

Monthly Report to the Board of Education

June 2018 – Report for May Work Orders

From 5/1/2018 through 5/31/2018, 45 help desk tickets were submitted. Of the 45 tickets submitted, 23 have been completed, closed, were duplicate tickets or were forwarded to maintenance.

Work orders per building

Location	Submitted	Closed	Percent
Central Office	2	2	4.4%
HHS	10	5	22.2%
HMS	6	2	13.3%
Johnson	10	7	22.2%
Moyer	9	4	20.0%
Woodfill	8	3	17.8%
Total	45	23	100.0%

Work orders per assigned worker

Support Personnel	Work Orders Assigned	Work Orders Closed
Gay, Jason	0	0
Griffith, Stephanie	0	0
Help Desk	0	0
Johnson, Jody	0	0
Martin, Andrew	6	3
Martin, Susan	0	0
McGhee, Diana	6	6
Mercer, Brian	0	0
Neltner, Heidi	0	0
Robinson, Laura	0	0
Scott, Van	24	12
Winkler, Matthew	9	2
Zimmerman, Marie	0	0
Total	45	23

Respectfully Submitted
6/11/2018

Mrs. Diana M. McGhee
Director of Technology and Information