

St. Kilian Technology Committee Meeting Agenda

Mort Zaydel	Brian Dunwiddie - Remove	Ryan Radschlag - Remove
Mary Rauch	Lynn Guyer	Justin Weber - Remove
Karen Kapellusch	Greg Kubisch	Danny Dulak - Add
Fr. David La Plante	Mark Magruder - Remove	
Greg Bell	Jeremy Olejnik	
Laurie Bieser (Ent Books)	Joe Pawlak	

2009-2010 Meetings Dates:

Aug-19 Sep-16 **Oct-21** Nov-11 Dec-09 Jan-13 Feb-10 Mar-17 Apr-21 May-19 Jun-TBD

**October 21st, 2009
7:00 PM – Library**

I. Prayer

II. Review & Approve Meeting Minutes – Minutes Approved

III. Reports

- a. Financial Report – Approved spending of \$327.60 for a new UPS and \$242 for the Erate program.
- b. Teacher Survey/Training Update
- c. ETA Service/Reports – Chris will get a login for their data base so we can see the service reports and view inventory of existing equipment.
- d. Entertainment Book Sales
- e. Plant Sale
- f. Social – Need to supply food and clean up help for the upcoming social. All those who can help are to email Lynn from the development committee. Drop off any items in the kitchen in the gathering space before Mass. Mort and Lynn will look up info on Smart Boards to display at the social.

IV. Old Business

- a. Election of Officers (Secretary & Treasurer) – Offered up positions to new members but at this point no one showing much interest in taking open positions.
- b. Hardwired network for school building – Network wiring is complete and operational. Currently we are letting the system ride for a month or two and if all is well then we will begin to remove the old infrastructure.
- c. Budget
- d. MS Publisher License – Mary got pricing for licenses to fill lab. 23 needed at a cost of \$460.99. Question was asked about what it would cost to upgrade entire package to Office 2007 which includes publisher license. If attractive then we may consider moving forward with 2007 but if not then we will move to approve the MS Publisher package. Mary R. will work on getting that pricing together for next meeting.
- e. Old Business Issues/Requests (Issues List Additions)

V. New Business

- a. Hunter Systems – Giftrak (collaboration with Development) – Waiting to hear back from the development committee on whether interested or not.
- b. Discussion on how to organize/store technology information – Ends up the file cabinet in the lab with much of the software information has a lock. Mort and Mary will work to find the key for this lock and if they can find it we will leave it in the lab. Another option is to swap it with a cabinet that has a key and again keep it in the lab. Mort's office is tight and would be nice not to add to his collection.
- c. New Technology Issues/Requests (Issues List Additions)

- d. Purchase new UPS \$325 from ETA (APC SmartUPS SC1500VA) – Purchase was approved. ETA will purchase a new UPS and install next week Thursday and Friday when they do the annual hardware and software deep cleaning. Total price tag was \$327.60.
- e. Upgrade from Office 2000 suite to Office 2007 – Mary R. is getting pricing on this for next meeting.
- f. Teacher Convention – Teachers will visit a school with Smart Boards to see how they work and are applied in the classroom.
- g. Smart Board Introduction – Ken Mikulec, Mort, Mary, & Karen are going to see a demonstration of the Smart Boards at the Midwest Express Center on Nov. 5th.
- h. Recycling – Danny Dulak mentioned he knew of a place for recycling of computer equipment in West Bend. He will get more info on this. Here is some info that Danny sent over to me:

NES in West Bend- CPUs are free, but monitors or anything with a monitor (laptop) is \$20. There is a \$5 off coupon in the Booster to that runs weekly to offset that

Midwest Computer in Milwaukee and Oak Creek- Free to recycle anything other than TVs, but a bit further than the rest

Best Buy- There is some conflicting info on what locations take recycling on their website. I believe this is at all facilities now, but I am not sure. There is not a charge for the recycling, but they do mandate that the hard drive be removed (which is not a bad idea anyways). It looks like in a lot of situations you may even get a \$10 gift card.

2009-2010 Goals List

- a. Budget – Need to continue to track spending and income as well as work on developing future needs.
- b. ETA Development Growth Plan – From here on out ETA will join us at our monthly meetings. Next meeting we will begin working with ETA to layout a development plan that will include creating a thorough inventory of what equipment we have currently, establish useful life of each piece of equipment and where it is in that life cycle, create a replacement plan for this equipment as well as a plan for further technology purchases down the line. This would be a continually evolving plan that will help the school committee see the needs and goals of the technology committee and use this for future budgetary planning.
- c. Organize Technology Documentation (Server)
- d. Establish Officers

Deferred Projects List

- a. Upgrade Mort & Front Office Computers
- b. Smart Boards
- c. Additional LCD TV's for remaining class rooms
- d. Upgrade Lab Computers – Option discussed for this was the use of Thin Client Networks. This involves having one host computer and a handful of remote stations that use the host to drive programs on the satellite units. Potential cost savings by not needing to buy a PC for each station.
- e. Project Additions & Removal (List by Importance and Feasibility)