

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.
- Working on meeting with current vendors to discuss existing contracts and processes.
- Working with Administration Team for technology needs per the upcoming grants.
- Established contact with the Regional Technology Support Group (RTSG) at the Intermediate Unit. Attended first RTSG meeting on May 20th.
- Working on recollecting all technology loaned for COVID or other reasons during the 2020-2021 school year.
- Still working on transitions with the new Computer Networking Instructor.
- **Working on getting two people for summer technology help.**

PIMS:

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

- Completed the C6 Course/Instructor dataset submission and ACS approval statement which included repairing several other previous submissions and several components in order to submit this submission. Much thanks to Sandy Carr, Joe Tarasovitch, Cat Doty, and Pam Lasher for helping to find all of the issues and getting them resolved for the submission.
- Looking into the next submission involving the Keystones reporting.
- **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:

- Still working on learning how data migrates between the SIS and other ECTS data systems.
- Begun the process of learning the existing process of converting data from our Admissions database to our Infinite Campus database. This has involved learning large amounts of code.
- Learning how to update information on many internal developed ECTS Infinite Campus SQL Reporting forms.
- Begun the process of planning for a website/forms repository discussion along with the organization of the shares drive. This process will take some time and involve multiple stakeholders to complete.
- Working with SchoolMint vendor to understand how their system works with Infinite Campus and also admissions data we will get from all our sending school partners.

Servers and Network Elements:

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

- Ordered three additional network printers to be used in additional areas in the school. These three additional ones will also be aligned to the management contract of ComDoc.
- Working with Paul Sachar regarding the Network Assessment Plan with AEC Group.
- Developing work instruction guidelines to help JOC board members for wireless devices as we transition to using BoardDocs at JOC meetings.
- **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 with FactAudio for streaming options for ECTS graduation this month.
- Working on a system to track contracts and vendors used by the Technology Department.