

MSUG Steering Committee Meeting Minutes – December 7, 2010

Members Present: Amy Hall, Arthur Summer, Bette Dupuis, Bobbi Gorden, Carla Knowlton, Carla Zeismer, Charlotte Sosnoski, Cynthia Rakocy, Davida Pesick, Dawn Cruz, Jan Dodge, JC Morris, Joe Bouman, Julie Gould, Kathy Tunner, Kelly Holubeck-Gotts, Kevin Kickbusch, Mariann Martin, Robert Frost, Ruth Moore, and Teresa Coolman.

Skyward Staff Present: Steve George, Diane Mousseau

Via Adobe Connect: Brian Pickett, Cathy Flynn, JC Morris, Robert Frost, Susan Braden

President report: Bobbi Gorden called the meeting to order at 9:30am. Meeting began with round table introductions.

Secretary report: Joe Bouman thanked Jan Dodge for taking meeting minutes September 23rd. Introduction of new MSUG general members followed with Derrick Riches from Belding Area Schools, and Julie Gould from Eaton Rapids Public Schools. Welcome to MSUG Derrick and Julie.

Web report – Kathy Tunner reported that MSUG will have to transition from using Google Groups to share files and other various information to another solution, as Google Groups is becoming more limited and may soon be retired by Google. The team of Kathy Tunner, Kevin Kirkbush, and Joe Bouman will investigate other options and report progress and findings to the group. It was agreed that a group goal should be to provide a repository, allowing submissions of various Skyward-related documents, including report card and transcript templates, to be shared with other Skyward schools in the state.

Treasurer report – Jan Dodge reported a current balance of \$5,481.41. This is somewhat lower than this time last year due to outstanding registration fees that are still coming in.

Conference Report: Dawn Cruz reported an increase in participation, most probably due to web conversion. There was a total of 288 registered participants, and we fed over 300 people. Prior to this year, the highest enrollment was 225 participants. There was some increased conference cost due to jump drives, additional food, additional registration items, etc. Gifts for the raffle also contributed to additional costs. There were 61 free conference attendees this year. It was a record year and mutual excitement by the committee was expressed toward the overall success of the conference this year. Other reasons for increased attendance may have been due to new staff as a result of the retirement incentive offered last year. Joe Bouman noted that one concern for next year should be the status of wi-fi at the hosting site and that it is functioning properly.

RFE subcommittee report – No issues to report.

Next year meeting dates, March 29, 2011, June 28, 2011, September 20, 2011, and December 13, 2011. All are tentatively scheduled for 9:30am and will be held at the Holt 9th Grade Campus, 5780 West Holt Road in Holt MI. RFE “annual” meeting will not be necessary

Joe Bouman was nominated to attend ICON on behalf of MSUG. Carla Knowlton motioned, Davida Pesick seconded, motion carried.

RFE discussion with Steve George, Current list of approved RFE's need to be updated and verified whether we still want to do those. MI has 750 hours per year, 300 already spent, about 400 available for this year.

Election – By unanimous vote, the following MSUG members were voted/re-elected to these positions:

President - Bobbi Gorden, Vice President - Arthur Summer, Secretary - Joe Bouman,

Treasurer - Jan Dodge, Web Developer – Kathy Tunner, Conference Planning Subcommittee Chair – Dawn Cruz, Finance/HR SFE Subcommittee Chair – Carla Zeismer,

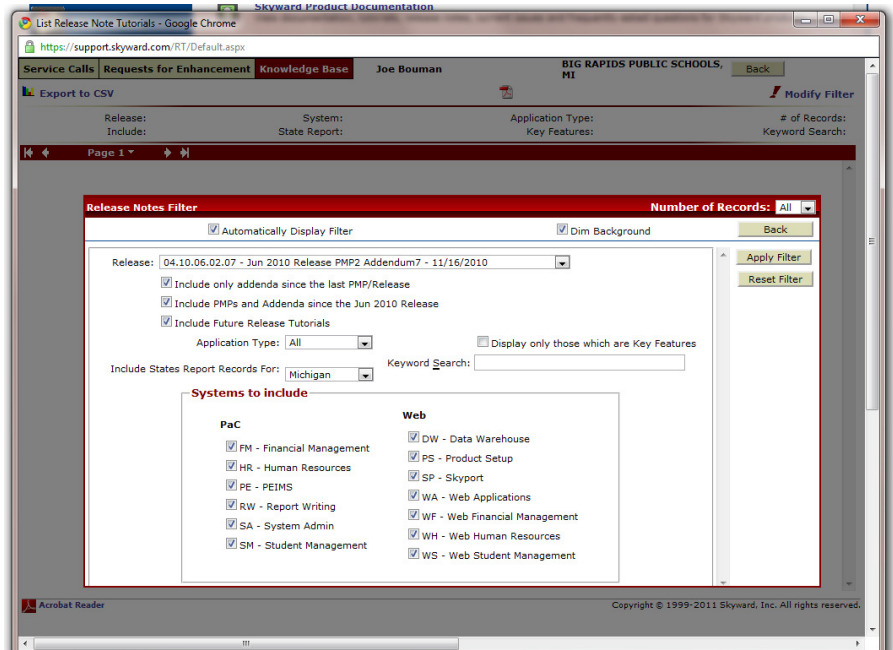
Student RFE Subcommittee chair – Carla Knowlton, and Charlotte Sosnoski was appointed as an MSUG trustee. Congratulations to all of our elected officers.

Updates from Skyward – Steve George and Diane Mousseau: Marquette has asked to host a Localized Training Session (LTS) for next year, tentatively on March 25th, 2011. Future LTSs will be scheduled in the spring and fall, but will take place via iLink. Charlotte Sosnoski suggested that Student and Finance LTS sessions take place on two different dates to allow individuals to participate in both sessions.

Steve shared Release note tutorials on the Skyward website. Log in to the Skyward Support Center, select “Documentation and Product Tutorials,” then “Release Note Tutorials.” Select all filters and only choose Michigan. Then check “display only those which are key features.” Apply filter. You will see the new key features that will be available on the next release or any future release available.

A new Student option is coming which will allow simpler printing of address labels for individual students.

New option: A teachers website link can now be incorporated into the class schedule and Gradebook within Family Access.



For the good of the order. There is an Early Childhood County error. Skyward moved where county is pulled from, and consequently, all counties need to be manually added. The 3win submission is going OK for most districts. In some cases discipline information, and entity demographics is either missing or difficult to make error free. Where in the web version do you change discipline suspension from hours to days?

Hope to have more information available regarding continuation, or changes to our current skyward@lists.remc1.net listserv.

EZ-Registration - Davida Pesick, Walled Lake Consolidated Schools, is moving forward with this project. MSUG may consider moving the June 28 meeting to Walled Lake Consolidated Schools to see a demonstration of EZ-Registration as part of the meeting.

Finance question, teachers receive stipend for certain number of students overage. Is there a report that runs class enrollment by date? Would the teacher attendance report suffice?

CEPI SRM discussion – Discussion followed regarding the best way to export and prepare data for SRM Submissions. This has been a challenging process for all districts involved.

General meeting concluded at 11:45 am

Lunch followed