

MEETING MINUTES

Team Name: SKS Technology Committee

Meeting Leader: Greg Kubisch

Location: SKS Library

Date/Time: 02/24/2016 5:30pm

Recorder: Kim Wiedmeyer

Participants: Greg Kubisch, Jason Hook, Kim Wiedmeyer, Mrs. Rauch, Danny Dulak, Jason Schnitzler, Chris Hugli - ETA, Becky Hielsberg - ETA, Mr. Hamilton,

Absent: Mike Stahnke, David George, Jeremy Olejnik, Mike Fritz,

Prayer - Greg led the group in prayer.

Item	Discussion	Next Steps & Responsible Party
<p>Review of last month's minutes</p> <p>ETA Update</p>	<p>January Minutes were approved by the group.</p> <p>The Library program Follett is a free upgrade - ETA just needs to schedule a time to do it, and can probably be done remotely. Other schools have also done this update and it is working well.</p> <p>Regarding the replacing of switches in the lab, we will move forward with the Gigabit switches.</p> <p>Printing issue that Ms. Dallman experienced was resolved - a reboot corrected the problem, it could have been a spooler error.</p> <p>Regarding the 1st Grade Smartboard - Mrs. Anderson has not had any issues since last meeting - she or Mr. Hamilton will let us know if the problem happens again. ETA mentioned that another school had similar issues and it was due to an inexpensive power strip...something to keep in mind...</p> <p>ETA contract is up for renewal - We are hoping for a decrease! Contract/pricing is based on usage.</p>	<p>ETA will upgrade the Follett program.</p> <p>Lab switches will be replaced.</p> <p>Discuss ETA at next meeting...</p>
<p>Treasurer update</p>	<p>No real updated, no change to bank account.</p> <p>Regarding Title 1 funds - When we purchase, Hartford Jt 1 District will not reimburse the school/person directly - they will pay the invoices. We are waiting for something to qualify for the funds. We have approx. \$537 to work with - number is lower due to the state criteria.</p>	

Item	Discussion	Next Steps & Responsible Party
Committee responsibilities	<p>Website - 3K/4K, 5K and 1st grade Teacher bios have been received and uploaded to Website. All other Bios need to be changed to acceptable format before Jeremy can load them onto Website. Mortensen photography will be sending staff photos so they can be updated on the Website.</p> <p>For the 9 families that toured during Catholic Schools week - Danny thought it would be a good idea to send them weekly email updates, perhaps with teacher bio per week, or similar items. Mr. Hamilton will help send those out so it comes from a school email address. These could be sent to current families as well.</p> <p>Google Apps - Greg has added some distribution lists for students and parent/guardians. We hope to utilize them next year.</p>	<p>Danny and Jeremy will update the remaining teacher Bio's on the Website.</p> <p>Photos will be updated once received from Mortensen.</p> <p>Email updates will be sent to the perspective families that toured during CSW.</p>
Accreditation packet	The packet was sent out to the group with the suggestions thus far - Hoping that at the remaining meetings we can tackle a few pages to review/change/update. We have 2 years to fully complete it.	The group should review and be ready to start updating at the next meeting.
Misc./New Business	<p>Survey of graduates regarding SKS technology - the does do this and sends to former students, parents and HS teachers. Mr. Hamilton sent the most recent results following the meeting. Most felt prepared other than tablets/laptops, which has been addressed now with the addition of Chromebooks and their use beginning with the 2015/2016 school year.</p> <p>There is heavy traffic/usage on the Chromebooks - Mr. Hamilton recommended to fill the 2nd cart for next school year (14 open spots), which would allow usage to 3rd grade. Estimated cost for the 14 would be approx. \$5,000 to \$6,000 (\$350 per device w/insurance). Perhaps also investigate a different technology for younger grades??</p> <p>1 Chromebook has a problem with the screen - it is showing a negative/distorted color. Chris noted that the devices are known for a bad cable/ribbon in the hinge area. It may still be under warranty, or insurance could possibly be utilized.</p> <p>Mr. Hamilton also found 3 floppy discs, but there is no record of what is on them, no way to read them at school.</p>	<p>Continue to survey the same group...</p> <p>Look to purchase the remaining Chromebooks (14) needed to fill the 2nd cart for next school year.</p> <p>ETA took the Chromebook and will investigate as to what needs to be done.</p> <p>ETA took floppy discs to see what is on them - they will email Mr. Hamilton with the contents.</p>
Goals for 2016/2017	<ul style="list-style-type: none"> • Add 14 Chromebooks in place for next school year. • Possibly re-do the carpeting in Lab - as part of the library remodel project, and the asbestos. • Home and School is hoping for abatement of asbestos - best case would be this summer. 	

Name of Meeting

Date of Meeting

Page 3

Item	Discussion	Next Steps & Responsible Party
	Meeting adjourned at approx. 6:10pm Next Meeting: March 23rd, 5:30 pm, School Library	