

EduTech Steering Committee RIT Inn & Conference Center December 7, 2010

Members Present:

Bruce Amey, Avon
Joe Backer, Letchworth
Maria Ehresman, Williamson
Mike Glover, GV Educational Partnership

Tim Hayes, Geneseo
Jim McNeil, WFL BOCES
Camille Sorenson, EduTech

Members Absent:

Bob Leiby, Manchester-Shortsville
Greg Macaluso, GV Educational Partnership

Terry MacNabb, Waterloo
Joe Marinelli, WFL BOCES

Guest:

Chris Saxby, EduTech

EduTech Operations: Camille Sorenson

How do we continue to handle increasing volumes when head count and budget flat? It is not by chance, it comes from quality staff and EduTech routinely looking at processes and how to make them more efficient. EduTech has done a lot of things that have allowed us to add volume without adding staff.

Sorenson indicated that in 1998 when she arrived at EduTech everything was manual. Over the years we have reengineered the process and implemented technology where it makes sense. The SAA system has been improved through automation. SAA is a job management system that walks your request through the system. Automated emails are sent to staff that need to be a part of the process. SAA feeds into the billing system that we also developed. We use to make small deliveries to schools; now if the tech is going they bring the equipment. Electronic Data Interchange – we are looking at developing a system with our larger vendors that we can have an electronic relationship instead of faxing PO's. Need to be careful of the audit process and will work within that.

Staffing, when someone leaves we look at do we need to replace them or has the job changed; we bring temporary staff in for peaks times.

General work flow: the 12 RICS also share the work load. Broome RIC bids on internet service with the power of the 12 RICs.

EduTech Meetings: Camille Sorenson

Camille thanked the committee for their time. These meetings allow Camille to confirm through the committee that EduTech is going in the direction that the committee wants. It helps with the management of expectations and feedback.

The April meeting will focus on instructional technology. Camille asked Kelli to talk about what we are doing from the instructional technology point.

Bruce Amey asked what safe way for districts to open up is there. Are we preparing are students to prosper in a global community when we keep locking down the technology?

Mike Glover spoke to the paperless assessment system. Most of our schools won't have the capacity. What technology is available? Camille stated that this would be a good topic first meeting of next year.

Bruce Amey asked if Kelli is familiar with Verizon's relationship with Mt Morris with the netbooks.

EduTech 2011-2012 Budget

Camille presented the 2011-12 budget, as it was presented in November. At this point Camille is looking for a recommendation from the committee to proceed with the budget we have now. Budget sees increases in contracted salary and fringe with reductions in all other categories.

Committee agreed to proceed with the budget as is.