

MEETING MINUTES

Team Name: SKS Technology Committee

Location: SKS Library

Recorder: Kim Wiedmeyer

Meeting Leader: Greg Kubisch

Date/Time: 1/25/2017 5:30pm

Participants: Greg Kubisch, Kim Wiedmeyer, Becky Hielsberg - ETA, Paul Blann - ETA, Mrs. Trimberger, Mr. Cain, David George,

Absent: Jeremy Olejnik, Mike Fritz, Chris Hugi - ETA, Cheryl Mueller, Danny Dulak,

Prayer - Greg led the group in prayer.

Item	Discussion	Next Steps & Responsible Party
Review of last month's minutes	November Minutes were approved by the group. (No December meeting was held)	
ETA Update	<p>Teacher laptop was infected with a virus when a link was clicked on, but teacher noticed something wasn't right and alerted Jenny - ETA was called in to address issue. Appears that only that laptop was affected, and files that were infected had a backup, only personal things may have been lost. Laptop just needs to be wiped and reloaded.</p> <p>Computer lab is good.</p> <p>Jenny's laptop is good.</p> <p>Kid Pix - Still need to see if it will work with thin client. Info has been sent to ETA, who have downloaded the app it to the Kid Pix folder. Jenny will put on and see if works on multiple stations.</p> <p>Jenny asked about putting Windows movie maker on...could we put on the server? ETA not sure and will look into.</p> <p>Printer is set up and good to go according to Jenny.</p> <p>Contract renewal is coming up on June 30, 2017. Becky will get #'s for new renewal and will send to Jenny.</p>	<p>Jenny to install Kid Pix and test running on multiple workstations.</p> <p>ETA will see if Windows Movie Maker can be put in...</p> <p>Becky will send contract info to Jenny for review.</p>

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	Other things to think about: Replace Server (Becky to provide quote). David will also see about a potential donation of a used server depending on what we need/what we are quoted.	Becky to provide quote on server - David may be able to secure a donated server.
Treasurer update	Jenny has reached out Maria again and was able to meet with her after this meeting was held. Discrepancies were all resolved.	
Committee responsibilities	<p>Website - No update</p> <p>Google Apps - Have been getting used more. There is an upcoming class being offered locally, 4 hour class, free for staff. Teachers will be doing this on an early release day. Are classes like this something we can require of teachers?? Or highly recommend, part of in-service days???</p> <p>Plant Sale: info coming soon</p> <p>Tablets: OK on Chromebooks currently. Will assess at end of year, poll teachers on usage to see if more are needed. 1 has a cracked corner, Jenny will put it through the Warranty.</p>	Jenny to put the chromebook with a cracked corner through the warranty process.
Accreditation packet	Jenny reviewed the current plan - did some research on other plans within the archdiocese, and would like to change the format to a much simpler form. Those in attendance agreed and will look to come up with ideas for next meeting. Plan to include the past 3 years of highlights/accomplishments and a "plan" of what we would like to accomplish in the next 3 school years.	Group to think of what we would like to highlight and what to include for the plan.
Misc.	<p>Survey of graduates - Start thinking about sending these out to most recent graduates. Greg will send out what he proposed last year to send out.</p> <p>"Remind 101" or "Remind" - Parents are liking this new technology. Had to use for a 2 hour weather delay recently - good feedback has come from that experience.</p> <p>Meeting times/dates: Discussion ensued if meetings indeed needed to be held every month, and if meeting times could be moved to earlier in the evening/day to accommodate those attendees who live further, etc. It was decided that we would try every other month unless there is an urgent need. And meeting dates/times could be a decision made that week - perhaps a different day will work for other to move the time earlier??</p>	<p>Greg to send out what we have previously used for surveys.</p> <p>More flexible meeting dates/times for the future. Right now look to skip February meeting, and meet in March.</p>
New Business	Technology fee increase: Group decided to increase the technology fee slightly from \$40 for 1 student, \$55 for 2 students, and \$70 for 3 or more students to new fees of \$50, \$75 and \$100 respectively. Will also now absolutely require a separate check for this fee from the families to ensure that the technology fee gets deposited to the technology account.	

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	Meeting adjourned at approx. 6:30pm Next Meeting: March - date/time TBD in the school library	