

General Information:

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

- Submitted the 2025-2026 Technology Budget (as well as the 2025-2026 CMN Budget Request) to Jessica Garnica for consideration into the budget.
- Finishing responsibilities as the Computer Networking Instructor of Record prior to Dan Cass's hire. Assisting Dan with his onboarding as needed.
- Attended (along with Dan Cass) to the Computer Networking field trip to Ford Office Technology corporate IT office in Connellsville, PA.
- Continue to lead "Tech Talk Tuesday's" which are every other Tuesday lunch and learn meetings for staff on various IT topics.
- Assisting as the Admin Support for ECTS Student Organizations (NTHS and SkillsUSA). This includes participating in the SkillsUSA Advisors Meeting at ECTS.

Renovation:

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

- Completing the last of the technology punch list items and working with vendors on the outstanding problems remaining from the renovation (i.e. intercom, cell boosters).
- Locking down and controlling all external vendors that need access to resources post renovation through secure VPN connections and controlling physical controls to the building.
- Working with Matt LaVerde, Frank Kimmel, Nicole Larson, Kelly McGrady about designs and plans for the new "Health Assistant" lab space next to Precision Machining.

PIMS:

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

- Submitted C6 December Student and Staff updates (not required) to reduce errors between PIMS submissions.
- Reviewing the 2024-2025 PIMS Manual and recent updates.
- Setting up the Internal PIMS Monthly Meetings for more accurate data for the 2024-2025 school year.

Data and Information Processing:

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

- Reviewing the 2024-2025 eRate funds and determining possible usages for the funding source.
- Working on a long-term solution for better record transferring between sending schools and our school.
- Resolving issues with SSO Integrations between ClassLink and Other Vendors.
- Assisting with Brittany Howell and Renee Heberle on new backend SchoolMint advanced topics.
- Training, assisting, and supporting various school personnel and sending school partners on the new backend layout and usage of SchoolMint.
- Working with Pam Pence on learning new Infinite Campus layout and tool modifications before new layout becomes required in 2025-2026 school year.
- Working with a Developer Consultant to help map and adjust existing SQL based reports.



Information Technology Department December 2024 Board Report

C. Michael Miller, Information Systems and Technology Manager

Servers and Network Elements:

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

- Onboarding and training our staff with MFA Implementation and other cyber security tools implemented as part of the Velocity Network Revised Titan Agreement.
- Resolving issues with default email addresses and new 365 mail server ensuring all staff use the correct email address as their default email address.
- Resolving issue with firewall controller and firmware updates issue.
- Working on fixing and resolving issues with Internet firewall and filtering rules.

Hardware and Software Applications:

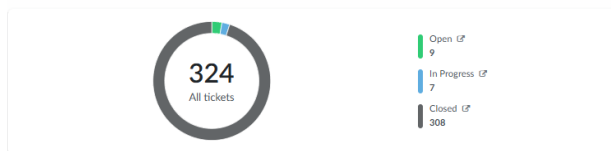
In terms of Hardware and Software Applications, the following tasks have taken place this month:

- Upgrading all conference room computers and instructional aide computers from Windows 10 to Windows 11.
- Reviewing what student computers are missing Dell Command firmware deployment tool installed on them from the mass redeployment that occurred over summer.
- Reviewing proposal and contracts for the upcoming end of life ComDoc printer and copier contract.
- Setup and trained Cara Vroman on the NetSupport School Instructor student monitoring software and will roll out to other instructors when time permits.
- Reviewing possible printer control software for better accountability of printing on campus.
- Updated and replaced our five year Office 365 license with our new five year Microsoft Office 365 license.
- Fine tuning the Genuity Ticket system views, reports, and filters.
- Andy Fair is working through specific IT post summer not completed tasks and various help desk tickets.
- Mike Miller is working on reviewing the Technology Rotation plan to begin planning for the 2024-2025 technology replacements, working on updating IT needs, and various help desk tickets.
- The technology department continues to prioritize and repair problems as all return to school and start to use network or network resources.

Ticket Responses

(August 23rd through December 12th):

Tickets by status



Admin background

Employee	Open	In Progress	Closed	Time Spent
AF Andrew Fair	0	5	94	31 mins
CE Cole Emerick	0	0	60	24 hrs 37 mins
MM Michael Miller	0	0	149	0 hr 0 min