

CHAPTER 793 PLAN

2007 – 2012

TECHNOLOGY SERVICES

FOR THE

**South Central
Regional Information Center**

**BROOME-TIOGA BOCES
DELAWARE-CHENANGO BOCES
OTSEGO-NORTHERN CATSKILL BOCES**

Approved by Regional Advisory Council

December 8, 2006

Section 1: Five-Year Summary

The regional plan for using technology within teaching and learning falls into the three priority areas shown below.

- To provide quality resources and research-based professional development in the use of educational technology to improve learning and achievement
- To implement an efficient, secure, highly functional, and meaningful data system.
- To plan, manage, and maintain a secure, reliable, regional network

In addition to these objectives within these priority areas, The Regional Information Center is committed to:

- Enhancing planning services to better meet district needs
- Revising and developing service plans
- Providing districts with regular reports that describe district participation and services that The Center provided for the district
- Analyzing COSERs for future aide possibilities
- Aligning staff and programs to eliminate redundancies and mitigate gaps, reorganizing teams as necessary
- Update process for developing regional standards
- Provide strong leadership through research and market analysis

PROVIDE QUALITY RESOURCES AND PROFESSIONAL DEVELOPMENT FOR INTEGRATION OF TECHNOLOGY IN CLASSROOMS

Rationale: Solution to digital divide, capacity of staff and community, strategies to support student learning; support the expectations for curriculum and instruction that teachers informational literacy; provides access to quality content, instructional practices for imbedding technology in daily classroom practices.

1. Imbed technology in the delivery of all professional development in The Center

- Implement “smart classroom technology” in all conference rooms in BOCES
- Implement “podcasting”, blogging, videoconferencing in delivery of professional development
- Identify and model best practices in the use of technology in the classroom

2. Align educational technology initiatives around the school improvement initiatives of BT, DCMO, and ONC BOCES (including literacy, math, differentiated instruction, academic intervention, and information/technology literacy

- Define and develop project for evaluating how implementation of technology in learning impacted student performance
- Define role of e-learning (on-line learning, blackboards, blogs, etc) on student performance
- Define essential student competencies in informational/ technology literacy. Develop a tool to audit regional curriculum and assessment of these competencies.

IMPLEMENT EFFICIENT, SECURE, MEANINGFUL DATA SYSTEMS

RATIONALE: Solution for seamless, on-time access to data and reports, meaningful data, and additional state and federal requirements. Solution for information management for us and for our customers

3. Initiate SWPL Project (SIF, WEB, PORTAL, LDAP)

- Phase 1: INTEROPERABILITY PROJECT (Connecting data management systems for purpose of exchanging data seamlessly across multiple systems)
 - Project focus: Horizontal SIF
 - Cleartrack and supported SMSs
 - SMSs and Cafeteria and Library systems
- Implement Phase 1 “WEB/PORTAL/LDAP”
 - Research system requirements for web portal (access, costs, resource requirements)
 - Design a strategic initiative for web portal for RIC and/or BTBOCES.
- Review ALL management systems and applications for SIF compliance and potential data share.

4. Create data warehouse and query structure to support SED mandates and additional data elements and queries as defined by the field

- Develop tables to support new required data elements:
 - Attendance, Special Education, VADIR, BEDS (future)
- Research and develop plan for scanning/scoring Regents Exams
- Develop “Cognos Powerplay Cubes for Regents Exams
- Continue support of CIO’s in all 50 districts and Data Analysts from ONC and DCMO
- Enhance BTDATASHARE website to provide immediate access to reports from our warehouse
- In addition to weekly teleconference, implement “podcasts” and “blogs” for alternative methods of accessing information
- Continue support of DCMO/ONC BOCES data analysts by providing access to sites, regular meetings, training and planning opportunities.

PLAN, MANAGE, AND MAINTAIN A SECURE, RELIABLE, REGIONAL NETWORK AND QUALITY TELECOMMUNICATIONS SYSTEM

RATIONALE: Solutions for resolving part of digital divide (access); for ensuring that the data and the networks are secure and well managed; for maintaining highly qualified staff.

5. Complete Phase 3 of Convergence Project

- Train and implement web collaboration
- Develop service description for videoconferencing service
- Develop scheduling system, process, and guidelines
- Certify district networks for implementation of "portable videoconferencing technology"

6. Complete Phase 2 of Broadband Project for ONC/DCMO

- Complete installation of initial 20 sites in Broadband Project
- Continue negotiations with vendors to provide cost effective access to schools and districts unable to be reached in this phase of the project

7. Develop, test, and implement Phase 2 of Disaster Recovery and Business Continuity Plan

- INTERNAL
 - Complete risk assessment and risk mitigation analysis
 - Collaborate with applications teams to identify priority processing needs
 - Complete data collection of critical information(critical contacts, passwords, vendors, inventory, tape rotations, etc)
 - Complete upgrade of NOC back-up system
 - Complete upgrade of NOC "virtual network" solution
- EXTERNAL
 - Collaborate with districts in analysis of district disaster recovery plans
 - Collect information from districts about their plans, identifying and sharing quality practices
 - Identify and evaluate potential DR-related services, such as remote back-up, DR planning, off-site tape rotation, etc.

8. Complete plan for new network support services to provide the next generation of support for meeting complexity of district needs

- Task force will develop model, scope of services, and cost methodology
- Approval of new service plan to SED
- Collaboration of districts are identified and mapped.
- Documentation of policies, practices, network documentation, etc. is completed.
- Staffing needs are identified, civil service titles are reviewed/developed, appropriate negotiations with the association are completed

Commitment to Quality: Organizational Improvements

RATIONALE: Solution to managing customer relations, solution to managing highly qualified staff; solution to “knowledge share”; solution to “more with less”/fiscal responsibilities and efficiencies.

9. Reorganize teams to eliminate gaps and redundancies

10. Develop quarterly reports to describe status of services to districts

Year 2: 2008-09

▪ **Implement efficient, secure, meaningful, data systems**

- Implement Phase 2 of SIF
 - Horizontal SIF project involving multiple districts and multiple systems
 - Vertical SIF to warehouse (first phase)
- Implement Phase 2 of Web Portal
- Begin Phase 1 of LDAP
- Continue to implement data warehousing requirements for SED/NCLB
- Collaborate with districts in all three regions for quality use of data to improve instruction, learning, and student achievement

▪ **Plan, manage, and maintain a secure, reliable regional network**

- Complete implementation of broadband to all schools and districts in region
- Complete phase 3 of disaster recovery (cold storage/hot storage)
- Complete new service model for support of district networks

▪ **Provide quality resources and professional development for integration of technology in classrooms.**

- Implement new planning and evaluation system
- Showcase “best practices” in regional conferences
- Expand e-learning (new DL, on-line learning)

- **Implement efficient, secure, meaningful, data systems**
 - Fully implement SWPL system
 - Continue to engage districts in uses of data to improve teaching and learning
 - Ensure that all new applications meet SIF /SWPL requirements
- **Plan, manage, and maintain a secure, reliable regional network**
 - Continue to analyze district needs, particularly in wireless systems
 - Continue to analyze systems for ensuring security of network
 - Analyze impact of remote services to district
- **Provide quality resources and professional development for integration of technology in classrooms.**
 - Implement new planning and evaluation system
 - Showcase “best practices” in regional conferences
 - Expand e-learning (new DL, on-line learning)

Section 2: The Regional Planning Process

I. Who was involved in the process of visioning and strategic planning:

- Regional Advisory Council (RAC)
- Broome – Tioga BOCES RIC Staff
- Strategic Planning Team
- Educational Technology Leaders (from all 3 BOCES)
- Superintendents in all three regions
- Customer User Groups
 - *Student Management User Groups*
 - *Financial Management user Group*
 - *Internet User Group*
 - *Model Schools Advisory Council*
- Telecom 5 Regional Telecommunications Committee
- Regional Technology Research Committee
- Distance Learning Steering Committee
- Model Schools Site Representatives
- School Library System Council
- Otsego-Northern-Catskills BOCES Staff
- Delaware-Chenango-Madison-Otsego BOCES Staff
- Telecom and Network Specialist meetings (3x/year) plus “tech talks” (teleconferences)
- Variety of Task Forces (i.e. Disaster Recovery, “Blackboard”)

See addendum for rosters and representation of sample groups

II: Time line and process for regional planning

December – May

Reviewing prior year's priorities and accomplishments

- Review Regional priorities plans of RIC (793) from previous year.
- Collect evidence (surveys, participation summaries, performance data) to define accomplishments from committees and customer groups
- Identify priorities/objectives that were met, objectives that are still works in progress, objectives that have been changed or abandoned.

Beginning the new planning cycle. . .

- Collect input from RAC Planning Team and other advisory councils on issues facing districts in future; identify needs and wants, and vision for future; **ensure that input is collected from all three regions to clarify the needs of each region.**
- Identify major issues and potential priority areas for the upcoming year.
- Review the RIC's: Mission, and structure to evaluate their appropriateness to lead the region and RIC forward. Review with staff and customer groups
- Clarify recommendations for changes in Center's Mission, and Priorities

May – August

- Strategic Planning Team will review the data collected, clarifying the context, vision, and priorities for upcoming year.
- Develop Center Priorities / Regional Strategic Directions.
- Define service units priorities as they align with Center priorities
- Review strategic needs which were identified by the focus group with other user groups for validity and acceptance.
- Finalize priorities and develop action plans

August

- Strategic Planning Team will complete the Strategic Plan for the Center.
- Complete Final Strategic Plan document.

August – September

- Service and Support Units will prepare work plans and implementation to accomplish the objectives in the Strategic Plan.
- Director will submit Regional Strategic Plan/793 Plan to the Regional Advisory Council for first reading

October

- Plans presented to JMT, superintendents, and advisory groups for feedback
- Plan presented to BTBOCES Board of Education

November/December

- Center's 793 Planning Team - revise and finalize plan
- Finalized plan approved by RAC
- Final plan submitted to SED with approval of RAC and JMT

Section 3: Current Context

What are the needs and priorities of districts within the region that the plan addresses?
How were these needs identified and prioritized?

What are the opportunities, issues, and concerns facing the districts and the RIC in the next five years?

- **How do we manage the “digital divide” and increasing expectations of customers and community?**
 - Students – This “millennium” generation is the first that has been “connected” by birth; they expect “digital access” to information and are accustomed to communicating and collaborating via technology. How will we meet their needs? How do we support educators and parents who may not understand the need or how to accomplish it?
 - Parents – Parent who have access to broadband and technology expect that schools will provide on line learning and greater parental access to information via technology. Yet many parents are without access or do not have the understanding of how to access information. What is the role of the RIC in ensuring that all parents have access to quality information?
 - Educators expect access to more complex information and resources and communication, including videostreaming, blogs, file sharing, etc. What must be provided to support this need?
 - Curriculum, instruction and student achievement seem to be moving targets. How do we assist districts in meeting expectations of SED for student achievement and meet “real world” expectations for informational literacy, collaboration, problem solving, critical thinking, and technological proficiency? What MUST a student know and do to be successful in their future? What does technology have to do with solutions to student performance and achievement?
 - Access - hardware, infrastructure, software. How do we assist districts in purchasing quality, cost effective solutions in a rapidly changing environment?
 - EXPECTATIONS! Our customers expect
 - 24 x 7 access and support
 - DO MORE WITH LESS (time, money, people)

(continued to page 9)

- **How do we manage the dramatically growing demands for data ?**
 - How do we provide easy, seamless, on-time access to information and reports?
Data on individual students is maintained in multiple systems (student information system, special education system etc.) making it costly and difficult to get a single total data profile of an individual student.
 - How do we provide MEANINGFUL and TIMELY data for district use for improving curriculum and instruction?
 - How do we manage the increasing numbers of State and fed'l regulations?

- **How do we remain "highly qualified" in this rapidly changing environment?**
 - How do we share knowledge (among ourselves? With the field?)
 - How do we eliminate gaps and redundancies in knowledge and services?

- **How do we manage (and help districts manage) information overload?**
 - How do we manage it for ourselves?
 - How do we provide meaningful clear information to others?
 - How do we help people to use it?

- **How do we develop and maintain high quality customer relations in a changing environment (that often includes significant stress)?**

SECTION 4: Implementation Plans

1. Initiative: Develop a plan for using technology for delivery of professional development

ACTION STEPS	Who's Responsible	Progress Jan - April	Progress May-August	Progress Sept - Dec
Identify goals, develop a plan to implement technology as part of their training; purpose "walk the talk" , model best practices	Ed Tech Team			
Identify goals and develop training model				
Implement training and provide follow-up training/support				
Establish process for quality review				
Identify gaps and challenges				
Analyze customer response	↓			

2. INITIATIVE: Align educational technology initiatives around the initiatives of BT, DCMO, and ONC BOCES to improve literacy, math, differentiated instruction, academic intervention, and information/technology literacy.

ACTION STEPS	Who's Responsible	Progress Jan - April	Progress May-August	Progress Sept - Dec
Develop a plan that . . .	GJ (BT BOCES) DR (ONC BOCES) RS (DCMO BOCES)			
Defines essential student competencies, validate with external resources, research, ID "best practice"				
Define SPECIFIC technology initiatives to be implemented in each region; Identify tri-regional collaborations				
Define the impact on student performance				
Define processes for collecting data on the impact on student achievement				
Compare data between the regions				
Define next steps for sustainable implementation	↓			

3A. Initiative: Design Plan for SWPL Implementation Phase I

ACTION STEPS	Who's Responsible	Progress Jan - April	Progress May-August	Progress Sept - Dec
Join in state-wide RIC BID for an interoperability system	TC/ DATA team			
Participate in RIC Director's Statewide research and development project for vertical and horizontal SIF				
Participate in national SIF conference				
Purchase ZIS (Zone Integration Server)				
Identify student management systems for initial phase of SIF				
Install and test identified agents (PS, NK, CT, esp)				
Identify and document data elements to be published and subscribed				
Ensure common data formats and rules for interaction and architecture				
Define, install and test the request/response model for each agent				
Describe initial verification system that ensures data integrity				
Collaborate with vendors to ensure that data is in proper form for transport				
Evaluate PHASE I efforts: <ul style="list-style-type: none"> • Survey customers • Review outcome with staff 	↓			

3B. Initiative: RESEARCH WEB PORTAL

ACTION STEPS	Who's Responsible	Progress Jan - April	Progress May-August	Progress Sept - Dec
Survey RIC directors about portal capacity	DS/ CTR MGRs			
Provide an overview for staff/presentation about using portal advantages/disadvantages	↓			
Define organizational rationale for use of a portal				
Identify which BOCES service units will participate in PORTAL pilot if proven to be successful				
Develop resource needs (time, people, money) Develop fiscal plan	↓			
Develop a plan for portal implementation				

4. Initiative: Develop plan for future data elements for the warehouse. (i.e. Vadir-discipline, STEP-regents, Attendance, Special Ed)

ACTION STEPS	Who's Responsible	Progress Jan - April	Progress May-August	Progress Sept - Dec
Obtain new data elements from SED that will required to be collected and reported via the Data Warehouse.	TC/ DATA TEAM			
Participate in state-wide committees				
Coordinate internal data team to hare and review info with key BOCES stakeholders monthly				
Review with district CIO's on weekly conf call				
Data warehouse standards committee to work with eScholar and SED to develop the business rules.				
Develop DW templates with the business rules.				
Modify eScholar load plans and look up table, then deploy.				
Modify LO to accept new data elements.				
Create verification reports.				
EVALUATE PROJECT	↓			

5. Initiative: Complete Phase 3 of Convergence Project

ACTION STEPS	Who's Responsible	Progress Jan - April	Progress May-August	Progress Sept - Dec
Develop training and implementation of Web Collaboration tool with internal staff	SS and MGR			
Develop service description and cost methodology for videoconferencing service	DM, GJ, MB			
Certify district networks for implementation of "portable videoconferencing technology"	DM and NSS			
Collect data/info on customer satisfaction and usage	GJ/DM			

6. Initiative: Broadband Implementation in ONC and DCMO

ACTION STEPS	Who's Responsible	Progress Jan - April	Progress May-August	Progress Sept - Dec
Complete initial 20 sites (Phase 1) committed for the 06-07 school year	DM and SG			
Negotiate, plan and provide pricing for sites/districts not in initial phase (Phase 2)				
Coordinate and implement Phase 2 sites				
Plan, coordinate, and implement broadband WANs in districts				
EVALUATE PROJECT DEFINE FUTURE NEEDS	↓			

7 A. Initiative: DISASTER RECOVERY PROJECT (Internal)

ACTION STEPS	Who's Responsible	Progress Jan - April	Progress May-August	Progress Sept - Dec
Develop Disaster Recovery Plan model and outline	DM/ NOC Team			
Develop and complete Risk Assessment and Risk Mitigation.				
Meet with applications teams to identify and document priority processing needs.				
Complete Data collection of critical information (critical contacts, passwords, tape rotations, vendors, inventory, etc).				
Complete written plan				



7 B: Initiative: Disaster Recovery (External)

ACTION STEPS	Who's Responsible	Progress Jan - April	Progress May-August	Progress Sept - Dec
Establish Sub-committee of NSS districts to explore disaster recovery issues	DM/ NSS Team			
Collect information from districts about DR plans, back-up systems, etc. – Identify similarities and differences in systems				
Identify and evaluate potential DR-related Service Offerings (remote back-up, DR planning, off-site tape rotation,				
Present results of findings and potential service offerings to districts				



8. Initiative : Complete plan for new network support services

ACTION STEPS	Who's Responsible	Progress Jan - April	Progress May-August	Progress Sept - Dec
Identify need	DMS/DM			
Define critical success indicators				
Establish task force of supt., tech leaders from all three regions				
Design proposal for RAC approval				

9. INITIATIVE: Reorganize teams to eliminate gaps and redundancies

ACTION STEPS	Who's Responsible	Progress Jan - April	Progress May-August	Progress Sept - Dec
Identify redundancies in service delivery and possible gaps due to organizational team structure	DShannon/ CTR MGRs			
Develop a reorganization plan and implement	↓			
Teams that have not been realigned, but that have the need for functional collaboration	↓			

10. INITIATIVE: Develop regular reports to district to describe status of services to districts

ACTION STEPS	Who's Responsible	Progress Jan - April	Progress May-August	Progress Sept - Dec
Develop or purchase tools for efficiently recording and reporting data regarding services provided to districts	CTR MGRs			
Create drafts of reports and gather feedback	↓			
Implement reports; Gather feedback	↓			

Section 5: Evaluation

2006 GOALS: DATA for Decision Making

- Support CIO's
- Provide reporting guidance
- Upgrade and maintain Level 1 Data Warehouse
- Assist districts in retrieval of GrowNet 3-8 verification and district reports
- Develop Cognos Powerplay cubes for 3-8 ELA and Math
- Support ONC and DCMO districts in accessing data and support ONC and DCMO BOCES in development of their own data analysis service

Accomplishments:

- Met EVERY DEADLINE set by SED for submission of data through a fully aligned Level 1 warehouse.
- Successfully completed all tasks for SED that were unable to be completed by nySTART
- Implemented L1 DW, NYSSIS, LO, Business Rules, Templates, Imports, Exports, for the testing, collection and reporting of 3-8 student data.
- Developed a CIO team that includes all 50 districts in the region and implemented a support system that includes weekly informative conference calls
- Utilized Web Ex and Conference calls effectively in order to improve communication, data sharing, training, guidance and technical support for school districts.
- Developed a website to provide secure access to data and information for CIO's and administrators in region
- Developed a DW Module for CT's program services, PD-9, PD-10 reporting capabilities as required by the Federal 7, 11 and 12 indicators, and the new IEP template as approved by the SED.
- Provided training and support for ONC and DCMO in development of their data analysis services

GOALS: TELECOMMUNICATIONS

- Collaborate with RIC's to build a statewide telecom network
- Develop a plan for implementation of telecom services, including broadband for all districts
- Complete installation of "convergence project"; articulate services
- Develop a comprehensive disaster recovery plan

ACCOMPLISHMENTS:

- Negotiating with GST RIC and TWC for I2 connection, thereby linking Broome RIC/GST/WNYRIC
- Completed the installation of hardware and software for a convergence project. The "pilot" project was able to consolidate voice, video and data on the same network. This type of infrastructure can provide expanded opportunities for student learning, support for VOIP, video conferencing and other types of applications for districts in the future.
- Developed plans, negotiated contracts, and have begun implementing Broadband access in the DCMO/ONC regions.
- Upgraded the existing network attached storage appliance and installed a new tape library system to provide additional disk space and greater tape functionality required for backups. These will also accommodate growing storage requirements and retention of district's data housed at the Center.

GOALS: Administrative Computing

- Ensure RIC supported systems comply with SED and DOE requirements
- Analyze need for data integration between applications
- Review regional standards

ACCOMPLISHMENTS:

- Ensured fields for "ungraded", poverty, VADIR in SMS's and cafeteria systems
 - Developed data warehouse module for CT's program services, PD-9, PD-10 reporting capabilities as required by the Federal 7, 11 and 12 indicators, and the new IEP template as approved by the SED.
 - Identified clear need for data integration which resulted in:
 - Implementing SIF with ClearTrack
 - Participated in StateWide SIF initiative, including software purchase
 - Continued growth in NutriKids Cafeteria Information Service (added Windsor and Whitney Point).
 - Continued growth in MicroCheck Cafeteria Information Service (added Greene, Candor, Bedford and West Babylon).
 - Conducted product reviews on several Facilities Management Services products, selected SchoolDude as the product of choice and developed a shared service supporting acquisition, implementation and ongoing support of this product.
- Added new districts to the following services:
- | | | |
|--------------------|-----------------|-----------------|
| ClearTrack AIS (6) | eSchoolplus (3) | PowerSchool (8) |
| ClearTrack (1) | | |

Goal: Integration of Educational Technology

- Evaluate technology strategies
- Refine staff development programs
- Add new trainings

Accomplishments:

- Provided 16 distant learning courses to 14 districts throughout the region and state.
- Assisted DCMO in establishing a new DL coordination service.
- Implemented SMART Board initiative for all three BOCES – secured pricing, assisted with purchasing of over 125 SMART boards, and have a Master Certified trainer on staff.
- Implemented i-Safe training throughout the Region targeting for over 100 turn-key trainers in the region.
- Provided over 25 complete days of Model Schools training during the months of July and August.
- Provided Over 80 Blackboard trainings offered throughout the year to over 250 staff.
- Facilitated the Technology Research Committee (TRC) which awarded grants to participating districts in the amount of \$15,000.
- Held 13th Annual Telecom 5 Conference. Largest turn out ever.

Section 6: Assurance Form 1

Assurance of Cooperative Planning

I assure that my BOCES participated fully in the development of this regional plan to provide technology services for addressing the priority needs of school districts.

Signatures of Participating BOCES District Superintendents

BOCES Served:

Broome – Tioga BOCES

Delaware – Chenango BOCES

Otsego – Northern Catskill BOCES

District Superintendent Signatures:

Dr. Joseph Busch

Mr. Alan Pole

Dr. Marie Wiles

Section 7: Assurance Form 2

Assurance of Cost-Benefits of New Technology Services and Cost-Effectiveness of Existing Services

The proposed new technology services must be analyzed to determine the cost-benefits of providing these services on a regional basis. All BOCES District Superintendents must sign Form 2 assuring that the new technology services had their cost benefits examined and that the cost effective template process, as required by the 1999 legislation, was followed within their regions. I assure that:

- The new technology services provided to the school districts in the region as described in this plan have been reviewed for their cost-benefits.
- The cost effectiveness template process, as required by the 1999 legislation, was followed for all new technology purchases.
- I had the opportunity to participate in the budget review process.

BOCES Served:

Broome – Tioga BOCES

Delaware – Chenango BOCES

Otsego – Northern Catskill BOCES

District Superintendent Signatures:

Dr. Joseph Busch

Mr. Alan Pole

Dr. Marie Wiles

Section 8: Applications

	Number of Districts
(7710) MAINFRAME APPLICATIONS SUPPORTED BY RICs	
IMPACT	50
MEDICAID	50
(7710) STUDENT MANAGEMENT SYSTEMS	
ADM2000 (InfoStudent)	3
Cleartrack200	44
CT-AIR	24
eschool plus	14
PC Part 200 (Progress)	0
Power School	25
WISDIM	
(7710) DATA WAREHOUSE SYSTEMS	
Data Warehouse Light (escolar)	50
(7710) FINANCIAL AND HUMAN RESOURCE SYSTEMS	
Finance Manager	3
Info-Matics	7
Munis	16
(7710) CAFETERIA MANAGEMENT SYSTEMS	
MicroCheck (Cafe P.O.S.)	30
nutriKids	13
(7710) TRANSPORTATION SYSTEMS	
(6320) LIBRARY SYSTEMS	
Dynix Scholar	9
Mandarin	5
Opal	13
(7710) MISCELLANEOUS FINANCIAL SYSTEMS/MODULES	
Cooperative Bid (MUNIS)	13
Erate Program Support	42
FIXED ASSETS	2
Fixed Assets (MUNIS)	13
(7710) MISCELLANEOUS SYSTEMS/MODULES SUPPORT BY RICs (Number of Districts)	
Teleforms (Test Scoring)	

Section 8: Applications (cont.)

(6360) INSTRUCTIONAL TECHNOLOGY PRODUCTS	
Career Cruising	2
CHOICES	17
COMPASS LEARNING	10
DISCOVER	2
Fundamentals of Web Design	27
INTERNET Districts	43
Learning Village	2
Model Schools	42
Pearson Success Maker (wasNCS Learn)	3
PLATO	0
Project Lead the Way	5
(5877) DISTANCE LEARNING PRODUCTS	
AccelerateU	0
BlackBoard	15
Traditional Distance Learning	15
Virtual Schools	2
(7710) EMAIL (OR GROUPWARE)	
Exchange/MS Mail	5
GroupWise Mail	23
Microsoft Office	32
OUTLOOK/EXCHANGE	5
(6360/7710) CONTENT FILTERING, INTRUSION DETECTION OR SPAMMING DETECTION PRODUCTS	
Content Filtering (BESS)	2
Content Filtering (Esniff)	2
Content Filtering (I-Gear)	2
Content Filtering (IPRISM)	2
Content Filtering (Pix Firewall)	2
Content Filtering (SurfControl)	18
Content Filtering (We-Blocker)	2
Firewall (Bordermanager)	24
(6360/7710) NUMBER OF WORKSTATIONS PROVIDED, NETWORKED AND SUPPORTED AS PART OF RIC Services	
Personal Computers	23,874

Section 9: Additional Information

Additional information may be included with the plan. Generally, supporting documentation should be provided through links to online sources of information at the Regional Information Center. Additional information may be appended if it cannot be provided in another format. Such information should be included in the following categories.

Please refer to the web site for more information:

www.btbooces.org/Chapter793/entireplan.shtml

Appendix 1: Sample memberships including RAC, and other advisory councils

**South Central Regional Information Center
Regional Advisory Council Representatives**

NAME	TITLE	DISTRICT
BROOME-TIOGA BOCES		
Don Gerlach	Director of Technology	Susquehanna Valley
Mark Capobianco	Superintendent (VICE CHAIR 2006-07)	Vestal
Mike Scalzo	Director of Technology	Union Endicott
Bob Bundy	Superintendent	Chenango Forks
Dawn Shannon	Director, Center	Broome-Tioga BOCES
DELAWARE-CHENANGO-MADISON-OTSEGO BOCES		
Elizabeth Briggs	Superintendent	Afton
Richard Howard	Principal (CHAIR 2006-07)	Bainbridge - Guilford
Rod Sutton	Coordinator of Instructional Technology	D-C BOCES
Dr. Terrance Dougherty	Superintendent	Hancock CSD
Tom Strain	Assistant Superintendent	Sherburne-Earlville
Andrea Steele	Network Specialist	D-C BOCES
OTSEGO-NORTHERN CATSKILLS BOCES		
Nicholas Savin	Superintendent (CHAIR 05-06)	Cherry Valley Springfield
Jenna Bolton - Carls	Asst. Superintendent of Management Services	ONC BOCES
David Rutherford	Director	ONC BOCES
Michael Virgil	Superintendent	Morris

BTBOCES ED Tech/ Model Schools Advisory Council

Andrews, Jason	Supt	Windsor Central School District
Geisenhof, Mari	Tech Director	Maine-Endwell Central School District
Hayes, Lon	Asst. Supt	Newark Valley Central School District
McKedy, Pamela	Tech Director	Binghamton City School District
Surdey, Mary	Asst. Supt	Vestal Central School District
Wood, Kathy	Supt	Harpurville Central School District
TEACHER (replacement requested)	TEACHER	UE
PRINCIPAL(replacement requested)	PRINCIPAL	CF

REGIONAL TECHNOLOGY LEADERS (Tech leaders from all three BOCES are invited)

Andrus, Steve	Whitney Point	BTBOCES
Burns, Gary	Union Endicott	BTBOCES
Butler, Cliff	Johnson City	BTBOCES
Chee, Kin	Newark Valley	BTBOCES
Dalpiaz, Pat	Harpursville	BTBOCES
Geisenhof, Mari	Maine-Endwell	BTBOCES
Gerlach, Don	Susquehanna Valley	BTBOCES
Gleason, Janet	Chenango Valley	BTBOCES
Hull, Judy	Vestal	BTBOCES
Kochis, Eric	Owego Apalachin	BTBOCES
Lee, Robin	Maine Endwell	BTBOCES
McFadden, Terrence	Chenango Valley	BTBOCES
McKedy, Pam	Binghamton	BTBOCES
Monico, Kenny	Binghamton	BTBOCES
Panko, Cheri	Chenango Valley	BTBOCES
Roe, Josh	Tioga	BTBOCES
Scalzo, Mike	UE	BTBOCES
Sica, Bill	Chenango Forks	BTBOCES
Bliss, Steve	Unadilla Valley	DCMO
Dionne, Mike	Sidney	DCMO
Girton, John	Greene	DCMO
McNerney, Tim	Walton	DCMO
Porter, Lorraine	Bingridge Guilford	DCMO
Schowe, Bonnie	Unadilla Valley	DCMO
Scott, Gary	Bainbridge Guilford	DCMO
Somich, Peter	Norwich	DCMO
Steele, Andrea	DCMO BOCES	DCMO
Sutton, Rod	DCMO BOCES	DCMO
Jory, Tom	Jefferson	ONC
Nobiling, Bonnie	Oneonta	ONC
Rutherford, Dave	ONC BOCES	ONC

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Sue Gallagher	Systems Analyst	BTBOCES	BTBOCES
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Rod Sutton	Admin	DCMO	DCMO
Rene Carver	Tech Leader	GST BOCES	GST BOCES
Steve Manning	Director	RIC	GST BOCES
Catherine Klein	NYSUT	NYSUT	NYSUT
Ben Berliner	Superintendent	South Kortright	ONC
David Rutherford	Admin	ONC	ONC
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Section 10: Statutory Requirements

Part 115

SCHOOL DISTRICT AND BOCES PLANS

(Statutory Authority: Education Law, 207, 1608-a, 1716-a, 1950 (4) (c); Laws of 1985, Chapter 53, §17)

Section 115.1 BOCES computer services plans.

- (a) Purpose. The purpose of this section is to set forth the requirements for approval of computer services plans prepared by boards of cooperative educational services and submitted to the commissioner in accordance with section 1950(4)(c) of the Education Law. Applications for the approval of shared services shall be determined, in relevant part, based on consistency with an approved plan.
- (b) Plan requirements. Each board of cooperative educational services shall prepare a five-year regional plan to meet the projected need for cooperative computer services in the supervisory district, and shall submit such plan to the commissioner on or before the first day of December of each year. Each plan shall contain:
- (1) a description of the long-range planning process, which includes:
 - (i) a list of persons involved in the development of the plan;
 - (ii) criteria for selection of such individuals; and
 - (iii) a description of the planning processes which were followed and will be followed;
 - (2) evidence that the proposed computer services are consistent with and conform to policies and criteria for BOCES-provided computer services approved by the commissioner;
 - (3) a description, in a form prescribed by the commissioner, of computer services currently made available by BOCES within the service region;
 - (4) a list, in a form prescribed by the commissioner, of the mainframe, mini and micro hardware which is a part of the delivery system, including a rationale for the selection of such hardware;
 - (5) a list, in a form prescribed by the commissioner, of the software which has been selected to run on all hardware which compromises the system, including a rationale for the selection of this particular set of software;
 - (6) a network description, in a form prescribed by the commissioner, which clearly indicates the lines, line types and locations of devices which compromise the regional delivery system;
 - (7) a description, where appropriate, of how the regional system will take into account findings of department-conducted operations and management audits;
 - (8) a summary of costs and revenues, broken down by application area, as well as the proposed charges to school district for future services, including a rationale for those particular charges;
 - (9) a list of the major problems impeding more efficient and effective provision of services, and a detailed description of the steps proposed to overcome the problems;
 - (10) a list of the assumptions about future school district needs and changes in information technology which are governing long-range projections about the nature of future delivery systems;
 - (11) a description of a comprehensive needs assessment, which includes a survey of users and nonusers within the regional service delivery system;
 - (12) priorities established as a result of such needs assessment;
 - (13) a description of the goals for long-range service delivery;
 - (14) a description of how the services made available will assist school districts to meet State reporting requirements;
 - (15) a detailed plan, and performance objectives for the first two years of the plan;
 - (16) a description of how local personnel intend to evaluate the extent to which goals and performance objectives are achieved;
 - (17) a description of the procedures which will be put in place to monitor the plan's implementation; and
 - (18) other such items as may be deemed necessary by the commissioner.