

St. Kilian Technology Committee Meeting Agenda

Angela Little	Lynn Guyer	Greg Kubisch
Mary Rauch	Mary Braidigan	Mark Magruder
Karen Kapellusch	Justin Weber	Matt Wallner
Fr. David La Plante	Ryan Radschlag	
Greg Bell	Laurie Bieser (Ent Books)	

December 03, 2007
7:00 PM – Library

I. Prayer -

II. Review & Approve Meeting Minutes

III. Reports

- a. Financial Report – Currently the Technology Committees funds sit at about \$4,205 however there is still an invoice that needs to be paid for our Antivirus software that totals \$588.48
- b. Entertainment Book Sales update – The jury is still out but it sounds like the profits from the Entertainment Book Sales will come in around \$2,300-\$2,400

IV. Old Business

- a. Old Technology Issues/Requests (Update Issues List)
- b. ETA Meeting – The latest meeting with ETA revealed that rapid expansion on their part has lead to growing pains which have been the reason for our poor service. In the end there were some action items for both ETA and St. Kilian which are as follows:
 1. ETA - designate a single Tech and Maintenance person to handle our account.
 2. ETA - work on improving response times
 3. ETA - work on communicating changes to the system in a report to be generated upon each visit.
 4. St. Kilian - always submit requests via the website and start documenting issues in an email to ETA
- c. Teacher Survey – As of this meeting 12 teachers have responded to the survey. So far the comfort zone includes things like email and webgrader. There is a strong willingness to learn and most teachers would be willing to take 20-30 minutes after class to attend information sessions in order to learn more about other aspects of the computer systems/software. There was also a strong interest in having a flash drive for file transportation. Lastly it was brought up that we add a question concerning how the teachers are currently backing up their files in order to make sure the proper procedures are followed and are understood.
- d. Larger screen for Lab – Screen originally thought to be the one turned out not to fit in available space. Looking for alternative solution.
- e. Laptops – This topic has been deferred. Looking for IBM employee connection to get us a good deal on a number of low cost laptops.
- f. Webmaster – Still no volunteers for this position.
- g. Technology Social

V. New Business

- a. New Technology Issues/Requests (Issues List Additions)
- b. Website Training – Angela provided a quick overview, to the attendees of the meeting, of the behind the scenes construction of the St. Kilian website. We learned how to add pictures, links, text, etc. There was some discussion as to postings that could possibly be added to the Technology Committees portion of the web site such as minutes or other news pertaining to the Committee's activities.
- c. Goal Setting – Possible goals include:
 - i. Website Training
 - ii. Electronic sign(s)/Monitors
 - iii. Student ID cards
 - iv. Gym camera/Concession TV
 - v. Webcam in gym
 - vi. Fundraising/Plant sale
 - vii. Deferred Projects:
 1. Touchscreen for lunchroom
 2. Grade Quick replacement for Webgrader
 3. Edline (Online Family Access)

Misc:

1. There was some discussion about the condition of the existing computer used for the school and parish boiler system operation. Plan was to bring in new computer for day to day uses for the Boiler Tech (Dan) and designate existing computer as only for boiler operation. Currently this computer serves as both and is out of date. Attempting to move all the boiler communication software over to a single new computer could be more trouble then it is worth so simply purchasing a new computer to handle emails & day to day use and leave the existing computer alone may be a wiser alternative.
2. Also talked about idea of adding a projector to be used in class rooms. Currently one exists but it is a private purchase and not readily available for all other classes to use, but has proven to be a useful tool and is drawing more demand.
3. Still waiting on info back on issues with wireless repeaters that seem to be leaving some classrooms with weak if any signal.