

## Technology Committee Meetings 2024-2025

**Technology Committee Members:** Stacy Hinz, Scott Peterson, Beth Jahn, Darren Fransen, Danielle Olson, Krystle Enninga, Lisa Hansen, Matt Zempel, Jeremy LeBlanc, Jenna Lecy, Jacob Suter, Rich Schneider.

### Thursday, May 15, 2025

1. Student Device Return
  - a. May 29 afternoon
  - b. Protocol -
  - c. Senior device return - May 23
  - d. Angie will handle BRE
2. Staff Computers:
  - a. Staff laptops ordered
  - b. Device exchange: will send out an email when staff can come exchange their old devices for new ones
  - c. Staff 2nd screens ordered and will be swapped
  - d. Desktops were ordered for locations where they are shared (library, front/reception desks, etc.)
  - e. H Drive - notification to move to the G-Drive
3. Live streaming issues/equipment
  - a. During board meetings - buzz is likely originating from the wired microphone, some board members lean away from their microphones and cannot be adequately heard
  - b. Microphone used during prom - no one could hear the speaker clearly
  - c. Board Room / HS Media Center - when casting - lags
4. Auditorium sound and projection:
  - a. Sound is poor ex. Baccalaureate (SP - may not be using the system correctly, may be running through the projector speakers only)
  - b. Will need to get a technician here to resolve issues with the projector (not very responsive to requests)
5. Software ordering - must be run through capital outlay
6. Last month's items - none needed to be reviewed
7. Business system changes - switching to SMART (payroll, PO's, etc.)
  - a. Authorization for purchases means that principals and directors will have different access
  - b. Staff will complete POs using the system