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Technology Committee Meeting Agenda

5/4/2016 6:00PM – RM 9 (Jeana Alber's Room)

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- **Roll Call**
  - In Attendance: Joe Burianek, Justin Gehring, Nick Bornt, William Poor, Kassie Larson, Mara Bertleson, Kevin Lacasse, Mr. Lacasse
- **Business**
  - **Old Business:**
    - **Great Laptop Hard Drive Swap –** Quick Update On Amount Raised: $6,240.42. A thank you video is still to go out.
    - **Summer Plan –**
      - No Money – No Purchases until 2016-2017. Justin will get final numbers to see if we have any left in any of our budgets.
      - Will spend remaining maintenance money on Speakers, Smart Software (possibly), and projectors if needed (per last meeting)
      - Will image and restore all laptops. Work on new inventory system
      - Will work on software for office check-in/check-out
  - **New Business/Open Forum**
    - **Laptop Collection Plan**
      - Discussion on the laptop collection plan. Last year, we collected 2 days before the last day of school (Wedesday after school), with a form. Similar to what we did on test day.
      - We will plan to follow the same plan as last year, collecting laptops the Wednesday before school gets out (2 days before).
      - Justin to send a survey and the plan to all staff to make decisions for next year
    - **Staff Training**
      - Discussion that we need to have a staff training at the end of summer on the various tech of MSA. Justin will work with John and Romelle to make this happen as part of back to school week.
- **Next Meeting**
  - Do we want to meet over the summer? Unless a directive comes from the board, or an issue arises, we will not be again until Fall 2016. Justin to send out email notifications if a meeting is needed.
- **Adjourn**