



Brookings School District

Working Together...Educating with Excellence...Inspiring Learners for Life

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TO: Board of Education

FROM: Jason Smidt – Director of Technology and Knowledge Management

RE: Technology Administrative Report

DATE: 9/3/2021

The Brookings Technology Department is excited for the start of another school year here in Brookings. It's great to see the students and staff back in the buildings after a great summer. Our staff was extremely busy this summer working to get the technology resources ready for the 2021-22 school year. Below, I will be recapping some of the big projects we did this summer and some of the projects we have during this school year. I also would like to thank our staff for all their hard work. Our department could not do our job if not for the help from our teachers and administrators. I also would like to take this opportunity to thank our technology staff. I'm so grateful to work with such a great group of people. These staff are the people who keep our district running smoothly.

Adam Vaux
Travis Vlaminck
Kory DeGroot
Theresa Crawford

1. Summer Projects

- a. We also had a large amount of summer projects that were completed before the start of the school year. Here are some of the big projects we completed this summer.
 - i. BHS 1:1 devices
 1. Packaged and sent back old lease devices
 2. Received, opened, and image 1200 new student devices
 - ii. Imaged all MMS 1:1 devices
 - iii. Checked out devices to student 4-12
 - iv. Upgraded switches at BHS, Dakota Prairie, and MMS
 - v. Installed new mobile Promethean Interactive Boards multiple schools
 - vi. Rolled over programs to 2021-22 school year (Canvas, Ren Place, state email and google accounts, and other software programs)

- vii. Installed new TV mobile carts for BHS classrooms to replace SMART Boards
- viii. Removed old Wi-Fi infrastructure at BHS and installed a new Wi-Fi system
- ix. Upgraded to a new print server with new print management software (Papercut)
- x. Upgraded multiple servers
- xi. Implemented new devices for TAs
- xii. Installed new SMART Board desktops at Medary

2. Amplification Systems

- a. I have been working on getting some feedback from our staff members who have had amplification systems installed. So far we have had very positive feedback. I will be putting out a survey to our staff to see how much they use it and how well it works. We also have more staff interested in amplification systems.

3. PaperCut

- a. We are implementing a new print management software called PaperCut. This program works directly with our devices from Century Business Products. This program is going to really streamline our backend of the printing process. It will be a much more efficient program. Our new copiers will be in at the beginning of September. Some of the hardware on these devices were behind schedule due to the Covid-19 Pandemic.

4. Phishing Scams

- a. Once again I want to address phishing scams. Our peers at the city level and the state level have warned us about an increase in spam and malicious emails. Our email is through the K12 Data Center as is many of the districts in South Dakota. We are so lucky to have such a great system to connect all our staff, students, and districts in SD. They also do a great job of blocking most spam and malicious email but sometimes things can get through. Below are a few recommendations to help keep you safe from phishing scams
 - i. Never provide your credentials
 - ii. Report phishing emails
 - iii. Look at your emails carefully
 - iv. We will never contact you to verify your K12 account or ask for your credentials
- b. Here are some questions to ask yourself if you think you received a phishing email
 - i. Am I expecting this email?
 - ii. Who's the sender?
 - iii. Does the sender's name and email match?

- iv. Does the message make sense?
 - v. Is the sender using proper spelling and grammar?
 - c. And remember, if you have any question, please forward it on to our Tech Department or Help@k12.sd.us Here is a link to a great video from the K12 Data Center that talks about phishing scams
<https://members.k12.sd.us/in/Support/Faqs.aspx?id=1328>