District-wide Technology Committee Meeting
Thursday, October 14, 2021; 4:00 p.m.
Via Zoom Meeting

MINUTES

Members Present: Assistant Superintendent Keith Harris, Mr. Jason Rodakowski (School Board), Mrs. Stephanie Hunter (Business Manager), Mrs. Elisa Kensinger (DHS), Mrs. Carissa Decker (DMS), Mrs. Kristi Meidinger (Berg), Mrs. Dessa Russell (Heart River), Mrs. Kelly Smith (Lincoln), Ms. Emily Bren (Roosevelt), Mrs. Lexi Steiner (Elem. Tech. Integration Specialist), Mr. Troy Kuntz (Library Media Specialist), Mrs. Meagan Schlecht (DMS Tech. Integration Specialist), Mr. Mitchell Murphy (Technology Coordinator), Ms. Stacy Northrop (Technology Specialist), Mrs. Laura Hondl (Technology Specialist), Mr. Ryan Dukart (Technology Specialist), Mrs. Amy Wyant (Prairie Rose), Mrs. Chantel Heth (Jefferson), Mrs. Jacqueline Glaser (Prairie Rose), and Mr. Brent Seaks (School Board).

Members Absent: Mr. Brian Ham (DHS), Mr. Bryan Herrin (Berg), Mrs. Magdalyn Czech (Heart River), Mrs. Alicia Hutzenbiler (Jefferson), Mr. Greg Jung (DHS Technology Integration Specialist), Mrs. Greta Schweitzer (Lincoln), Mrs. Melanie Kathrein (Director of Instruction), and Ms. Marisa Riesinger (Library Media Specialist).

Call to Order – Assistant Superintendent Harris called the meeting to order at 4:00 p.m.

Approval of Minutes from the January 14, 2021, Meeting – The January 14, 2021, meeting minutes were approved as presented.

District-wide Technology Committee Purpose – Assistant Superintendent Harris explained the purpose of the committee was to make an executive judgment of the future of technology. He referenced the technology in the District's strategic plan.

Review Meeting Norms – The template meeting norms were available on the agenda. The norms were adopted as presented. Meetings will be completed at or within one hour.

Additions/Deletions to Agenda Items – There were no additions or deletions to the agenda.

Business Topics
Budget Presentation – A budget for the District's technology had been emailed to the team members. The current budget reflects a reduction of $146,339 in comparison to the 2020-2021 fiscal year. Each line item was summarized on the technology budget.

Update on 1-to-1 Rotation – Technology Coordinator Mitch Murphy explained during the next school year, the Chromebooks will be replaced in 3rd grade, 6th grade, and 10th grade. There will be laptops replaced out of ESSER funds at DHS, ECC, PRE, and DMS.

Mr. Kuntz inquired if the desktops currently utilized by staff members would also be switching to laptops. Mr. Murphy responded that all staff would receive laptops as a replacement machine. Office staff will receive monitors with their laptops. Mr. Kuntz asked about docking stations at each location for those that travel. Mitch stated that one docking station is provided at each home school, and any additional are around $150-$200 and would be a building cost.

Promethean Board Updated Schedule – DMS is the last big installation for Promethean boards. The installation will be complete at DMS over Christmas break. Current DMS teachers will be able to use their projectors during and after installation of the Promethean Boards until training has been offered to the teachers.

Future Meetings Schedule/Agenda Topics – The consensus was to meet on a quarterly basis potentially in December, February-March, and May. Topics to be discussed may include:
- Does the technology department meet the needs of the schools?
  - Some technology is on backorder due to global shortage.
  - Evaluating the technology programs and role of this committee and success of technology in the District.
- Provide guidance to the District in evaluating the current practices.
- Checklist for device set up
  - Checklist to include who is in charge of maintaining the device.
- Is the software being spent efficiently?
  - Procedure for acquiring software.
- Update on staff device rotations and implementation of Promethean Boards at DMS

Other – There were no other topics discussed.

Adjournment – The meeting adjourned at 4:44 p.m.