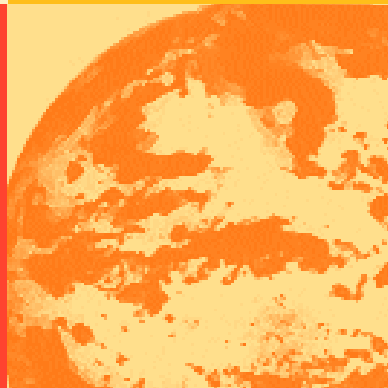
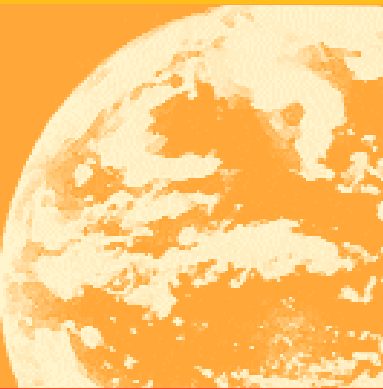


Educational and Administrative Technology Services

2001 ANNUAL REPORT

December 2001



OUR MISSION

To provide leadership in the areas of
both educational and administrative
technology services to the district and
to school sites.

Embraced by Faith. Inspired! *to serve.*



EDMONTON CATHOLIC SCHOOLS

GOALS AND ACCOMPLISHMENTS FOR 2000-2001

Educational and Administrative Technology Services is involved in all aspects of Edmonton Catholic Schools operations. We share in the responsibility of ensuring that our staff and students have effective technologies so that they can fully express their God-given talents.

In order to appropriately service the district we must always be visioning, evaluating and preparing for the future. This ensures that we are in a constant dynamic environment of learning and change. We are a team of dedicated individuals who function in the stressful environment of constant change, learning, improvement and tight time lines.

Educational and Administrative Technology Services in the second year of its operation accomplished several initiatives in each of its four major areas of responsibility: data, infrastructure, curriculum and staff development.

ENHANCED NETWORK INFRASTRUCTURE

- Proposed increase to the internet bandwidth and WAN speed.
- Researched and deployed an improved Internet solution.
- Researched and developed a cascade proxy server strategy.
- Enhanced the software license tracking system.
- Refined existing site based technical support models.
- Tested and designed strategy to upgrade basic productivity software.
- Increased the stability and efficiency of the network.

ENHANCED CURRICULAR USE OF TECHNOLOGY

- Increased integration of technology within the curriculum.
- Expanded the school technology academic renovation strategy (STARS) program.
- Developed technology descriptors for the elementary report card.

ENHANCED THE DISTRICT INTERNET/INTRANET PRESENCE

- Improved the district corporate web presence.
- Increased the functionality of our Intranet.
- Implemented an IMC online booking system.
- Provided web-based email for all staff.
- Provided internal web-server space for all schools.

ENHANCED DEPARTMENT COMMUNICATION

- Worked with Advisory Committee to develop 3 year plan.
- Developed web site with current technology information for schools.
- Increased the functionality of our help call centre.
- Decreased the response time of dealing with support request calls.

ENHANCED STAFF TECHNOLOGY SKILLS

- Developed a computer curriculum for support staff and administrators.
- Provided on-line skill training.

ENHANCED ADMINISTRATIVE DATA FUNCTIONALITY

- Increased the functionality of the student records environment.
- Implemented Classxp for attendance and discipline tracking.
- Increased effectiveness of reporting capabilities.
- Increased the integration capabilities of data applications.
- Developed and deployed a Parent Problem Call Tracking system.
- Established CentreView as the web-enabled strategy for the integration of all data within the district.



FUTURE GOALS

1. EATS DEPARTMENT

Promote effective use of technology to support district goals

- Publish a department newsletter.
- Highlight district best practices in the use of technology.
- Link all departments and school sites on the ECS Web site.

Promote the use of the LAN and WAN

- Increase curricular use of the internet.
- Support schools taking attendance electronically.
- Establish Integrate Pro as a web based application.

2. EDUCATIONAL INFRASTRUCTURE

Increase the capacity of the district's infrastructure to enhance both instructional and administrative capabilities

- Improve district infrastructure's ability to deliver meaningful learning content.
- Use the district's infrastructure to enhance service levels.
- Provide leadership in the effective use of technology to support the teaching and learning environments.
- Develop the technical skills within the department to maintain and develop quality systems that enhance and support the district's goals.

Begin the process of migrating the entire district to Office 2000 running on Windows 2000

- Establish and communicate to schools the minimum standards required to migrate to Office 2000.

3. ADMINISTRATIVE DATA

Develop a strategy for capturing and integrating all required data within the district.

- Provide a set of applications to improve the functionality of all administrative support data.
- Develop CentreView as the web enabled point for accessing all district data.

Develop a suite of web enabled reports, to provide internal and external users with administrative tracking and strategic decision making tools.

Support an effective Call Centre to log, track and resolve both technical and application problems encountered by ECS users.

4. CURRICULAR INTEGRATION

Facilitate the effective use of technology in the classroom to enhance learning and to meet ICT outcomes.

- Assist schools with technology planning for information and communication technology implementation.
- Work with district staff and students to plan and model technology integration.

Promote use of the Internet within curricular - based activities.

- Assist teachers in planning activities that utilize online resources and proxy services.

Plan an effective implementation strategy to bridge/combine ICT and CTS curricula.

5. TECHNOLOGY ENHANCEMENT

Develop and implement a computer training curriculum for support staff and administrators

- Put in place policies and procedures for secretaries and administrators.
- Provide ongoing inservicing for teachers, secretaries, and administrators.

Research and propose procedure for implementation of Office 2000

- Offer on-line training and ongoing inservicing.

Move all Junior and Senior High schools to use Integrate Pro

Pilot web based Integrate Pro

BUDGET

Salary & Benefits
2240713.00

Operating Expenses
1159862.00

Total
3400575.00

SURVEY SAYS...

Our second annual survey will serve as a tool to help us improve our service to the district. The percentage of various staff groups who have indicated overall satisfaction with the service we provide is as follows:

OVERALL SATISFACTION

	2000	2001	%Increase/Decrease
District	55.9	65.0	16.3
Administrators	68.8	82.8	20.3
Teachers	47.8	58.4	22.2
Support Staff	76.5	75.4	-1.4

5 ITEMS WITH HIGHEST AGREEMENT

The district has effective e-mail for administrators	95.5	93.4	-2.2
The technology infrastructure supports administrative needs	76.3	83.5	9.4
I am knowledgeable about the Information and Communication Technology program of studies	79.3	81.3	2.5
The district is moving in the right direction in its use of computer technology	76.9	79.6	3.5
I am aware of the district technology plan	80.0	78.2	-2.3

2 ITEMS WITH LOWEST AGREEMENT

I am satisfied with the information provided by SASI.	46.9	53.9	14.9
The technology department consults effectively with educators	40.5	51.1	26.2

EATS SATISFACTION SURVEY

