

**Technology Committee Minutes**  
**May 3, 2011**

Meeting was called to order at 4:00 p.m. at the Pana Unit Office Board Room

Chairman Schafer called the meeting to order.

Members present: Schafer, Beyers

Members absent: McCloud

Superintendent Present: No

Visitors: Scott Savage, David Dively

The committee discussed the following:

1. ***Approval of the Minutes from March 1, 2011*** - Motion by Beyers; Second by Schafer.
2. ***Budget Update*** - Mr. Dively gave a brief update on the Budget. At the present time, the district has expended 69.12% of the Technology Budget.
3. ***E-Rate Update*** -Mr. Dively reviewed the E-Rate Credits received by the district at the present time. The district started receiving credits for FY11 in February. At the present time, the credits exceed the monthly cost of the phone bills.
4. ***Projects/Student Administration Software Update*** – Mr. Savage reviewed the remaining technology needs for the FY11 school year and provided a list of potential needs for FY12. He explained that approximately 50 computers needed to be replaced at Washington and Lincoln Schools. This would be accomplished by purchasing 25 new computers and upgrading 25 existing computers. In addition, Mr. Savage explained that Mr. Lauff had requested a netbook lab for use at the Junior High. The lab would primarily be used by the science department.

Lumens WebSIS software has been ordered. Mr. Dively and Mr. Savage will be doing a closer review of the curriculum module before purchasing. Mr. Dively reviewed the stand alone programs and their costs that could potentially be replaced by the new program. Plans are to convert the data as soon as possible and provide training to the staff at the beginning of the school year. An extra institute day has been scheduled at the beginning of the year to help with providing the training.

5. ***Technology Personnel*** – Mr. Dively reviewed a draft copy of a job description for a new proposed technology position. The position would be titled K-12 Technology Integration Specialist. The purpose of this position would be to educate and assist teachers in the integration of technology. The position would be filled by a current staff member and would not result in any increase in personnel costs with the exception of 10 additional days at the per diem cost. The position will also be reviewed with the Finance Committee and will be recommended to the full Board at the May meeting.

6. Next Meeting Date: To Be Determined.

A motion was made by Beyers and seconded by Schafer to adjourn the meeting of May 3, 2011 at 5:45 p.m.

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Member

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Member