

EduTech Steering Committee Meeting Minutes
RIT Inn and Conference Center, November 8, 2016, 8:30 to 10:00 AM

Members Present:

Scott Bischooping, WFL BOCES
Greg Bump, Mt. Morris

Chris Dailey, Batavia CSD
Camille Sorenson, EduTech

Members Absent:

Paul Alioto, Dansville CSD
Mathis Calvin, Wayne CSD
Mike Hayden, Clyde-Savannah CSD

Kevin MacDonald, GVEP
Julie Reed, Letchworth CSD
Marty Rotz, Romulus CSD

Guest:

Chris Saxby, EduTech

Camille Sorenson began the meeting by welcoming everyone to a new school year. Today will be the first presentation of the 2017-2018 EduTech budget.

EduTech services the 47 school districts of GVEP and W-FL BOCES; covering 8 counties in the 3600 square mile region serving over 58,000 students and staff. EduTech also provides services to 30 school districts in Monroe #1 BOCES through a variety of cross contracts. (E-rate processing, cafeteria software, finance systems support). We also serve nearly 600 districts in the state through our ASAP (regents scoring system) We also serve numerous other districts, BOCES through our AccelerateU online learning for students.

Services we provide:

Application Software (student, finance, IEP, cafeteria)

LAKENet (Internet, Email, delivery of web applications, redundancy, forensic investigations)

Support of state assessment administration, State data collection/warehouse, Data analysis tools, Regents scanning
Network design

Hardware and software procurement and installation

Technical and Application problem resolution

Shared Staff – Technical, Data, Technology Coordinator

Instructional Technology-trainings, online courses, student and staff

Renewals –

We process \$4M in software/hardware renewals a year. The summer of 2015 a project team was assembled to evaluate the workflow to allow us to process more efficiently and implement a tracking system. Working through this process we developed a better way of tracking software, and changing the final request districts receive showing when software and hardware maintenance expires. We now have a database of all the items renewed and are able to process more efficiently. Beginning summer of 2016 we started inputting data, tracking it, with an anticipated date of January 2017 to incorporate into the Final Request for Services.

However, now a new challenge was created. Because most contracts expire June 30, this flooded our purchasing department at the worst possible time - during the end of year, beginning of year rush. The bottleneck was shifted from renewals to purchasing. We will be looking at perhaps moving renewals to another date over the next few years as well as other thoughts to improve the purchasing workflow.

A question was raised in how Smart Schools has impacted EduTech. To date, it has not had a significant impact on the EduTech operation, the number of plans approved by the state is low.

Scott asked if we could provide a screening before sending projects to State. Camille doesn't feel we have enough history at this point to answer questions. Scott will suggest SED train RIC personnel to handle some of the questions.

Shared Staff/Services

Currently have over 40 shared staff

17 districts utilize shared Data Coordinator service

10 districts utilize shared Coordinator of Technology service

25 districts utilize shared Technician service

New title created - Coordinator of Technology Integration.

Online Testing: Update

Last year 29 districts conducted 3-8 CBT Field tests. Questar model was successful.

In 2017 you will be able to field test as well as administer the operational test by grade, by subject/test, by building.

LeRoy Office

We have renewed the lease on EduTech LeRoy Office building for another 5 years.

2017-18 Budget:

Presented was a proposed expenditure budget of \$15.663 million, an increase of \$297,047 or 1.93%. This results in a 1.93% increase in EduTech service pricing and a 3.75% increase in pricing on shared staff, all titles. Installation charges will remain as is, no change, the GVEP Administrative fee remains at 1% of 15-16 services.

EduTech often looks at and reviews what services we are providing and how we price. After the budget was presented for 2016-17 we looked at how we are pricing guidance service and we no longer charge for this service. We also looked at the way districts were using VMware and how we were supporting the service, for 2017-18 we reduced the price of this service by 35%.

Over next five years we will look at the services we are providing for assessment processing in light of the move to computer based testing.

Greg Bump asked that we continue to look at the vendor scoring model that CNYRIC/OCM is using as an option. Currently Mt Morris uses staff development days to score assessments, they would rather use those days for staff development. With the shift to Questar, all extended responses are stored digitally in a database, you have the ability to score electronically. NYSED is allowing the vendors to access the Questar system for scoring which would make the shift to the CNYRIC model an easier transition in the next few years. Mt. Morris volunteered to pilot. Camille offered to study the option for 2018.

Chris Daily asked what schools can do to help EduTech. Camille indicated that 'managing expectations', reminding districts of the regionally agreed to benchmark of 4 months from SAA district signoff to implementation would be helpful. Camille mentioned that many installations have changed. Many districts are reconfiguring their network, more wireless, thus the makeup of summer installs has changed. Managing expectations would be especially helpful with Smart schools.

Camille asked the committee how they would like her to proceed. Chris Daily will share information at GVEP CSO meeting November 17. Scott suggested Camille contact a WFL representative to see how they want to proceed.

Forensic Services

A question was raised at last meeting regarding information on forensic services. A summary of the services and volume of requests was provided. Greg Bump shared an experience they had at Mt. Morris, they were grateful for the service.

Next Meeting: December 5, 2016, 8:30 to 10:00 AM, RIT Inn & Conference Center.