

**Southwest Telecommunications Cooperative
General Superintendent's Meeting**

Wednesday, March 10, 1999, 1:00 P.M.
Southwest/West Central Service Cooperatives, Marshall, Minnesota

Minutes

Superintendents Present:

Orlyn Wiemers	Minneota
Douglas Froke	Fulda
Steve Kjorness	Westbrook/Walnut Grove
Dennis Maasjo	Balaton
LeRoy Domagala	Adrian & Edgerton
Dick Gulbranson	Milroy
Tom Knoll	HBC
Bob Meyer	Comfrey
Dave Gehrke	Mt. Lake
Jay Haugen	Sleepy Eye
Joel Whitehurst	Cedar Mt.
Jerry Martinson	Lincoln High
Corny Smit	MCC
Chris Tomalla	Wabasso
Luther Heller	Springfield
Rick Ellingworth	Redwood Falls
Gery Arndt	Jackson County Central
John Brennan	RRC
Don Knutson	RTR
Rick Clark	Tracy
Greg East	SV-RL-B
John Widvey	Worthington

Others Present:

Lee Warne	SW/WC Service Cooperative Executive Director
Bruce Haug	SW/WC Service Cooperatives Director of RMIC
Rod Wrege	SWTC Director
Jerry Parker	SWTC Program Support Specialist

- 1.0 Call to Order
Orlyn Wiemers called the meeting to order Wednesday, March 10, 1999, at 1:00 P.M.

- 2.0 Opening Remarks
None

- 3.0 Adopt Agenda
The agenda was modified by adding: 5.4 - Desktop Video Pilot Project, and 7.3 - Year 2000 Workshop. Motion by LeRoy Domagala, second by John Widvey, to adopt the modified agenda. Motion carried.
- 4.0 Approval of Minutes from November 16, 1998
Motion by Greg East, second by John Widvey, to approve the minutes from the November 16, 1998, Superintendents meeting. Motion carried.
- 5.0 SWTC Operations
- 5.1 1998-99 ITV Chargeback
The ITV chargeback has been separated into 4 billings as requested. Payment and billing for the first semester has been completed. The billing for the second semester should be sent out in three or four weeks. An error was discovered on the formula used for figuring FICA and TRA, but it did not affect the total amount billed. This will be corrected for the second semester billing.
- 5.2 1999-2000 ITV Class Schedule
All Superintendents were sent a schedule with the final numbers as of February 15. We are continuing to build on that schedule. A schedule with additional ITV classes was distributed along with an evening class schedule and a proposed common calendar.
- 5.3 Handbook Revisions - Updates
A copy of the handbook revisions was mailed with the agenda for this meeting. Motion by Steve Kjorness, second by Luther Heller, to approve the ITV Handbook revisions. Motion carried.
- 5.4 Desktop Video Pilot Project
Rod presented a proposal for Desktop Video Conferencing as a way to enhance ITV and our data network. Motion by Greg East, second by Dick Gulbranson, to table the desktop video project until we have more information regarding the TAG grant. Motion carried.
- 6.0 TAG/Legislative Issues
- 6.1 TAG Enhancement Requests for FY99
130,000 TAG dollars are available for the desktop video project.
- 6.2 TAG Requests for Next Biennium
Funding requested for the next biennium is divided into two parts. The first part is to continue funding as it is. The second part is to convert the analog studios to digital studios. This funding will be phased in as existing video leases come due.
- 6.3 ITV Aid and Levy Sunset

The ITV aid and levy sunset is in process. There is a bill in the house at this time to have it repealed.

6.4 E-Rate Update

6.4a Current Year Funding Commitment Letters

Our TAG cluster is getting back about \$437,000 for e-rates. \$94,814 is the Plum Creek portion, \$298,924 is the K-12 TAG portion, \$43,747 is the SWTC portion. Of the TAG portion, 50% must be held in reserve for to buy down TAG funding for next year. That leaves \$193,209 available to SWTC to be used for telecommunications purchases.

6.4b Application Dates for 1999-2000

April 6th is the last date for having form 471 filed.

7.0 Miscellaneous

7.1 Next Governance Board Meeting

The next Governance Board meeting will be decided at a later date.

7.2 Next Superintendents Meeting

The next Superintendents meeting will be Wednesday, May 12, 1999, at 1:00 P.M., at the Service Cooperative in Marshall.

7.3 Y2K Workshop

TIES is putting on a workshop on April 13, from 3:00 to 6:00 P.M., for schools and other agencies to attend. The workshop will address what to do on January 1 if there is a Y2K problem. The cost is \$25 for up to three people. The \$25 comes back to the cluster for facilitating the workshop.

7.4 Rod presented information on web sites which are helpful for incorporating

technology into teaching. The sites are: www.mci.com/marcopolo
www.mci.com/community www.nationalgeographic.com/xpeditions
www.economicsamerica.org/econedlink www.sciencenetlinks.com
edsitement.neh.gov

8.0 Adjourn

Motion by Greg East, second by Gery Arndt, to adjourn the meeting. Meeting adjourned.

Respectfully submitted,
Jerry Parker, Program Support Specialist