

Technology Committee:

Summary Description: Provide suggestions, recommendations, and advise related to the technology (hardware, software and infrastructure) used in the school.

Chair: Vern Lougheed (2013-2016) lougheedv@charter.net

Members and Terms:

Mike Grieger (2014-2017) mike.grieger@gmail.com

Ken Liebl kliedl@northfieldwifi.com

Standing Members:

Principal: Vicki Marvin vickimarvin@schoolofstdominic.org

Computer Teacher: Kelly Lynn kellylynnstantonnutt@schoolofstdominic.org

Members shall include: Principle, Computer Teacher, Parents, Community Members, and one member of SAC.

Length of term: 3 years (renewable)

Meetings: Monthly, or as needed

Time Commitment: 1-2 hours per month for meetings, and then individual tasks run 1-10 hours per month, depending on project needs.

Responsibilities:

- **Chair:** Set meeting dates and agenda, presentations/report to SAC and administration, budget/strategic planning, coordinating vendor agreements, fill in where needed.
- **Technical:** Focus on infrastructure, purchase recommendations for network, wireless, printers, etc.
- **Faculty Liaison:** Bring day-to-day issues occurring in classrooms to the attention of committee, make recommendations for purchases based on needs. Provide day-to-day support of devices (cable/adaptor replacement, iTunes cards, quick assessments of issues, etc.), report purchases to administration and committee.
- **Financial/Administrative:** Create and monitor budget: including income from fees and fundraisers, grants and donations, spending month-to-month, and projecting needs for future. Investigating, organizing or maintaining fundraising efforts (Auction, Give to the Max, SPARK, Carbone's, etc.)
- **Parent/Student Liaison:** Give feedback on the parent perspective: what do St. Dominic School parents want to see provided to their students? Help with communication of committee efforts to back families. Advise committee about suggested use of technology to retain and/or recruit students.

Reporting:

Initial report to committee via email from meeting notes. Forward approved and revised notes to the administration and SAC Committee Chair. In near future, create Google doc in approved, uniform format.

Action request: Recruit more committee members – a parent/student liaison, finance, technical