

## **IT Systems Administrator Report**

### **October 23, 2013**

August, September, and October are the busiest time of the year for my position. New equipment is usually installed over the summer, other equipment all needs to be upgraded or refreshed, large projects take place over summer, there is a rush of students and staff returning, and a major round of state reporting is due.

1. New projects this year are ongoing. Due to supplier shortages, the telephone system installation was put on hold, but we are nearly ready to complete the project.
2. The first phase of the new wireless system is installed, and work will continue on adding additional access points in high traffic areas.
3. The wiring in the Business Ed lab is complete, and the new computers are installed and in use.
4. Staff has switched to Google Apps for Education (GAFE) for email, and are starting to use the additional tools for collaboration. High School and Middle School students will soon begin using GAFE as well. Installations of a new virtual host server and network equipment are also complete.
5. State reporting has also been completed. State reports completed include the Coursework Completion System (CWCS) for the 2012-2013 school year, Individual Student Enrollment System (ISES) year-end and third Friday in September reports, ISES Discipline report, and the October 1<sup>st</sup> Child Count report.
6. Upcoming projects include rolling out two new mobile computer labs that were purchase with Title 1 funds, a standard replacement cycle of teacher laptops, a digital signage project, and a new management system for mobile devices like iPads.

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IT Systems Administrator