

**Southwest Telecommunications
Governance Board Meeting**

Thursday, March 12, 1998 - 1:00 PM
Crossroads Restaurant, Marshall, MN

Minutes

Southwest Telecommunications Governance Board Members Present:

Douglas Froke	Fulda
Joel Whitehurst	Cedar Mountain
Greg East	Round Lake
Orlyn Wiemers	Minneota
Steve Kjorness	Westbrook/Walnut Grove
Dan Bearfield	Pipestone (Substitute for Jerry Horgen)

Others Present:

Rod Wrege	SWTC Director
Forrest Fosheim	SWTC Video Network Coordinator
Jerry Parker	SWTC Program Support Specialist

- 1.0 Orlyn Wiemers called the meeting to order March 12, 1998, at 1:00 p.m., at the Crossroads Restaurant in Marshall.
- 2.0 Opening Remarks
The decision making process for the ITV schedule was briefly discussed.
- 3.0 The agenda was modified by adding: 8.1 Satellite downlinks; 8.2 Charges for non-contract ITV sites. Motion made by Greg East, second by Joel Whitehurst, to adopt the modified agenda. Motion carried.
- 4.0 Motion by Greg East, second by Steve Kjorness, to approve the minutes from the February 4, 1998 Governance Board meeting. Motion carried.
- 5.0 Rod Wrege presented the FY1998 Operating Budget & Claims of Account. Motion by Greg East, second by Joel Whitehurst, to approve the Claims of Account. Motion carried.
- 6.0 METC/Legislative Update
Rod presented the METC/ Legislative Update. The House is currently looking at \$59,000,000 next year for the technology needs of schools on a per pupil basis.

Rod has submitted the e-rate applications for RCTN and SETN. The Applications for SWTC will be completed and submitted by Friday, March 13,1998.

7.0 SWTC Operations

7.1 Network Operations Report

Forrest Fosheim distributed a graph of the K-12 per site ITV usage for spring semester, which totals approximately 2100 hours.

Rod informed the board that we are in the process of increasing the Internet access bandwidth.

7.2 1998-99 ITV Schedule Update

Jerry Parker presented the updated 98-99 ITV Schedule to the Board. Two classes, Spanish I and Spanish II from Okabena, do not have the minimum of eight students. The students which are signed up for these classes do not have other options to take Spanish.

Motion by Doug Froke, second by Greg East, that we waive the eight student rule for the transmission of Spanish I from Okabena to Comfrey and Spanish II from Okabena to Edgerton. Motion Carried.

7.4 Acceptable Use Policy Update

Rod has sent an Internet policies questionnaire to the member schools and twenty-three have been returned. He will compile the information and bring it to the board.

7.5 Personnel Status

Rod has received about a dozen resumes for the technician position. Rod and Forrest will be interviewing students at Jackson and Mitchell.

7.6 Internet Server Status

Since our server is not year 2000 compatible and used continuously, Rod would like to purchase two new servers. He presented cost estimates for new hardware, software and installation. Rod will apply for e-rates for this project and has identified a potential funding service.

7.7 It was suggested that the handbook include a section for the Internet Acceptable Use Policy, and this section should indicate that a policy is under development and will be included when finalized.

Motion by Greg East, second by Doug Froke, to approve the handbook. Motion carried.

7.8 Equipment Inventory - SWTC Future Considerations

The ownership of the SWTC's equipment was discussed. It was recommended that we invite Lee Warne to our next Governance Board meeting to discuss ownership.

8.0 Other

8.1 Satellite Downlinks

There will not be an extra charge for curriculum related satellite downlinks.

8.2 Charges for Non-Contract ITV Sites.

Rod and Forrest will propose rates for non-contract ITV sites.

8.3 Status of Building in Windom

The SWTC may be forced to relocate. The Windom School Board is considering closing the building that SWTC is currently occupying. Rod will keep the Board informed about the status of this move.

9.0 Miscellaneous

9.1 Next Governance Board Meeting will be Monday, April 20, 1998, at 10:00a.m., at the Mediterranean Club in Tracy.

9.2 Next Superintendents Meeting will be Thursday, May 14, 1998, at 10:00a.m., at Key Largo, Lake Shetek.

10.0 Motion by Joel Whitehurst, second by Doug Froke, to adjourn the meeting. Meeting adjourned.

Respectfully submitted by
Jerry Parker, Program Support Specialist