

## St. Kilian Technology Committee Meeting Agenda

<b>Mort Zaydel</b>	<b>Joe Pawlak</b>	
<b>Mary Rauch</b>	Lynn Guyer	
<b>Karen Kapellusch</b>	<b>Greg Kubisch</b>	
Fr. David La Plante	Danny Dulak	
Greg Bell	Jeremy Olejnik	
Laurie Bieser (Ent Books)		

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

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**November 11, 2009**  
**7:00 PM – Library**

**I. Prayer**

**II. Review & Approve Meeting Minutes –Approved**

**III. Reports**

- a. Technology Development Plan – ETA put together a list of technology equipment present in the school to date. Also proposed a 5 year plan for replacement and updating aging equipment. First go round had some large costs associated with it so we need to find ways to reduce financial burden and possibly better justify upgrades. ETA was going to revisit the proposal and keep as many of the existing screens as possible, this will help shed a nice chunk of the cost. Some of the topics discussed regarding the plan:
  - ü Thin Client Disadvantages – Computers must share a CD rom so items based off needing a CD such as games will create some issues. If the main computer crashes so do all the sub units. One USB port is shared by all computers but an upgrade in Thin Client will allow for a USB at each station. Older programs don't always work.
  - ü Thin Client Advantages – Energy savings, longer life, can transfer licenses from old to new.
  - ü Thin Client – Next step, Chris said he could get us in to see how they work in his office and possibly get us a demo unit for the lab. We will need to see what we can set up before next meeting.
  - ü Inkjet to Laser printer shift – Ink jet cartridges are very expensive. Laser printers have a much lower operating cost. Unit in lab would cost about \$1200 to replace. Maybe we look at a print management system to restrict the number of prints each student is allowed, or the teachers as well. Hard to tell what actual cartridge costs are because everyone buys there own and come from different sources and funded differently. Any guess at savings would be a rough estimate.
  - ü Need to look into new switch for main hub as the one we have is on the slow side. Greg K will need to talk to Greg B to find out the age of the switch since we just replaced it with the completion of the hard wiring in the school.
- b. ETA Service/Reports – ETA has not yet supplied access to the service reports and is waiting to get inventory entered first. Should get this access in near future. Yearly cleaning was successful and completed 11/11. Chris mentioned that he has a contact that can take old computer equipment away for free if need be so let him know if anything is being tossed out.
- c. Financial Report – Recycle Rewards cut us a check for \$49.40 this past month for a shipment of cartridges so the current balance in the committee account is at \$8550.98.
- d. Teacher Survey/Training Update
- e. Entertainment Book Sales – Laurie is passing the torch on the Entertainment book sales. Do to declining sales and increased competition we are considering discontinuing the Entertainment book sales but would like to find something more original that we could

replace it with. Ideas such as selling pizzas, candy bars, or sending letters out looking for donations were all suggested.

- f. Plant Sale

#### **IV. Old Business**

- a. Election of Officers (Secretary & Treasurer) – Karen offered to handle the Secretary position.
- b. Hardwired network for school building – So far so good. No issues reported thus far. Next year we will plan to remove the old infrastructure.
- c. Budget
- d. Old Business Issues/Requests (Issues List Additions)

#### **V. New Business**

- a. Hunter Systems – Giftrak (collaboration with Development)
- b. Discussion on how to organize/store technology information – Decided that this info will stay in the lab but there was no success in finding a key for the file cabinet. Mary will see if she can find a functional locking cabinet in the school that she could swap out the existing one with and get these files secure.
- c. New Technology Issues/Requests (Issues List Additions)
- d. Upgrade from Office 2000 suite to Office 2007 – Mary R. did some checking and we currently we have 23 licenses in the lab. Mary got a quote to upgrade that was about \$1286. On top of this we would need to do the teachers computers which are currently 2003 and upgrade them as well, there are 17 of these units. Decision was to hold off on office and publisher upgrades for a while. One note was made that Soft Choice is no longer a preferred vendor and we would need to start getting our quotes somewhere else.
- e. Father wants to look at renting a camera for projecting to a monitor in gathering space. Chris H. says they make these, however not sure where we can rent one. Need to look into this further.
- f. Recycling of Epson Plotter cartridge. Look to see if Recycle Rewards takes these – (Greg K. looked at RR list and these cartridges were not on it.)
- g. POE bad that is feeding the music room (upstairs), this is the cable that brings power to the access point. The cheapest solution is to simply move the access point closer to an outlet and power that way. ETA will take care of this.

#### **2009-2010 Goals List**

- a. Development Plan: Budgeting, Infrastructure, Opportunity
- b. Establish Officers

#### **Deferred Projects List**

- a. Upgrade Mort & Front Office Computers – Outlined as priority in development plan
- b. Smart Boards – Update on Teachers Convention Smart Board Tour & Midwest Express Center Demo- Very successful, teachers really liked Smart Boards. Chris mentioned getting us a link to a Website filled with applications for Smart Boards which are all free.
- c. Additional LCD TV's for remaining class rooms – TV's may become un-needed if we go the route of smart boards so as we add the Smart Boards we could relocate these TV's out of those rooms and into the rooms without TV's.
- d. Upgrade Lab Computers – Outlined in development plan
- e. Project Additions & Removal (List by Importance and Feasibility)