

OME-RESA INSIGHT

Issue 14

Spring 2014

Ohio Mid-Eastern Regional Education Service Agency

An Information Technology Center (ITC) of the Ohio Education Computer Network (OECN)

Serving an 11 county area and 45 school districts in Mid-Eastern Ohio

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By Angela Underwood, Executive Director

Did You Know That Your District Owns OME-RESA?

OME-RESA is a Council of Governments (COG) under Chapter 167 of the Ohio Revised Code. OME-RESA is owned and governed by its owner-member school districts. Over the years, OME-RESA has created a mechanism for communication that enables service users from the 11 counties to provide guidance and feedback into the services provided by OME-RESA. These communication channels start with the core advisory groups (Fiscal, Student and Technical). Advisory groups that consist of representation from the 11 county service area meet throughout the year with OME-RESA staff. In most cases, service improvements can be made within the service departments and do not require approval from the Board of Directors. If there is a service improvement that requires Board Action, the proposed changes are taken to the next scheduled Board of Directors meeting. OME-RESA has a page on the website that lists the representatives for the Advisory Groups and Board of Directors here:

<http://www.omeresa.net/AboutUs.aspx>

This page also contains OME-RESA Bylaws, scheduled governance meetings and other important information about OME-RESA.

We thank everyone for their support of OME-RESA and the programs offered. We encourage users to communicate with their representatives to assist in the continued growth of your district's ITC!

OME-RESA PHONE EXTENSIONS

ANGIE UNDERWOOD	116
ADAM TRUEX	120
BERNIE GRABITS	106
CHRIS ANTONELLI	115
CINDY ALBAN	150
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DIANE MCAFEE	126
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ADMINISTRATIVE UPDATE

E-Rate 2.0

The Federal E-Rate program issued a review of the current E-Rate program in July 2013. As a part of this review a Notice of Proposed Rulemaking (NPRM) was issued to gather feedback from interested parties (applicants, providers, consultants). The NPRM offered three goals:

- Ensuring affordable access to broadband
- Maximizing cost-effectiveness
- Streamlining administration

Some of the NPRM topics included:

- Connectivity Goals
- Broadband-Based Priorities
- Eligible Services
- Streamlining
- Equitable Funds Distribution
- Increase to E-Rate Funding Cap

On March 9th, the FCC issued a Public Notice seeking further comments on:

- How best to focus E-Rate funds on high-capacity broadband, especially high-speed Wi-Fi and internal connections
- Whether and how traditional voice services should be phased down or phased out in order to focus more on funding broadband
- Whether there are demonstration projects or experiments that the Commission should authorize as part of the E-Rate program that would help the Commission test new, innovative ways to maximize cost –effective purchasing in the E-Rate program

The full Reform Order is slated for release this summer, with most of the changes intended to be implemented for Funding Year 2015.

Again, with the changes expected in the E-Rate program it is vitally important that the district's E-Rate Coordinator attend state-sponsored E-Rate training events to stay up-to-date on changes and to evaluate how they will affect your school district. OME-RESA will email to district personnel E-Rate training notices when we receive them from the State E-Rate Coordinator in the Fall.

CO-OPERATIVE SERVICES UPDATE

Website

OME- RESA Cooperative Purchasing Department coordinates cost efficient purchasing opportunities for our members. In order to make sure members are utilizing the programs and services to the fullest, we are creating ways to make sure information is readily available. One major change that members will be seeing in the middle of May is a whole new look and feel of the CO-OP section of the website.

SNEAK PEAK:

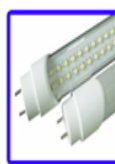
There will be a page solely dedicated to all the programs and services we offer. We have so many different programs and services that save the districts money – now members will have all the information on what programs fit their needs and be able to utilize them.



AEPA Programs



AED Kits



Bulbs and Ballasts



Bus Program



Copy Paper



Class Room



Electric Program



Facilities Supply



Food Program



Library Discounts



Media Technology



Medical Supplies



Natural Gas Program

CO-OPERATIVE SERVICES UPDATE - CONTINUED

Each program or service will have its own page with information on that particular program or service. Districts will be able to access pricing as well as vendor information. Any additional documents that pertain to that program or service - for example, legal advertisements, board resolutions, brochures, etc. will also be available.



Bus Purchasing Program

Please fill out this survey to let us know if you are interested in purchasing school buses in the 2013-2014 school years. This is only a survey – this form

in no way obligates districts to purchase buses through the Cooperative School Bus Purchasing Program. If you are interested in purchasing a bus and did not fill out a survey this does not exclude your entity of purchasing a bus. [Please click here to fill out the survey.](#)

If you will have a Trade In, please list the information on our online Trade In Spreadsheet. If you will not a Trade In, simply email us to let us know. Please send email to: coop@omeresanet.net. Please [Click Here for Trade In Spreadsheet](#).

Catalogs



Vendor Information

[Please click here to view vendor information.](#)

Another new page component that will be added will allow members to submit products they would like to see on bid.



New Program Available to our Members

OME-RESA is one of eight CO-OPs in Ohio that make up the OCEPC organization. We are excited to announce that OCEPC has worked together once again to offer a new service to our districts -

Vintage Tech Recycling Program

Vintage Tech Recycling offers school districts a revenue generating electronic recycling program for end of life material. As an e-Stewards, R2, ISO 14001 and ISO 9001 certified electronic recycler and asset management company, Vintage Tech provides customized solutions and guarantees the highest level of service and compliance.

CO-OPERATIVE SERVICES UPDATE - CONTINUED

VINTAGE TECH RECYCLERS

A CERTIFIED ELECTRONICS RECYCLER

www.vintagetechrecyclers.com

Asset Recovery – Apple/PC Buy Back Program

- We will buy back Apple equipment (i.e. iPads, MacBooks, MacBook Pros, iMacs, etc.) and PC equipment.
- White Glove On-Site Packaging and Pickup Service
- Equipment Audits
- NIST 800-88 Compliant Data Security
- Reconciliation Paperwork, Serial Number Audit Report, Volume Report, and Certificate of Recycling
- Trade-in Revenue Return on Re-Sellable Equipment

Revenue Generating Electronics Recycling Program

- Vintage Tech shall provide the following:
 - Transportation
 - Labor to palletize the equipment
 - Packaging materials
- Each school will receive:
 - Revenue generating white glove electronics recycling service
 - \$0.10 per pound on computers, laptops, and servers
- All material will be taken completely free of charge as long as minimum requirements are met
- 100 main units required to qualify for program (computers, laptops, servers)
- All hard drives are wiped in compliance with NIST 800-88
- Certificate of Data Destruction/Recycling with reference number provided

Contact Us

Brendan Wittry - bwittry@vintagetechrecyclers.com - 224.402.2424

Dan Tamayo - dtamayo@vintagetechrecyclers.com - 630.453.9417

CO-OPERATIVE SERVICES UPDATE - CONTINUED

Vintage Tech Accepted Electronic Items:

Cables	Fax/ Scanners	Toner Cartridges
Cable Boxes	Keyboards	Projectors
Cash Registers	Laptops	Satellite Dishes
Cellular Phones	LCD Monitors	Servers
Computers	Mouse	Stereos
Copiers	MP3/IPods/etc.	TV's
Cords	Networking Equipment	Typewriters
CRT Monitors	PDAs	UPS Units (Uninterrupted
DVD Players	Printers	Power Supplies)
External drives (all types)	Printer Cartridges	VCRs
		Video Game Consoles

Accepted Household Items

Blenders (Without Glass)	Electric Tooth brushes	Massagers
Bread makers	Fans	Metal tools (drills, screwdrivers,
Cameras	Food sealing equipment	small saws, sanders, etc.)
Carpet sweepers (corded	Fryers	Microwaves
or Rechargeable	Hair cutters	Mixers
Coffee makers (Without	Hair dryers	Remotes
glass)	Heaters	Radios
Clocks	Holiday Lights	Shaving equipment
Curling Irons	Irons	Toaster Ovens
Electric knives	Land line Phones	Vacuum cleaner (without bag)

Non Accepted Items

Ballasts	Household Batteries	Medical Equipment
Capacitors	Light Bulbs	VHS Tapes
Freon Containing Items	Liquids	White Goods (Refrigerators,
Gas Cylinders	Lithium Batteries	Dishwashers, Stoves, Washers/
		Dryers)

STUDENT SERVICES UPDATE



Reminder!

Professional Development – What is Professional Development in Student Services? In Student Services we “Train-the-Trainer” to go back to the districts and train their staff on the various applications. Sometimes we are asked to go to districts and do “those” trainings — to actually train the teachers on PB and/or SpS or to train the secretaries or guidance counselors on specific topics in StudentInformation/DASL. That is Professional Development.

Professional Development is available for ANY of the Student Services Applications! The fee for Professional Development is \$250/Half Day (3 hours) and \$500/Full Day (6 hours). We require a Purchase Order to be on file prior to the PD taking place. If you have any questions, please contact Cindy and we can schedule PD for the appropriate application.

DATAMAP

Data-Map is the data-driven analysis tool that simplifies and streamlines how teachers view information to help their students excel and improve on K-12 standardized tests. This was presented to your Superintendents at their April In-service Meeting. For those of you that saw it presented at the OME-RESA Conference, this would be a good time to have those conversations about this product with “those that make the decisions”.

Please let us know if you are interested in using this in the 2014-2015 school year.



STUDENT SERVICES UPDATE - (CONTINUED)

Student Information/DASL

Student Information

We're finished with our regional Course Request and Batch Scheduling Trainings. We're also finishing up with our regional Elementary Scheduling Trainings. If you feel you require further assistance with your scheduling procedures, please send a ticket to DASLSTAFF to set up a time to schedule an open lab at our Steubenville office. The open lab offers a one on one session with OME-RESA staff to help with your specific scheduling issues.

Tips for processing Honor Rolls:

1. Please remember to first, update your honor roll maintenance screens for all honor rolls you will be processing such as honor rolls, merit rolls, principal lists, etc. to make sure the honor roll is setup to use the correct GPA set.
2. Then, recalculate the GPA set from the GPA set maintenance screen.
3. Process the Honor Roll (R303)



Discipline Module Re-Write

The Re-Write to the Discipline Module also changed many other screens in Si/DASL. There will be trainings/webinars offered to prepare you for this for the start of the school year.

GradeBook/ProgressBook



The Yearly GradeBook/ProgressBook Information that we request to do your Setup for Next School Year has been posted to the OME-RESA website and is due back to us **no later than May 30, 2014.** Please be sure to fill out ALL Required Information. If you have any questions please submit a ticket to pbstaff@omeresanet.net.

STUDENT SERVICES UPDATE - (CONTINUED)

GradeBook/ProgressBook Custom Report Cards – We hope to meet with individual districts this summer and early fall to go over districts needs/wants regarding these report cards. We will not be meeting with ALL districts, just those that we have had issues with.

Please start to think about this and “who” all needs to attend this meeting. Have conversations within your district now, so when you are contacted about setting up a meeting, everyone that needs to come already knows about this...



Virtual Classroom is available for the 2014-2015 school year! It is still in Beta format meaning that it is still in development while being used. While it is in Beta (which will likely be through January), there is no cost to using the application. Pricing however, for when it is not in Beta, is still in negotiations. If you think you are interested in using Virtual Classroom in the 2014-2015 school year, please let us know!

Student Services Trainings

We plan to **change** our Training Schedule due to your requests. So please be sure to check the OME-RESA website over the summer!

Some training sessions will be offered at the end of July and early August.



EMIS UPDATE

EMIS Update - EMIS Coordinators have had a very busy year!

- October 14K report period sign-off was on Friday, March 14th.
- March 14D report period closes on Monday, April 28th. Sign-off for 14D is Friday, May 23rd.
- June 14N is set to open on Friday, May 2nd. It will remain open until Wednesday, July 30th.

Please be sure to check the FY14 EMIS Processing Schedule located on the ODE web site for the sign-off due date for each of the closed report periods. **Superintendents and/or Treasurers must sign-off on their districts data that has been processed at ODE.** The processing schedule and sign-off forms are located on the ODE web site at: <http://www.ode.state.oh.us> or they can be accessed on the OME-RESA website by clicking on Departments>Student Services/EMIS>Helpful Links (ODE Reporting Period SignOffs).

Reminder: Don't forget to register for the OAEP (Ohio Association of EMIS Professionals) Spring Conference! This year it is on Monday, May 5th and Tuesday, May 6th at the Hilton Columbus at Easton. Many interesting topics will be discussed both days, including the upcoming FY15 changes!



Upcoming EMIS Trainings:

- May 13th FY14 Yearend Training at Buckeye Career Center
- May 14th FY14 Yearend Training at Mid-East Career Center
- May 15th FY14 Yearend Training at Eastern Gateway Community College – Steubenville

ODE will be offering their 1st ODE EMIS Training via OME-RESA on Wednesday, May 28th. The training will be held at East Central Ohio Educational Service Center in New Philadelphia (834 East High Ave) from 9:00 – 11:00. An Event Announcement with an Agenda will be sent out to EMIS Coordinators soon!

FY15 changes:

Many changes will occur with the beginning of the school year for FY15:

- ODE wants to know where every student is every day
- Next year's funding will NOT be based on October count week. Funding will be based on ENROLLMENT not ATTENDANCE
- New report periods will be created - K & N will no longer exist
- New system being created called "Student Cross Reference System"
 - Data is refreshed nightly with cross district data and will flag errors
 - Users will be able to correspond with other district personnel concerning "shared" students
 - Dashboard will notify users what students need verified/updated
- Assessment reporting - changing philosophy on reporting data
 - Windows for reporting will be tied to when the results are available from the vendor
 - This spreads the reporting of assessments out over the school year
 - It will allow ODE to start building the Local Report Card before June - possibly April

Overall these changes hope to make EMIS reporting less complicated and speed up the funding process for districts.

FISCAL SERVICES UPDATE

Fiscal Year End Treasurer's In-Service Scheduled

The fiscal year end treasurer's in-services have been scheduled for Thursday, June 5th at Buckeye JVS in New Philly, and Thursday, June 12th, at the Eastern Gateway Community College in Steubenville. Both meetings are set to begin at 9:30 a.m., with refreshments being available at 9:00. The meeting should last until approximately 12:00.

Meeting topics will cover a complete review of the payroll and budgetary fiscal year end close out procedures, as well as EMIS topics/changes that will affect payroll, budgetary and capital asset submissions. We will review the reporting process for staff members that have left your district PRIOR to the last scheduled day of instruction for their building as well as those who will leave after their last scheduled work day for the year and will not return for the following year. This process has not changed, but it continues to cause issues for some districts, so review and question and answer time is necessary and will be provided.

Please plan to attend, if at all possible, so that you can hear all the information we have in order to assist you in doing a more timely close out and having records in place, if need be, to comply with state and federal mandates.

Requisition Approval Manager (RAM)



Edison Local, Jefferson JVS and OME-RESA are up and running live on the new requisition work flow approval project. We have several additional districts interested in this package. The RAM package streamlines the requisition process by electronic approval vs. desk to desk paper flow. The electronic approval

produces a quicker turnaround time for p.o.'s to be issued. Requisitions are entered through the USAS Web and would eliminate keyboard entry by the budgetary clerk. OME-RESA Fiscal staff will set up the original configuration, users and work flows. Please email fstaff@omeres.net if you have questions or would like to be added to the list of interested districts. This particular project does not warrant a fiscal staff member needing to come to each individual district, as does Kiosk, so we will use those districts interested when we plan where the start up training(s) will be held.

New Payroll User Training

Due to retirement and staff turnover there is a need for new user trainings. May is the month we are dedicating to get the new payroll user training provided to those who need it. Once the date is finalized an email will be sent out to the district fiscal staff. Users can register from our homepage as they do for any other meetings and inservices we provide.



FISCAL SERVICES UPDATE - CONTINUED

Open Labs

The OME-RESA Fiscal department is in the process of setting dates for open labs. We are making every attempt to start those this May. The process is a new endeavor for our staff and we will adjust all future labs based on feedback from each one we provide. Districts will have the opportunity to work with an OME-RESA Fiscal staff member on payroll, budgetary, inventory or kiosk issues. In addition, this will give districts the chance to share ideas with their peers. Networking with other districts can give you some ideas on how to streamline processes in your office, or maybe you can help someone else. We will be offering these labs at MVESC, ECOESC and JCESC. As the dates are set, an email will be sent out to the district fiscal staff. Users will then be able to register from our homepage. These will be ongoing throughout the year, avoiding time frames when we know staff can't afford to be out of the office and we will base them on need via an email requesting interest in the topics. We will only cover one package per session so as to be sure we give enough time to each area as is needed. It is also our intent to offer an a.m. and p.m. session to give more flexibility in case travel is an issue for any district.



Staff Who Leave at the End of the School Year

Now is the time to start tracking staff members who have resigned or who will leave employment, for whatever reason, AFTER the last day of October count week. ODE has specific rules for how to report staff that leave employment, so please make sure that you report the staff's departure from employment at the right time and with the right fields of information. This will be gone over in detail at the June meeting, so please make sure to provide this information to the staff member in your district who takes care of this particular reporting situation.

INFOHIO UPDATE

INFOhio Boot Camp August 4-5, 2014



Monday August 4

Keynote: Paige Jaeger, WSWHE BOCES, Saratoga Springs, NY, LibraryDoor blog, Author of RX for the Common Core: Toolkit for IMplementing Inquiry Learning

Amy Gibson, **Tools and Best practices for Screen Casting**

Todd Duncan, **Utilizing LibraryThing**

Kristin Fontichiaro, Professor, Library School, University of Michigan, **Nudging towards Inquiry, Re-envisioning Research** Projects Based on her articles in School Library Monthly

INFOHIO UPDATE - CONTINUED

Tuesday, August 5

Keynote: LibraryGirl, Jennifer LaGrange on New ways to publicize your accomplishments (annual and monthly reports) with activities

Eric Curts, **Technology Skills Kids Need to succeed on PARCC test**

Heather Hersey, Upper school Librarian Lakeside School, Seattle Wa. **Flip Your Library** (featured article in 12/13 ISTE journal, Leading & Learning)

5 or more reports you can use from SIRSI or other systems to improve library services to teachers and students and help with 3rd grade guarantee and CCR, Diane Christenson, Northern Local Perry County

Amy Slade, Librarian, Hubbard Exempted Village Schools: **Using Smore for library newsletters**



INFOhio Central office moved!

As of January 2014, the INFOhio Central office has moved and is sharing space with our library partner, OHIONET at:

1500 W. Lane Avenue
Columbus, OH 43221
Phone: 614-947-7900
Fax: 614-745-0081

A blue rectangular button with rounded corners and a gradient, containing the text "New Employee" in white.

New INFOhio Administrative Assistance Hired!

INFOhio has hired a new Administrative Assistant, Katy Federer. She has been with INFOhio since March 10th and was available to lend a helping hand with moving the INFOhio offices to OHIONET. Katy will assist Theresa Fredericka in developing future goals and new directions for INFOhio. Katy's email is: federer@infohio.org

INFOHIO UPDATE - CONTINUED

INFOhio Electronic Resources

Erica Clay, one of the INFOhio iLibrarians, has been digging through database statistics to give INFOhio new insights into how students are using the databases. Some of the most current statistics:

- In February 2014, users performed more than TWICE the number of searches in the EBSCO host multi-database search interface as they did in January 2014 and increased their searching of that interface 75% over February 2013.
- Users' content views in EWOL (Early World of Learning) were up 96% compared with February 2013 and up 59% compared with January 2014.

INFOhio Statewide Username/Password 2014/2015

The statewide Username and Password for home access of the INFOhio electronic resources will remain the same for the 2014/2015 school year. If your district already has requested and was assigned a unique username and password, you need not worry about the statewide username/password.

INFOhio and State Board of Education – March 25, 2014

INFOhio participated in a presentation before the State Board of Education on the perhaps unanticipated consequences of the “five of eight” rule (explained in OAC 3301-35-05). Representing INFOhio, Brandi Young, iLibrarian, spoke eloquently about the struggles of being a traveling elementary school librarian and the instructional role of the school librarian. After the presentation, state board members asked good questions, and several board members met with those presenting and indicated an interest in discussing strategies for revising the language.

Additional information from Susan Yutzey, OELMA President

Dear colleagues,

On Tuesday, March 25, Joanna McNally, Liz Deskins and I attended the State Board of Education Operating Standards committee meeting at the ODE building. The two-hour meeting that began at 11 a.m. centered on discussion of Operating Standards 4 and 5. OS 5 is the one that includes the controversial 5 of 8 in which library media specialists are lumped in with other educational service personnel such as counselors, social workers, nurses, elementary music, art and physical education.

INFOHIO UPDATE - CONTINUED

Additional information from Susan Yutzey, OELMA President - (continued)

Our purpose in attending this meeting was to respond to questions/concerns raised by State Board of Education members Collins, Oakar and Dodd at the March 12 meeting. Unfortunately we did not have an opportunity to speak; however, we did chat with Stephanie Dodd, District 9, after the meeting and shared the documents we prepared with her. The Operating Standards Committee did not vote on any of the OS up for discussion, specifically the 5 of 8, as Dodd asked to table the vote so she could gain feedback from her constituents. Although the Operating Standards Committee may vote to revise any of the OS – it must ultimately go to the entire State Board of Education sometime in November. The next State Board of Education meeting is Tuesday, April 15 at the ODE. Since it is their public meeting, I will plan to attend.

OELMA's Advocacy Committee will be sending out an e-mail soon about next steps. We will need you to speak with your principals and superintendents about e-mailing the State Board of Education members about the integral role we play in educating our children for the future – remember our message is about Ohio's school children; not about saving jobs.

As I gathered the statistics on Ohio's school librarians in preparation for this meeting – here is something you should know...

Over 240,000 children in Ohio are without a licensed school librarian (2012-13 data) in their district.

Over 550,000 children in Ohio have only one school librarian in their district. The average school librarian in this scenario travels to/and or manages on average 4.4 schools.

How is this equitable access to a quality educational program?

Ohio children deserve more

INFOHIO UPDATE - CONTINUED

World Book Timelines



The new interactive *Timelines* allows students to discover and map important events in society and culture with accurate information powered by World Book's wealth of knowledgeable resources. There are over 400 ready-made timelines to learn from! *Timelines* is also compatible with iPad and many Android devices.

Students can build timelines for classroom projects or presentations. Patrons can dive into genealogy and map their own family history. [There's a world of events to explore!](#)

INFOHIO UPDATE - CONTINUED



END-OF-YEAR CHECKLIST

1. 2014/2015 District calendars – sent to Dave
2. New Staff hired for 2014/2015 – send names to Dave
3. Retired/moved staff for 2014/2015 – send names to Dave
4. Clean up INACTIVE Patrons
 - Run PAT:List Users report
 - Specify <7/1/2014 in the Privilege exp.date: (located under the User Selection tab
 - This report will also help you clean up any INACTIVE students with FINES/FEES.
5. Clean up any Titles WITHOUT copies
 - From the ALL TITLES report tab, select the **“List Titles with No Copies”**
 - **Under the Call Number Selection tab – select your Library**
 - **Under the Sorting Tab – sort by call number so that those titles with XX Call numbers will be near the end of the report.**
 - **REMEMBER – check the FORMAT report option prior to VIEWING/PRINTING report**
 - **Remove any duplicate titles that you might have already catalogued...this would indicate just a duplicate SmartPort capture**
 - **Complete any titles that need further processing – Add barcode, call number, etc.**

INFOHIO UPDATE - CONTINUED



END-OF-YEAR CHECKLIST

6. Check any books that might be INTRANSIT

- Go to the Special Circulation Functions Wizard
- Click on the Pending Transits Wizard – this will show any books INTRANSIT to your library.
- Check for the books and just RECEIVE ITEM if you have it on your shelves.

7. Clean up any SAVED TEMPLATES

- Go to your Reports and Notices Wizard and REMOVE any old or unused report templates that you no longer need.

NOTE: CONTACT ME IF YOU NEED HELP!



TECHNICAL SERVICES UPDATE

TSD Extended Services:

- Virtual server hosting
- Offsite backup
- Manage VOIP services
- Managed wireless services
- Mobil Device Management (MDM) with AirWatch
- Email archiving
- Project consultation

Service Highlights:

- IPTMS (VOIP) summary: Currently providing managed voice services to 5 districts (1000 + phones)
- WLMS (Wireless) summary: Currently providing managed wireless services to 10 districts (400 + access points)
- Server hosting summary: Currently hosting 21 virtual server deployments, which provide a variety of applications for nine district entities. (Citrix, Active Directory, Curriculum and Mobile Device Management)
- Mobile Device Management (MDM): Utilizing AirWatch to provide MDM services for 11districts totaling over 1700 mobile devices
- DR backup summary: Currently providing offsite backup services to 10 school districts (38 TB of data being maintained at the State DR site)
- System application summary: Technical services have installed multiple software releases and/or hot fixes relative to Student and Fiscal service applications.

WAN Update:

- OME-RESA is maintaining over 90 high-speed direct connections that provide over 5Gbps of bandwidth capacity
- Daily ITC internet utilization has begun to peak collectively over 800Mbps to OARnet
- We have recently (March 2014) increased our commodity bandwidth to OARnet to 1Gbps



TECHNICAL SERVICES UPDATE - (CONTINUED)

Projects Update:

- Horizon installs are complete
- Time Warner ELAN upgrades are complete
- AT&T upgrades are complete
- Comcast: The new 10GB connection to OARnet is finished and is fully functional
- Toronto and Coshocton City Schools have completed their respective OSFC building project
- Construction of the new datacenter facility is complete
- We are working with our providers to schedule and complete circuit upgrades for the next school year. We will contact you to schedule the appropriate maintenance windows for these upgrades.
- Evaluation of the new Lightspeed web filtering system is underway. Stay tuned for more details.
- Check out our updated department webpage: <http://www.omeresa.net/TechnicalServices.aspx>. We have added some helpful links for commonly used resources including links to subscribe to the US-CERT site for daily updates of the most frequent, high security incidents being reported by US-CERT
- We are conducting a series of Stormwinds webinars in May to illustrate the capabilities of this on-line professional development resource. Please refer to our Technical Events link for scheduled times.



Best Practices to Combat Spam:

- **Never make a purchase from an unsolicited email.** If spamming weren't economically viable, it would be obsolete. Not only can an email user fall prey to a potentially fraudulent sales scheme, but his or her email address can also be added to the numerous email lists that are sold within the spamming community, further compounding the number of junk emails received.
- **If you do not know the sender of an unsolicited email message, delete it.** While most spam is usually just annoying text, a spam email message could actually contain a virus and/or other exploit that could damage the computers of all who open it.
- **Never respond to any spam messages or click on any links in the message.** Replying to any spam message, even to "unsubscribe" or be "removed" from the email list only confirms to the spammer that you are a valid recipient and a perfect target for future spamming.
- **Avoid using the preview functionality of your email client software.** Many spammers use advertising techniques that can track when a message is viewed, even if you don't click on the message or reply. Using the preview functionality essentially opens an email and tells spammers you are a valid recipient, which can result in even more spam.
- **When sending email messages to a large number of recipients, use the blind copy (BCC) field to conceal their email addresses.** Sending email where all recipient addresses are "exposed" in the "To" field makes it vulnerable to harvesting by a spammer's traps.

TECHNICAL SERVICES UPDATE-(CONTINUED)

- **Think carefully before you provide your email address on websites, newsgroup lists or other online public forum.** Many spammers utilize "web bots" that automatically surf the Internet to harvest email addresses from public information and forums.
- **Never give your primary email address to anyone or any site you don't trust.** Share it only with your close friends and business colleagues.
- **Have and use one or two secondary email addresses.** If you need to fill out web registration forms, or surveys at sites from which you don't want to receive further information, consider using secondary addresses to protect primary email accounts from spam abuse. Also, always look for a box that solicits future information/offers, and be sure to select or deselect as appropriate.



MARK YOUR
CALENDAR!

Technical Advisory Group Meeting:

Date: May 20th, 2014

Time: 10am – 2pm

Location: Buffalo Campus of the Mid-East Career Center

Agenda: TBA

Please refer to the Technical Services departmental page for the list of current TAG members.

Communicate any comments, questions and/or concerns to your area representative.

Regional Spring Technology Meeting:

Date: May 23rd, 2014

Time: 9am – 12pm

Location: Quaker Dome, New Philadelphia

Agenda: TBA

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OME-RESA

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