

**StRUT MEETING AGENDA**  
**Monday – Oct. 21, 2002**  
**3:45 p.m. – 6:00 p.m.**  
**Prospect High School - Room 51 – Woodshop**  
18900 prospect Rd., Saratoga 95070

**Host: Roger Clapp 408.395.1358**

1. MICROSOFT SOFTWARE UPDATE (Cliff Monroe)
2. GRANT DELIVERABLES FROM THE ALLIANCE (Rendee Dore')
  - 2.1 Concepts for Achieving The Deliverables
  - 2.2 Common Site Goals (Gleaned from site visits )
  - 2.3 Written Site Goals ('02-'03) Due
3. COMPETITION DISCUSSION (Discussion - All)
  - 3.1 Confirm competition date (May 17?)
  - 3.2 Determine Ad-Hoc Committees
  - 3.3 Competition prizes, and goodies
4. ACTIVITIES FOR THE '02-'03 SCHOOL YEAR (Discussion – All)
  - 4.1 Workshops – Dates (Following the meetings?)  
(Troubleshooting, Bar Coding, Recycling, Windows Networking Essentials, High School Best Practices, Linux, Student workshop – printers, **Monitor testing**)
5. INVENTORY NEEDS (All)
6. TECH REPORT (Andy del Hierro & Robert Guest)
  - 6.1 Tech Activity – Bar code, & Access Software (Andy del Hierro)
  - 6.2 Distribution of Inventory (Site deliveries)
  - 6.3 Web Site Update(Andy)
  - 6.4 StRUT “junk” surplus items (Andy)
7. SOFTWARE ISSUES (All)
8. TECH CORP ACTIVITES (Anyone coordinating with them?) (All)
9. NATIONAL and STATE StRUT UPDATES (Cliff and Rendee)
10. OPEN FORUM (Accomplishments, Problems, Questions to be explore- All)
11. ADJOURNMENT

**ACTION NEEDED FOR THE Oct. 21 MEETING – The following are due:**

- Formal written 02-03 Goals
- Signed Policy and Procedure Forms (If you have not already turned them in)
- Discussion of Assessment tools the sites

**NEXT MEETING – Willow Glen Middle School**  
**Monday, Nov. 18<sup>th</sup> – Suggested Agenda Items:**  
Ad-hoc Competition Committees