LAN ADMIN MEETING

September 26, 2013



AGENDA

Agenda Item

Welcome Back/Introductions

Communications

Help Desk

Matching Program and Common Core

Project Updates

Maintenance Window – 9/27/2013



INTRODUCTIONS

- Technical Services
 - PC Services:
 - Christin Chavez
 - Nick Grange
 - Julie Hendrickson
 - Ernest Pullett
 - Tom Clark
 - Network Services
 - Sys Admin I
 - Ed Tech
 - Serena McKinney (TOSA)
 - Tom Fish (DB Specialist Schoolnet Support)



COMMUNICATIONS

Getting Support:

- helpdesk@iusd.org
- X 5060 (M-F, 7am-4pm)

Project/Issue Updates:

- LAN Admin Distribution List (IUSD Email)
- New Intranet Sites (Oct/Nov 2013)

Emergencies/Major Outages

- Transition to SchoolMessenger



HELP DESK REMINDERS

- Primary route for getting support from IT.
- Any technical issue, project request, or other need from IT should be submitted here.
- Emails sent to IT will be forwarded to the Help Desk and prioritized with other tickets.
- Expectations
 - 1-2 Days for initial response
 - > 1 week without an update escalates ticket to management team.



HELP DESK ACTIONS

- Verify default assignments for your site.
- Contact IT (helpdesk@iusd.org) for training.
- Encourage all staff to use the Help Desk system. Tickets can be assigned back to you.



MATCHING PROGRAM AND COMMON CORE

- Additional \$200,000 will be infused into the matching program this year to support SBAC preparedness. Process will remain the same for ordering.
- SBAC Testing Every site will need 1-2 up-to-date labs. Based on SBAC pilots, Desktops with hardwired connections are the best environment, followed by hard-wired, full-powered laptops.



MATCHING PROGRAM GOALS FOR THIS YEAR

- Make sure you have at least 1-2 full labs available for online assessments (laptops or desktops).
- Retire any Optiplex 600 Series or older.
- Make sure every computer is running Windows 7.
- Work with TACs to align long-term refresh planning with instructional needs.
- Assess infrastructure plan for wireless needs and report problem network areas.

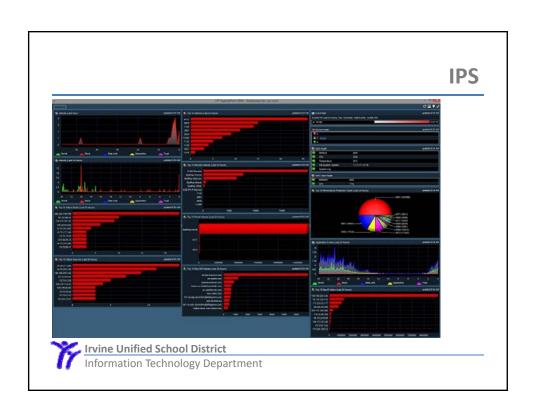


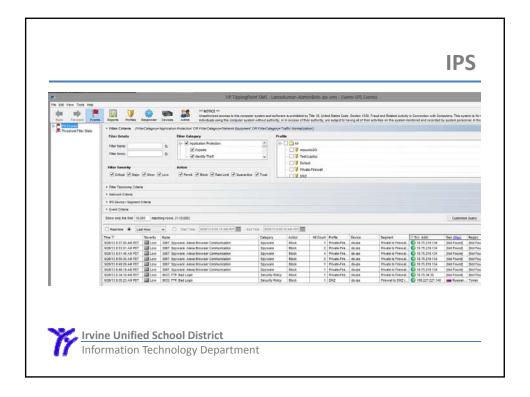
PROJECT UPDATES

Summer Work

- Filter (New Training Required)
- Notification System School Messenger
- PaperCut Upgrade
- H: Drive Quota
- IPS







ONGOING PROJECTS

- Projector Refresh
- Copier Replacement
- Imaging/Device Management Transition
- Aeries.net



PROJECTOR REFRESH UPDATE

Completed

Full Sites

- Venado
- Jeffrey Trail

New Classrooms/Enrollment Growth

- Stonegate
- Woodbridge HS

In Progress

- **Full Sites**
- University HS

New Classrooms/Enrollment Growth

- Canyon View
- Woodbury



PROJECTOR PROJECT (CONT)

Scheduled

• Irvine High School

In Assessment

- Woodbridge HS (Full Site)
- Northwood HS
- College Park

Next Up

- Creekside HS
- Lakeside
- South Lake
- Meadow Park



WHAT TO EXPECT

- Initiation Communication about Your Phase Being "Up"
- Assessment Multiple meetings and site walks to define needs.
- Validation Confirmation of the design and scope of work.
- **Procurement/Planning** Ordering and staging components; scheduling work and arranging site access.
- Installation Installation of all systems
- Close Out Confirmation that all work was completed to satisfaction.



SCOPE

- Mounted display in every potential classroom and meeting space.
- Reuse of existing mounts, screens and cabling where possible.
- Replacement of some teacher monitors.
- 2 Additional projectors for other uses



COPIER REPLACEMENT

- Current Contract with Xerox expires 10/31/13
- Bid expected to be awarded 10/1/2013
 - Image 2000 (Kyocera and Sharp Equipment)
- For those on the current Xerox Contract:
 - Respond to survey emailed late last week. Select copiers appropriate for your site.
- For those with copiers outside of the contract:
 - Leased copiers Buyout option or later opt-in are available
 - Purchased copiers Additional/replacement copiers can be added.



COPIER REPLACEMENT

- Copiers
 - 7 "Performance Bands" (4 B/W, 3 Color)
 - All copiers are networkable, provide scanning to email, and stapling as standard features included in the price.
 - Three-hole punch, saddle-stitch finishing, wireless, and scanning to searchable PDF are optional add-ons.
 - Pay Only for Machine Lease and Actual Use
 - No minimum amounts, no overages
 - Estimated 30% less than current contract for like machines/usage.



QUESTIONS

Next Meeting: November 14, 2013 – College Park

