

Technology Department Staffing Recommendations

Current Department Positions

Director of Technology and Child Accounting (1)

Coordinator of Technology (1)

Network Administrator (1)

Data Specialist (1)

Technology Specialists (3)

(Summer Student Interns (1-3))

Recommended Staffing Changes:

1. **Coordinator of Technology (Exempt) to Assistant Director of Technology (Act 93)**

New Added Core Responsibilities

- Supervise core technical team (System Administrator, Network Administrator and Data Specialist)
- Assist the Director in planning, development, and management of all district Information Technology
- Lead administrator on infrastructure projects
- Lead administrator on network, system, and end user device security.
- Leads integration of district technology in coordination with the departments of: Human Resources, Curriculum, Business, Facilities, Pupil Services, and Safety.
- Responsible for working with District Directors in leveraging use of existing systems to improve ROI and increase efficiencies.
- Responsible for key system management and server infrastructure.
- Removing items listed under System Administrator below.

2. **System Administrator (Exempt Position – New)**

- Focus on device and account management (advancements with SCCM / InTune / Azure Active Directory / Multi-Factor Authentication)
- Responsible for district systems (Office 365, Google Workspace)
- Assist in support of existing and new district integrations
- Responsible for portion of server infrastructure
- Support the Director in oversight of student interns
- Support end-user training in areas of classroom programs and technology not covered by the Curriculum Department's coaching model

Rationale:

- End user device management, support, and responsiveness to 1 to 1 program
 - Same level of staff prior to Covid with 2,100 devices to 4,600 student devices with increased use of and dependency on the technology tools/resources
- Ever growing requirement to manage/address security threats/vulnerabilities (Cyber Security Threats)

- Increased number, complexity, and continual need for integration of network dependent systems such as video (420 cameras (doubled in last two years)) surveillance, HVAC systems, monitoring systems, student learning platform, phone system, and educational software.
- Need to better leverage existing systems – Power School
- Need for planning and development of future programs and changes on the horizon– e- Sports, phone system migration plan, Windy Hill Farm, Storage Area Network replacement, facilities improvements, renovation, and construction (High School/Worcester in near future)

Costs:

CURRENT POSITION - Next SY			NEW POSITIONS - Next SY		
Coordinator of Technology	24-25		Assist. Director of Technology		
Salary	\$ 113,985.62		Salary	\$ 120,985.62	
Health Benefits	\$ 1,959.55		Health Benefits	\$ 1,959.55	
SS & PSERS	\$ 23,737.51		SS & PSERS	\$ 25,195.26	
Life	\$ 51.00		Life	\$ 51.00	
Total Anticipated Costs	\$ 139,733.68		System Administrator		
			Salary	\$ 85,000.00	
			Health Benefits	\$ 28,755.04	
			SS & PSERS	\$ 17,701.25	
			Life	\$ 51.00	
			Total Proposed Costs	\$ 279,698.72	
			Varaince	\$ 139,965.04	

Recommendations:

- To approve the job descriptions for Assistant Director of Technology and System Administrator effective July 1, 2024.
- Appoint Christopher Kleinguenther, current Coordinator of Technology to the position of Assistant Director of Technology and to post for the position of System Administrator effective July 1, 2024.
- Eliminate the position of Coordinator of Technology Effective July 1, 2024.