

General Information:

In terms of General Information, the following tasks have taken place this month:

- Working with Andy Fair, ECTS Technology Technician, to learn existing processes.
- Onboarded Gabriel Miller and Kyle Eddinger (Summer Help). They have completed their paperwork and are starting to deploy new systems in Computer Programming and Graphic Communications.
- Working on learning how technology items fall in the various parts of the ECTS budget.
- Working with Administration Team for technology needs per the upcoming grants.
- Working on summer goals and plans before everyone returns in fall.

PIMS:

In terms of PIMS, the following tasks have taken place this month:

- Completed the C6 – Keystone Reporting and Accountability dataset submissions which do not pertain to ECTS.
- In the process of compiling and/or assisting with all the big C4 - End of Year submissions and C6 – Open All Year submissions for ECTS and RCTC due by June 30th (technically later but PIMS Maintenance is in beginning of July).
- In the process of working with Administration Team on verifying roles in PDE Applications and setting up new PIMS Reports Version 2 access.
- **Still Attempting to setup a meeting with another Technology Manager in another CTC to learn additional PIMS details relevant to our school.**

Data and Information Processing:

In terms of Data and Information, the following tasks have taken place this month:

- Spent a tremendous amount of time “decoding” SQL scripts and then annotating their purpose for various processes. Have a better understanding of Infinite Campus End of Year SQL Scripts and Phase I Admissions to Infinite Campus SQL Scripts. These involve interpreting where and how the data moves between systems. Thanks to Sandy Carr, Lesa Scalise, Joe Tarasovitch, Pam Lasher, and Dr. Walker for helping to read and interpret the scripts with me.
- Uploaded all of the new “admitted” students and returning students to the next school year calendar in Infinite Campus so that the office staff can begin scheduling students.
- Working on exploring what existing internal created database reports are still used and which are not.
- Primarily setting up a plan to implement SchoolMint tentatively in July of 2021.

Servers and Network Elements:

In terms of Server and Network Elements, the following tasks have taken place this month:

- Working with team from AEC Group on setup for discovery phase of network assessment plan.
- Working with Andy Fair and Summer Help to update Hardware Inventory for 2021-2022 Perkins and Other Fund Technology purchases as well as have an updated inventory for the fall.
- **Still Attempting to get a solid understanding of the main technology systems of ECTS.**

Software Applications:

In terms of Software Applications, the following tasks have taken place this month:

- Working on renewing all several technology software licensing options (i.e. Microsoft, Adobe). Many of them have a renew date of July 1st for the fiscal year.