Board may accept, on behalf of the School District, any bequest or gift of money or property for a purpose deemed suitable by the Gilmanton School Board in accordance with State law. All gifts shall be accepted in the name of the Gilmanton School and become the property of the Gilmanton School. The Board will acknowledge the gifts at a Board meeting and thank the donors in writing.

Only items of legitimate use in the school program shall be accepted. The Board is under no obligation to replace a gift if it is destroyed, lost, stolen or becomes worn out. Gifts will not be accepted if they involve an excessive cost for maintenance or installation. If installation is required, the gift shall be installed under the supervision of the Gilmanton School personnel. The Board will notify in writing prospective donors if their gift cannot be accepted.

The Superintendent shall implement any administrative procedures necessary to carry out this policy.

Adopted: November 26, 2001

Gilmanton School District Policy

SCHOOL ADMINISTRATIVE UNIT 79

KCD-R

DONATION OF TECHNOLOGY EQUIPMENT

The Gilmananton School District welcomes and appreciates the efforts of the community and staff to further the school's technology objectives by providing and/or donating personal computers and other equipment. The goal of the Gilmananton School District is to maintain the standards of the already existing equipment within the school in order to meet high learning standards of the curriculum for our students. We hope to provide students with current technology that supports the applications already being used at the school. Gilmananton's Technology Plan, which includes minimal technology standards, is submitted to the State every three years for approval and technology grant applications are based on that plan. Therefore, it is necessary to maintain minimum standards.

We appreciate the intention of the technology gift, however, donated equipment needs to be compatible with existing technology. If it is not, it may require a substantial cost and time investment in order to get the technology licensed for software and ready for use with students. The hardware or software being donated must meet the following minimum standards:

- All personal files eliminated from the hard drive.
- The system unit has a working CD-ROM drive.
- The processor is a Pentium II/400 Mhz or equivalent with 64 MB RAM.
- The system has a VGA compatible video adaptor with a minimum of 2 MB RAM.
- Sound cards and speakers are included.
- The system is not older than four years.
- The hard drive has a minimum of 6 GB.
- All components function without error.
- Donated software should match the above requirements.

If you are not sure if your hardware or software meets these minimum requirements, a member of the Technology Committee will be happy to assist you. Please call Gilmananton School at 364-5681 and ask for a member of the Technology Committee.

The School District appreciates staff bringing in his/her own computers in an effort to provide access to technology for students. However, personal computers and personal software must meet the same minimum standards as those donated by community members. Personal computers and software cannot be supported and/or maintained by District funds or personnel.

System Management Policies at the Gilman School

Software and Hardware Upgrades

The Gilman School District is adopting the following policies for management of Personal Computer assets at the Gilman School.

1. Each personal computer system purchased shall be specified with sufficient capacity and configured with software and peripheral hardware necessary for conduct of the planned educational and administrative functions for that computer system at the time of purchase and installation of that computer. This configuration shall be done with respect to the expected useful life of the computer at the Gilman School (five years).
2. Upgrades to hardware and software shall be strictly avoided on any system once in full productive service. Exceptions to this policy should be made only under absolute necessity.
3. New software and system capabilities shall be introduced with newly purchased systems. If a system proves to be inadequate for the purpose that it was originally installed, the choice of replacing it with a regularly purchased system and relocating it to replace an obsolete system elsewhere shall be chosen in favor of performing any system upgrades on the existing system.
4. When changes external to the school dictate a change to configuration on a set of systems at the school, the implementation of the upgrade shall be planned and implemented in a single contiguous project. The goal of this policy is to minimize the duration of a dual implementation of software (i.e. present and past versions of the same software or similar software from two publishers).

Justification

Home computer users are accustomed to freely purchasing and installing new software and peripheral devices on their home computers to enhance the functionality and improve the enjoyment and productivity of the system. In most cases, this process proceeds on an unplanned or generally haphazard schedule over the life of the computer until the demands of the new software and peripherals gradually overtake the capacity of the CPU and upgraded capacities of the computer. At this time, the behavior of upgrading either ceases or a new computer is purchased.

In a large network of computers such as the one that exists at the Gilmanton School (over 100 computers interconnected to a server, printers and the Internet!), this process cannot be supported. The reason for this is that the home computer user generally supplies his or her labor in performing hardware and software upgrades, whereas any such labor at the school is paid for out of the annual School District budget. If the labor is not hired specifically for the purpose of upgrading technology, it is taken away from the purpose for which it was originally budgeted. The Gilmanton School District is taken away from the purpose for which it was originally budgeted. The Gilmanton School District cannot promote a policy that allows such transfers of labor to occur, as they are unlawful and against the will of the legislative body of the School District. The Gilmanton School District is also unwilling to submit a budget for labor unnecessarily inflated for arbitrary or piecemeal system upgrades.

When the technology plan of the school is considered in light of this reasoning, it becomes more reasonable yet. This technology plan calls for replacement of 20% of the personal computer equipment every year, (hence the five year system life expectancy). Because of this, the opportunity arises every year to adjust the location of systems that are found to be inadequate for their purpose, making a much easier “musical chairs” scenario, avoiding the time consuming opening of system cases, loading of upgrades and inevitable troubleshooting of unforeseen problems.

Moreover, the cost of a personal computer at the Gilmanton School District is not simply comprised of its purchase price for hardware and software, but also of the labor required to upgrade, maintain, learn to use and dispose of the system. These labor costs can rapidly outstrip the original cost of system and software.

This policy also is reflected in our ability to utilize donated equipment. Although donated and recycled computer equipment is inexpensive to acquire, it is very much more expensive to adapt to the Gilmanton School environment as well as to maintain in that environment. To the extent that volunteer labor can perform the initial reconfiguration of such systems, the introduction of donated or recycled technology is welcome. However, the policies stated here apply equally to them as to the new equipment.

Adopted: November 26, 2001