

## TEAM SUCCESSES LAST WEEK:

- Uploaded AHS Fall pictures into AERIES
- Added new subs for sites into AERIES, emailed HR with that information and sites to let them know they can start adding student's
- Updated the tech webpage to reflect the change of rotation
- Attended end of year CALPADS training
- Reset cafeteria assistant's email password
- Reactivated student Gmail accounts and added a new students for a Gmail account
- Updated 21 student chromebooks that came back from the company
- Created the following Edgenuity courses for AHS
  - -English 9 EDG, English 10 EDG, English 11 EDG, English 12 EDG, Int Mth 1 EDG, Int Mth 2 EDG, Int Mth 3 EDG, World History EDG, US Hstory EDG
- # of laptops going back to sites on 04/08/2021, AES 11, RSMS 15, AHS 2, KC 2, TES 7
- Picked up the following # of laptops from sites
  - AES-20 laptops picked up, 1 going back to site on 04/22/2021, 7 being mailed out to company and 12 being worked on in-house
  - KC- 7 laptops picked up, 3 going back to site on 04/22/2021, 3 being mailed out to company, and 1 being discarded
  - TES-11 laptops picked up, 3 being mailed out to company, 7 being discarded, and 1 being worked on in-house
  - RSMS-19 laptops picked up, 3 being mailed out to company, 16 being worked on in-house
  - AHS-0 laptops picked up
- Reset computer login for staff.
- Worked on Special Education files.
- Emailed vendors POs for Services and or Materials.
- Processed purchases through Amazon
- Reformatted post secondary letters and corrected spanish translation.
- Ran query and uploaded file for renaissance- daily
- Updated inventory list
- Assisted students with a Clever login issue
- Updated wifi track sheet
- Met with Special Ed Program Director regarding the new transportation field in SEIS
- # of Wifi LTE devices going back to school sites 4/8/2021 RSMS-2, AHS-1, KC-8, TES-3
- Set up new voice amplification systems at TES.
- Finished Hanging up TV's post construction at AES.
- Attended/Presented Secondary On Track/Off Track priority report.
- Assisted set up of Retirement Information Meetings via zoom/boardroom
- Assisted with setup of special board meeting zoom connection and audio.
- Worked with EKC to provide IP addresses for old cameras to add to the new system.
- Attended Facilities update meeting with Mr. Sanchez and Chad Cunha.
- Assisted students/Parents with chromebook and wifi issues.
- Assisted students with clever login issues.
- Contact Zoom to inquire if there were any unreported issues this week, due to some issues we have been having.
- Finished final Temperature scanner kiosk device, once missing parts arrived from Turing.
- Delivered Televisions and Laptops to sites
- Replaced broken HDMI cables at AES that were damaged in construction.
- Assisted teachers with issues related to returning to campuses.
- Provided proposals for principals who were purchasing devices prior to P.O. Cutoff.
- Met with District Librarian about various software issues and new software installs on Chromebooks.
- Met with Ms. Bement concerning website information.
- Assisted the Business department with getting their check scanner for deposits working.
- Set up new laptops and desktops for new employee's, and staff.
- Repaired fiber at Tamarack between Cafe and Main Switch Distribution.
- Repaired fiber at Sunrise High school between Sunrise Classroom and Tech Building
- Hired Digitech Solutions to Reterminate fiber at AES between Library and Rm1-4 Wing.
- Repaired connection between AES Rm1-4 and Cafeteria.
- Replaced and reconfigured 2 switches that failed at Tech Office and AES.
- Performed Set-up and Attended Joint RSUSD Board and City Council meeting.
- Attended the CITE regional leadership meeting.
- Identified issues with Fiber termination at AES, pending completion by construction company

## CONTINUING TEAM OBJECTIVES

- Continue to prepare for the eventual return of students
- Will continue to monitor our Massive MiMo connection to home to make sure **ALL** students are connected.
- Still Planning for the next E-Rate Projects: Switch/Cabling project through SPURR.

## NEW TEAM OBJECTIVES

- Work with principals to ensure their needs are met. (continued)

## ISSUES

- A lot of fiber outages this week, TES, AES, Sunrise(All resolved)