

**Orchard Middle School
Technology Committee Minutes
December 11, 2007
3:00 p.m. – Room 302**

Present: Bill Eagle, Paul Appel, Dan Myers, Terry Anderberg, Don Johnson, Tom Hackenmiller, Julee Accardo, Ron Brown

1. Review and Approve November meeting minutes:

Minutes were reviewed and approved as written. Have two more eMacs to set up in the lab. Have two more classrooms to finish setting up iMacs in. Noted that the mobile lab is getting some use, and there is a reporting feature in the scheduler to monitor this.

2. 2007-08 Tech Levy Budget:

Approximately \$5,400 available. Need to decide what we want to use this money for. We have met all our basic needs, so now could look at upgrading some items. Suggested that we purchase one digital camera and one video camera to be available for check out from the library. Will bring written requests with dollar amounts to next meeting.

3. Budget requests:

- a. \$183.74 – Projector mount for library lab. Approved.
- b. \$339.29 – DVD recorder for Channel One system. Can also record VHS onto DVD. Approved.
- c. \$323.95 – APC Smart UPS server for battery backup and shutdown of the servers. Need to move all building servers into one place so they can be connected to this. Approved.
- d. 32” television capable of connecting to DVD player. Denied. If necessary, we will purchase adapters to make what we have work. Projectors can be used to show video clips, and if speakers are needed we can purchase those. Approved an open PO to purchase these miscellaneous items as needed.
- e. Thumb drives for all staff. Denied. Do not want to purchase for everyone then not have them used. They are very inexpensive (less than \$20), so staff can use their individual budgets to purchase if they wish. Reiterated the need to keep these in a secure place so they are not stolen or lost.
- f. \$246 – CS3 software upgrade for building webmaster. Approved.

4. Next meeting

- January 8th