MID-HUDSON
REGIONAL INFORMATION CENTER

2021-2022
Services Guide

MHRIC

Co-Ser 505

ENHANCED OFFICE PROFESSIONAL APPLICATIONS

Co-Ser 605

TABLE OF CONTENTS

CONTACT

Kathi Goodyear

kgoodyea@mhric.org

Manager, Financial Services

Phone: (845) 255-1450 ext. 1330

Fax: (845) 255-9104

OFFICE PROFESSIONAL APPLICATIONS LEARNING (OPAL)

ENHANCED

CO-SER 505.100 – 120

OFFICE PROFESSIONAL APPLICATIONS LEARNING (OPAL)

We are excited to announce our new Office Professional Applications Learning (OPAL) service. This new service combines an enhanced version of Technology Support Service (TSS) and Office Automation (OA). OPAL offers planned support and continuous training for a district's use of technology and related applications. Subscribing districts have access to the following:

OFFICE PROFESSIONAL INSTITUTE

Included in the Office Professional Applications Learning service is this one-day institute which will focus on helping employees from all areas of the district utilize technology tools and develop best practices that will help them perform their roles more efficiently. Join your colleagues for a day of skill building, networking, and learning practical tools for professional development. You may bring your notebook, tablet, or other device to enhance your learning experience. The institute is typically offered 2–3 times each year.

Registered attendees attend several different sessions and can select from various topics. These sessions will be full of tips and tricks useful to beginners, as well as more experienced users.

DAY AND EVENING CLASSES

The service includes unlimited scheduled classes: day, evening, in-person, or virtual.

These classes cover a broad range of office-based software packages, as well as other applications of Information Technology. Topics include but are not limited to:

- Gmail
- Google Applications
- Adobe Acrobat Pro DC
- Adobe Acrobat Forms
- Adobe Photoshop Elements
- Office 365 or MS OneDrive
- Making ADA Accessible Documents
- Specialty Projects Workshop
- Access
- Excel
- PowerPoint
- Publisher
- Word
- Chromebooks

Faculty, staff, parents, and Board of Education member(s) of participating districts may attend these classes at no additional charge.

Unlimited support via phone or virtual is provided to all class participants and school district staff. For a complete list of OPAL classes, go to the mhric.org homepage and click on the "Training" tab and Office Professional Applications Learning (OPAL) and the classes are on the calendar. You may register through My Learning Plan (MLP) by clicking the desired class on the calendar or on the homepage "Quicklinks".

CUSTOMIZED SESSIONS

The service offers customized Planning and Training sessions in-person or virtual. This includes up to six hours of one-on-one project time and up to nine hours of district-designed classes. The district determines the topics, schedule, and location, in consultation with our available trainers and subject to current conditions. In-person trainings at the district must use a minimum of three hours.

TELEPHONE, EMAIL, AND VIRTUAL SUPPORT

The MHRIC offers personalized help.

ADDITIONAL TRAINING SESSIONS AVAILABLE

Office Professional Applications Learning (OPAL) districts can request additional on-site training and support on a per diem basis. This may be requested by indicating the number of days required on the Services Guide Request Form or by contacting Kathi Goodyear at (845) 255-1450 ext. 1330 any time during the service year.

TECHNOLOGY LEADERSHIP INSTITUTE OPTION

Districts in the Mid-Hudson Valley can reserve membership seats in the Technology Leadership Institute (TLI) for School District Administrators at a reduced cost. The Technology Leadership Institute provides school district leaders with unique opportunities to engage with nationally known educational technology experts in local venues. It is a great place to learn, to share best practices, and to communicate the value of technology to improve and, in some cases, transform education.

Districts may reserve a specific number of membership seats for the year that can be shared by multiple district administrators, making this a very efficient and economical use of the TLI service. Please indicate the number of seats your district is requesting on your service request form.

OFFICE PROFESSIONAL APPLICATIONS LEARNING (OPAL)

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Kathi Goodyear

kgoodyea@mhric.org

Manager, Financial Services

Phone: (845) 255-1450 ext. 1330

Fax (845) 255-9104

OFFICE PROFESSIONAL APPLICATIONS LEARNING (OPAL)

NOTES

Co-Ser 605
Management Services

Student Services

Testing & Special Services

Communication

Financial Services

Food Service Management

Physical Security Services

Automated Calling & Emergency Broadcast

Technical Services

CONTACT

Noelle Zamow

nzamow@mhric.org

Manager, Student Services

Phone: (845) 255-1450 ext. 1244

Fax: (845) 256-0683

MANAGEMENT SERVICES
Student Services

STUDENT SERVICES

SchoolTool™ WEB-BASED STUDENT MANAGEMENT SYSTEM 605.412

SchoolTool™ is a user-friendly, web-based student management system. This application integrates data input features for census, attendance, discipline, counseling, scheduling, grading/grade book, medical, and faculty through a single interface and centralized database. Teachers have immediate access to the latest class lists and the ability to view students' IEPs. Administrators can view and report on accurate, up-to-the-minute student data. SchoolTool™ was designed specifically to meet New York State reporting requirements by allowing districts to track program as well as School Safety and the Educational Climate incident data (SSEC), extract data warehouse information, and generate reports in NYS required formats. Student and parent portals are also included in the application. Tasks that previously took days to do now take minutes, thus improving efficiency and saving districts time and other resources.

eSchoolData WEB-BASED STUDENT MANAGEMENT SYSTEM 605.413

eSchoolData provides districts with a Mid-Hudson Regional Information Center-hosted web-based student management system that takes advantage of the latest technologies. eSchoolData is a user-friendly, comprehensive, and NYS compliant solution for districts. Key benefits include real-time attendance, integrated gradebook with seating charts, ability to view students' IEPs, instant access to student academic records, integrated census module, and student and parent portal. eSchoolData also provides ad hoc reporting with the ability to drill down to data elements, such as poverty level, ethnicity, and program services.

HOSTING STUDENT MANAGEMENT APPLICATION, WEB AND DATABASE SERVERS

Included in the PLUS, PLUS No Production, and the BASIC service levels is the hosting of your district's student management system database, web and application servers at the Mid-Hudson Regional Information Center. The MHRIC will be responsible for ensuring the operational environment is up to date and that your student management system application is upgraded in a timely fashion. This will free the district from the burden of maintaining district applications and servers, thereby saving time and money.

STUDENT MANAGEMENT SYSTEM LEVELS OF SUPPORT

PLUS SERVICE
SchoolTool™ 605.412.290 – 334
eSchoolData   605.413.290 – 334

The Plus Service furnishes districts with a complete and comprehensive support package. In addition to initial software installation, training, and telephone support, the MHRIC will perform or provide additional support for the following tasks:

- Dedicated lead specialist offering districts "that personalized touch!"
- Printing of schedules, progress reports, and report cards.
- Printing of grading information (final average, honor roll, ranking, failure list) and other miscellaneous production, such as mailing labels and permanent record labels.
- NYSED data warehouse imports.
- Import 3-8 ELA and Math test scores, if requested.
- Import 4 & 8 Science test scores, if requested.
- Regularly scheduled conference calls, if requested.
- Virtual training, up to four (4) days included with this service.
- Creation of needed extracts, where possible/available (up to six (6) per district).
- Ad hoc reporting.

Plus is the appropriate choice for districts requiring the extra level of MHRIC support.

PLUS NO PRODUCTION SERVICE
SchoolTool™ 605.412.246 – 288
eSchoolData   605.413.246 – 288

The Plus No Production Service offers all of the benefits of Plus Support while giving districts the capability of running and printing production work and grading information in district. Included in the service:

- Dedicated lead specialist offering districts "that personalized touch!"
- NYSED data warehouse imports.
- Import 3-8 ELA and Math test scores, if requested.
- Import 4 & 8 Science test scores, if requested.
- Regularly scheduled conference calls, if requested.
- Virtual training, up to four (4) days included with this service.
- Creation of needed extracts, where possible/available (up to six (6) per district).
- Ad hoc reporting.

Plus No Production is the right choice for districts that have the equipment needed to print production but also enjoy the extra level of support.

BASIC SERVICE
SchoolTool™ 605.412.202 – 244
eSchoolData   605.413.202 – 244

The Basic Service is designed for districts that are capable of running the Student Management System with a minimum level of support from the MHRIC. Basic subscribers will receive the initial software installation, up to three (3) days remote training, data warehousing imports/support, and help desk telephone support.

Districts opting for Basic Service will be required to perform their own printing of schedules, progress reports, and report cards. Basic districts will be responsible for their own grading calculations and importing their own students' test scores. Creation of imports and exports are not included with this service. Additional service fees will apply for districts requiring any MHRIC support for these functions.

CONTACT

Noelle Zamow

nzamow@mhric.org

Manager, Student Services

Phone: (845) 255-1450 ext. 1244

Fax: (845) 256-0683

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CONTACT

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Districts interested in implementing SchoolTool™ *or* eSchoolData *should contact the Mid-Hudson Regional Information Center to discuss the transition, implementation, timelines, and hardware requirements. The Mid-Hudson Regional Information Center will assist current or new subscribers in understanding the district and Mid-Hudson Regional Information Center's responsibilities associated with the various levels of support.*

STUDENT MANAGEMENT SYSTEM ADD-ON OPTIONS

SchoolTool™ ELEMENTARY REPORT CARD 605.412.050 – 053

Districts have two options available for creation of the elementary report card: "canned" elementary report card (ERC) and customized ERC. Cost for the creation of the ERC will be dependent upon the option chosen. The ERC templates will be created within the SchoolTool™ application and available to teachers via the grades icon.

Included in this service is the support and training for the district to set up the following for the elementary school(s): cycle days, course catalog, grading setup, creating the master schedule, teaming maintenance, and generating student schedules. Additionally, the MHRIC will provide teacher training on the capabilities of the elementary grade book and entering grading information. Up to one (1) remote training session is included with this service. The MHRIC may be able to make changes to the wording of the competencies and minor changes to the report card. Changes that affect the report card layout or grading need to be done by Mindex, and the district may incur an additional charge.

SchoolTool™ PREMIER (DASHBOARDS) 605.412.062, 063, 066

SchoolTool™ Premier is a data analysis and mining product that allows K-12 administrators and teaching staff to spot trends, predict outcomes, and make data-driven decisions by analyzing their volumes of data. SchoolTool™ dashboards improves the districts' ability to easily access relevant student data to improve student outcomes with a few clicks of the mouse. Periodic User Group meetings are hosted by Mindex with all SchoolTool™ Premier districts invited.

eSchoolData ELEMENTARY REPORT CARD 605.413.050 – 053

Included in this service is the creation of the elementary report card (ERC) templates for each grade level, as well as support and training for the district in setting up the following for the elementary school(s): cycle days, course catalog, grading setup, creating the master schedule, teaming maintenance, and running student schedules. Additionally, the MHRIC will provide teacher training on the elementary grade book and entering grading information. Up to one (1) remote training session is included with this service.

eSchoolData eSD GURU® 605.413.080-083

eSD GURU® is a tool developed for eSchoolData districts. GURUBoards are about the simplification and meaningful presentation of student data. The eSD GURU API layer is about the simplification of data integration. Imagine not having to chase data all day long. Imagine being able to focus your expertise. We see the GURU in you, do you?

GRADE REPORTING MAILERS AND PROGRESS REPORT MAILERS 605.415

Grade Reporting Mailers provide districts with a report card mailing system. One copy of the report card is available for delivery to the school. The second copy is used by the Mid-Hudson Regional Information Center to mail report cards directly to students' homes. Districts may choose mailers for report cards and/or progress reports.

NEW ### RIC One API   605.708.015

The Mid-Hudson Regional Information Center is happy to offer districts the RIC One API service. RIC One API supports the exchange of data between authorized education solutions via a standards-based Application Programming Interface (API). Benefits:

- Enables vendor applications to seamlessly connect using one interface—RIC One. No need to maintain separate interfaces for the myriad of student information systems used throughout New York State
- Improves data quality
- Data is secure and ensures that applications comply with the NYS Parents Bill of Rights

If the district is interested in implementing the RIC One API solution, please contact the Student Services Support Center (Phone: 845-256-2450, Email: sssc@mhric.org) so we can evaluate the district's needs and the suite of applications currently available within the RIC One API service.

ATHLETICS MANAGEMENT SERVICES

FAMILYID, INC. 605.420.001 - 002

FamilyID is a refreshingly easy online registration tool that saves districts time, eliminates paper, and reduces risk. This easy, stress-free software allows parents to register online for all sports, programs, and activities at their child's school. Once the demographic information is entered, there is no need to re-enter it, ever! Just reuse, as needed, for multiple programs, such as:

- sports team registration
- signing up for school plays
- registering for summer programs
- field trip permissions
- sign up for clubs
- and any other programs your school can think of!

This application allows districts to collect more information in less time and with greater accuracy. It also makes it easy to organize the many forms required for athletics. It's customizable, secure, and great for both coaches and parents. It's easy for school personnel to see at a glance who is cleared to participate in a program and who isn't, as parents must complete all documentation and signatures before submitting a registration.

CONTACT

Noelle Zamow

nzamow@mhric.org

Manager, Student Services

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HUDL 605.420.003 - 005

HUDL is an all-in-one online school sports platform that allows districts to analyze video, track stats, manage feedback, and create video highlights in one easy-to-use online platform for all of your district's sports!

Record games, practice, and training sessions with your iPhone, iPad, or hard drive camera. The whole experience is available online, giving coaches and athletes secure access at home and on the go. There's no need for expensive equipment. You can even connect to Wi-Fi to upload video as it records and study it within minutes! Use playlists to quickly jump to the exact moments you want to examine. Create a presentation for team review, or pull together clips to illustrate what a player might need to improve upon.

DATA WAREHOUSING SERVICES

DATA WAREHOUSING AND STATE REPORTING   605.135

SED requires all districts and BOCES to work through their Regional Information Center to gather, maintain, and submit data to the Student Information Repository System (SIRS). The MHRIC will provide guidance to school districts and BOCES in the Mid-Hudson region to secure the required extracts from their respective management systems for the New York State Student Identification System (NYSSIS) and mandated elementary, intermediate, and secondary reporting. The management systems utilized and maintained on a daily basis by school district personnel will be the sources for all required data.

The NYSSIS identifier must be stored in the regional data warehouse maintained by the Regional Information Center and submitted along with accountability and other required data. The NYSSIS identification number will remain unchanged during a student's PK–12 experience, regardless of his or her movement between districts or a lapse of enrollment in New York State. The MHRIC migrates district and BOCES data on a weekly basis in order to submit the appropriate demographic data necessary to assign a new ID or retrieve a previously assigned number.

All districts are required to submit demographic, enrollment, program services, assessment, teacher/course, attendance, and special education data for all pre-school, pre-kindergarten, elementary, intermediate, and secondary students to the State Education Department through the regional data warehouse maintained by their Regional Information Center. The MHRIC will provide guidance to school districts and BOCES in this region to secure the required extracts from the respective management systems necessary for these reporting requirements.

Under this service, all districts and BOCES will also have access to a data reporting support center that can respond to questions and issues related to data submissions, reporting requirements, and timelines. The support center will be accessible via email or phone, and will have resources familiar with all facets of data collection and reporting through SIRS, including student data, program services, and staff data.

The Data Warehousing and State Reporting Service also provides access to web-based tools such as Level 0, L1RPT, and L2RPT.

CERTIFY – NYS DATA VALIDATION SERVICE   605.144

The NYS Validation Service, using the Certify application from Certica Solutions, Inc., provides the tools and resources that allow for automated validation of data in source systems (student management and special education management) with NYS reporting rules. With the Level 0 validation rules running against management systems daily, district personnel receive a "Data Quality Score" and detailed information on data "violations," down to the student level. In addition, documented "prescriptions" provide step-by-step instructions on how to locate and correct a data error in student and/or special education management systems.

CONTACT

Mariah Adin, Ph.D.

madin@mhric.org

Manager, Analytics & Coordinated Support Services

Phone: (845) 255-1450 ext. 1246

Fax: (845) 255-9104

MANAGEMENT SERVICES
Testing & Special Services

CONTACT

Mariah Adin, Ph.D.

madin@mhric.org

Manager, Analytics & Coordinated Support Services

Phone: (845) 255-1450 ext. 1246

Fax: (845) 255-9104

MANAGEMENT SERVICES
Testing & Special Services

The process provides daily feedback designed to:

- Validate data closest to their "source" prior to import to Level 0 or migration to the data repository.
- Maximize the amount of time available to correct data.
- Prevent data entry errors.
- Identify training needs.
- Ensure data accuracy and completeness for more meaningful information.
- Make data verification and certification an ongoing process with observable trends and improvements.

The Certify application can be modified to address new rules as they are implemented on a Statewide basis.

- The Certify – NYS Data Validation service requires preplanning with MHRIC staff for successful implementation. This service includes licensing the Certify application, hosting of the application, configuration of Certify against student management and special education management systems, training, and ongoing support.

DATA ADMINISTRATOR INSTITUTE   605.145

The Data Administrator Institute is an intensive 10-month program for those acting as the District Data Coordinator in their school district, BOCES or charter school. The Data Administrator Institute curriculum will cover areas such as establishing verification and data teams, defining and implementing data standards, identifying data sources and gaps, State reporting requirements, understanding the tools and resources available, and presenting meaningful data to promote and enhance data-driven decision-making.

The Data Administrator Institute provides training and support well beyond the basic tools, such as Level 0 and L2RPT. This is a comprehensive program that focuses on data accuracy, timeliness, and use with various audiences. As the central point of contact for data collection activities in a school district, the district data coordinator is key to initiating cross-departmental discussions and data management strategies that not only facilitate the data verification and certification processes, but, more importantly, create a culture of data understanding and use.

Participants in the Data Administrator Institute will have access to specific data presentation models, and other support materials and resources designed to complement the curriculum and promote district-level, building-level, and classroom-level discussions around data.

DATA MANAGEMENT

With increased data collection and reporting requirements at the local, State, and Federal levels, the need for consistent, accurate student data is greater than ever. The experienced staff at the MHRIC can assist districts with addressing this critical area.

SHARED DISTRICT DATA COORDINATOR SERVICE – FULL SERVICE   605.101.035

The MHRIC's Data Coordinator team will work with districts to provide support for information and reporting needs. The team will assist district personnel with establishing procedures to organize information efficiently and securely for accurate data reporting. The team will consult with school personnel for system requirements and processes, and fulfill the duties associated with the District Data Coordinator. Districts will have a designated point of contact from the Data Coordinator team who will meet regularly with the superintendent or other designated district-level administrator. Activities include but are not limited to:

- Develop and communicate a timeline of data collection and reporting activities and deadlines.
- Work with district personnel to establish a data verification/cleansing structure.
- Work with district personnel to establish data collection and reporting procedures (i.e. registration and enrollment processes).
- Provide advice and guidance on the verification/cleansing of State accountability data by working within the verification/cleansing structure to ensure data accuracy and completeness.
- Facilitate communication between district departments as it relates to State data collection and reporting activities.
- Deliver training on key data collection systems (i.e. Level 0, L1RPT, L2RPT).
- Import data from the MHRIC-supported source systems (Student Management System [SMS,] Human Resources [HR], and IEP Direct) to the Level 0 database.
- Identify validation errors at Level 0 and work with appropriate district personnel to make the necessary corrections in the source system(s).
- Move clean data from Level 0 to Level 1 regional data warehouse.
- Work with district and building administrators to review accountability reports for accuracy and completeness.
- Work with the administrative point of contact to obtain superintendent's signed statement of certification prior to deadline(s) determined by the NYSED.

DATA MANAGEMENT VERIFICATION SERVICE   605.101.036

A scaled-down version of our Shared District Data Coordinator Service that is ideal for a district who has a District Data Coordinator, but is looking for a "second set of eyes" to review and verify its data to ensure accuracy. With an assigned, knowledgeable staff member to guide your district, we will assist with building a verification team to handle the review/verification and advise on updates or corrections to be made in source systems. This service also provides assistance with review and verification of Level 2 Reports, including UIAS Reports.
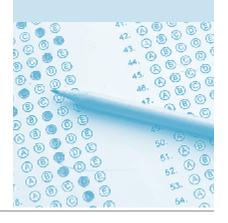
CONTACT

Mariah Adin, Ph.D.

madin@mhric.org

Manager, Analytics & Coordinated Support Services
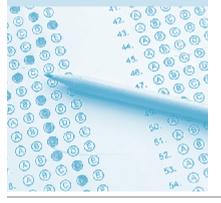
Phone: (845) 255-1450 ext. 1246

Fax: (845) 255-9104

MANAGEMENT SERVICES
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CONTACT

Mariah Adin, Ph.D.

madin@mhric.org

Manager, Analytics &
Coordinated Support Services

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Fax: (845) 255-9104

MANAGEMENT SERVICES
Testing & Special Services

PER DIEM ON-SITE SUPPORT   605.101.003, 605.101.009

MHRIC Data Coordinators are available for on-site support to reinforce data collection practices and procedures, assist District Data Coordinators in their efforts, and provide customized assistance and training. Days may be purchased as single days or in bundles of five days.

For detailed information on the Data Management services, please contact Karen Bartash at (845) 255-1450, ext. 1351.

SPECIAL SERVICES

CLEARTRACK 200   605.106

ClearTrack 200 is a non-profit competitor to the Frontline IEP and Medicaid products. Developed in and for NYS, ClearTrack 200 is committed to making special education management easier with an intuitive program that is flexible and user-friendly. School districts across New York State have long relied on ClearTrack 200 to answer their complex special education management needs.

Developed to provide unparalleled flexibility, ClearTrack 200 was designed to answer the distinct needs of multiple stakeholders in your district:

- With an interface designed by teachers for teachers, ClearTrack 200 allows easy access to all of your Special Education teachers' data input needs in a simple and easy format. It also includes step-by-step access to IEPs, test data, progress notes, Medicaid input, reporting needs, and more.
- For the General Education teacher, ClearTrack 200 provides a simple, one-screen view of their students' un-editable, finalized IEPs with an option to export to the district's student information system.
- The system includes a full-meeting and IEP management component for your CSE team, including system alerts to ensure compliance verification. Extensive reporting with access to hundreds of canned reports, custom reports, and queries will assist your CSE team to provide a deeper level of support to your students.
- For District administration, ClearTrack 200 provides peace-of-mind with state-of-the-art security and SSL data encryption. Your district is fully in control of who can see which components, as well as when a user can make changes. ClearTrack 200 also includes a component for logging viewed, finalized IEPs. Finally, do-it-yourself custom reporting can aid district administrators to extract the information needed from the fully relational database.

Other features include:

- Customizable security access by user, group, and/or document.
- Customizable and compliant IEPs and letter templates with query reporting of historical data
- Ability to create and share finalized IEPs in encrypted, password-protected PDFs.
- Fully integrated Medicaid component, including a teacher module.

- Full reporting, including data warehouse, State Aid Form A, custom queries, Office of Civil Rights, statistical and compliance, RS1/RS2, and over 120 other system reports.
- Track STAC high cost and staff cost per student, electronically submit school-age filings for STAC.
- Automated daily imports from student management systems and exports.
- Tracking of other special populations like 504, AIS and RTI.

CONTACT

Mariah Adin, Ph.D.

madin@mhric.org

Manager, Analytics & Coordinated Support Services

Phone: (845) 255-1450 ext. 1246

Fax: (845) 255-9104

RTI EDGE 605.108

Need a simplified data analysis tool for RTI? Look no further. RTI Edge is a complete Response to Intervention data tracking and analysis tool - all in one system! Easily identify struggling learners and their unique skill deficits with easy-to-use graphing solutions.

With RTI Edge, you can use data to make informed decisions to determine in a timely manner if interventions are making a difference with the child's progress. The most cost-effective, powerful, user-friendly product on the market, RTI Edge will benchmark ALL students three times a year and allow users to review benchmark results easily with one click. With an easy-to-use and intuitive graphical interface, your district will be able to:

- Easily identify struggling learners.
- Graph student and class performance.
- Predict student success.
- Track interventions based on unique student needs.
- Progress monitor goal performance.
- Generate RTI forms/letters quickly.
- Track RTI data team meetings and e-mail agendas.
- Reduce special education referrals.

RTI Edge features include:

Assessments
- Ability to track multiple assessment/benchmark data.
- Compare assessment results to State Test data.

Communication Tracking
- Letter tracking.
- Contact log.
- Parent notification.

Full RTI Tracking
- Enter universal screening data.
- Identify at-risk students.
- Individual skill-based tracking.
- Progress monitoring.
- Graph results.
- Predict student success.
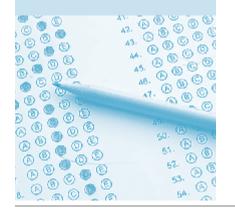
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Testing & Special Services

BRIGHTBYTES STUDENT SUCCESS, COLLEGE READINESS, AND INTERVENTION MANAGEMENT SYSTEM   605.107

The BrightBytes Student Success and College Readiness System from Clarity individualizes the warning signs of potential student failure using an advanced, research-based algorithm that determines the driving risk factors at each school, for each student. Using this sophisticated software, educators can intervene early, increase referral and academic resource follow-through, and track progress at the student level. The system also analyzes your district's current high school population against your district's successful college graduates to determine how "college-ready" your students are.

Unlike threshold models, the BrightBytes Student Success and College Readiness System uses next-generation predictive analytics software to enable districts to take a proactive approach to support at-risk students, with the ability to detect at-risk students as early as first grade, and with almost twice the accuracy of previous threshold systems.

BrightBytes Student Success and College Readiness System indicators span 24 different behavioral, academic, attendance, and demographic data. As data is updated, the predictive algorithm will adjust each individual student's risk profile. This allows the system to have 90% accuracy of drop-out prediction by first grade, and enables districts to initiate a proactive response to students in need of support before student risk levels become too severe. At the high school level, ACT, PSAT and SAT scores, enrollment in AP or "challenge" courses, various academic indicators, as well as data from the National Student Clearinghouse (NSC) are all used to determine college readiness.

The BrightBytes Intervention Management Module from Clarity simplifies the process of connecting students at-risk to the right intervention services using a bright, graphic interface and easy-to-use menus. The module allows educators to quickly assign services and track the reliability, frequency, and efficacy of those efforts. The software also allows for easy review and coordination of interventions to ensure the best path to individual success for each student.

The Student Success and Early Warning indicators work seamlessly with the Intervention Management module. Often, educators assign and plan interventions for students, but gaps in communication, collaboration, and documentation processes prevent students from receiving the intended support services. The Intervention Management module drives intervention efficacy with a streamlined process that quickly connects students to the right support with fidelity.

With the Intervention Management module, you can:

- Gain visibility around district-wide intervention trends to make informed decisions about resource allocation for support services.
- Monitor and analyze school-level intervention efforts to inform strategy and program coordination.
- Organize caseloads for schools, students, and providers with insight into past interventions and current referral procedures at each site.
- Ensure students are connected with the right support at the right time.

FRONTLINE IEP 605.105

Frontline IEP is a web-based special education management system providing input and maintenance capability for special education student demographic and program data. Frontline IEP is an intuitive and easy-to-use system and users can access the program from any Internet connection.

Frontline IEP can produce student IEPs, IESPs, CSE, and CPSE meeting information, goals, and program recommendations, as well as progress monitoring, based on the data that are inputted and maintained. Information required for the State-mandated PD reports, State Aid forms, and the Student Information Repository System can also be generated and submitted through Frontline IEP. Letters produced in Microsoft Word can interface with information in the Frontline IEP database. In addition, real-time file sharing and file transfers between Frontline IEP districts are available within the application.

Feature: Synchronicity with SMS

Frontline sync technology checks for database changes between the general education student information system and Frontline IEP/Frontline RTI, and regularly sends any changes automatically. This capability can work with a general education student information system that provides an automated file export in a standardized XML format in accordance with Frontline Education's specification. The creation of the automated file export to support the sync is the responsibility of the school system's vendor. Successful implementation of Frontline synchonicity requires careful coordination and planning between a district's technical staff, the MHRIC, Frontline Education, and the student information system vendor.

Feature: Document Repository

Document Repository is an online document management solution designed exclusively for Special Education. It allows districts to store, manage, and access documents electronically. The Frontline IEP document repository feature will enable your district to:

- Store electronic documents in Frontline IEP at the individual student level.
- Access documents electronically by authorized individuals.
- Control access to view and store documents based on group roles or individual users.
- Organize documents by category/type.
- Add document descriptions.
- Search for documents by multiple criteria.
- Securely manage documents electronically.
- Restrict editing of the content of documents after they have been stored.

Document Repository also includes a fax component to create and store images of paper documentation in those cases when a scanner is not available. The fax component creates an electronic file and stores it in the document repository using a standard fax machine.

Successful implementation of the Document Repository requires coordination and planning between a district's technical and special education staff, the Mid-Hudson Regional Information Center (MHRIC), and Frontline Education.
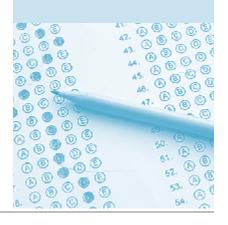
CONTACT

Mariah Adin, Ph.D.

madin@mhric.org

Manager, Analytics & Coordinated Support Services

Phone: (845) 255-1450 ext. 1246

Fax: (845) 255-9104

MANAGEMENT SERVICES
Testing & Special Services

CONTACT

Mariah Adin, Ph.D.

madin@mhric.org

Manager, Analytics & Coordinated Support Services

Phone: (845) 255-1450 ext. 1246

Fax: (845) 255-9104

MANAGEMENT SERVICES
Testing & Special Services

FRONTLINE RTI (RESPONSE TO INTERVENTION TRACKING AND MANAGEMENT SYSTEM) 605.217

This Web-based system for Academic Intervention Services/Response to Intervention offers the most comprehensive and easy to use AIS/RTI tracking and management software designed specifically for New York State school districts. Included in the system is a comprehensive at-a-glance tracking of each student's entire AIS/RTI information on one scrollable page; development of student AIS/RTI plans directly online for viewing, editing, and collaborating by all authorized staff involved with a student; built-in AIS/RTI tracking; and progress reports. System specialists at the Mid-Hudson Regional Information Center will assist districts with the specific Internet access configuration and hardware setup, as well as training and support for staff. Features include:

- Document, maintain, and track all AIS/RTI meetings and results of each meeting.
- Electronically populate and generate data collection forms (available in both elementary and secondary levels).
- Users have the ability to mass data enter multiple student interventions at one time, as well as create filters to allow the user to sort out student information quickly and easily.
- Reports and analytics available.

Additional features of the program:

- Provide automatic content and functionality updates in response to changing New York State regulations.
- Enable 24 hour/7 day access from any computer connected to the web, with real-time sharing of AIS/RTI student and program information among any number of authorized users at any location.
- Make communications and compliance with requirements fast and easy with point-and-click parent notifications.
- Save time and produce high quality reports through the function of a fully integrated tool for creating quarterly AIS/RTI progress reports.
- Allow built-in AIS/RTI tracking reports to be generated at the building and/or district level.
- Help keep track of AIS/RTI related tasks and ensure that the appropriate actions are taken with the use of Online "to do" lists.
- Provide authorized users a direct link to Frontline IEP to view students' IEPs within Frontline RTI.
- Response to Intervention Achievement Assessment Matrix.

FRONTLINE MEDICAID AND MEDICAID TOOLKIT   605.110

Frontline Medicaid is a web-based innovative tool for managing Medicaid claiming and direct billing as per the New York State School/Preschool Supportive Health Services Program. Frontline Medicaid may be used as a stand-alone application or in conjunction with Frontline IEP. When linked with Frontline IEP, useful validation rules are activated to assist with determining and maximizing valid reimbursement claims. Frontline Medicaid includes a wide range of reports useful for maintaining eligibility, claiming, and remittance records.

Additionally, Frontline Medicaid features the Medicaid Toolkit. The Toolkit is a powerful analytic and reporting tool, designed to significantly increase Medicaid Reimbursement.

This feature gives your district a clear picture of the potential Medicaid claiming and allows you to set realistic goals in maximizing reimbursement. In addition, it will assist the district to identify, prioritize and act fast on date sensitive billing for the highest potential opportunities in reaching these goals.

FRONTLINE ESA (EDUCATIONAL SERVICES AGENCY) 605.105

Frontline ESA includes all of the features and functionality of Frontline IEP. Developed specifically for use by BOCES sites in New York State, the system also contains billing and scheduling modules. Using the same web-based user interface, Frontline ESA is intuitive and easy to use. Frontline ESA is designed to accept file shares from school districts using Frontline IEP.

Frontline ESA includes reports and listings tailored to meet the needs of BOCES professionals. Information required for New York State reports and verification, and certain State Aid forms, can be generated through Frontline ESA. In addition, Frontline ESA provides the ability to create student schedules, maintain attendance records, and produce report cards and student cumulative records.

Frontline ESA requires a specific Internet browser and hardware setup.

TESTING AND REPORTING

NEW YORK STATE ASSESSMENTS 605.120

ALL-INCLUSIVE TESTING SERVICES PLAN 605.120.001

Enjoy all MHRIC testing services for one flat, RWADA-based fee. Included in this plan is unlimited customer support, issue resolution, assistance with roster creation and/or importing students from the SMS, answer sheet (creation, printing, quality control, delivery, scanning, and processing), test status reports, assistance with the test-ordering process, oversight of CBT testing and assistance with the transition to CBT, assistance with reconciliation of discrepancies, exporting and correction of response migration errors, summer cleanup, hosted student reports, presentations on and dissemination of information from NYSED, reminders and guidance, archiving of Impact folders and Regents image files, and all end-of-year reports.

- All grades 3-8 Mathematics and English Language Arts (ELA) exams, including CBT or paper-based options.
- All New York State Alternate Assessment (NYSAA) CBT exams for grades 3-12.
- All New York State Identification Tests for English Language Learners (NYSITELL) for Levels 1-8, grades K-12.
- All New York State English as a Second Language Achievement Tests (NYSESLAT) for Levels 1-6, grades K-12.
- All New York State Tests in Science for grades 4, 5, or 8.
- All Regents non-secure materials including essay booklets and reference tables.
- All New York State Regents exams, including Global History, Geography II (NF Global), Living Environment, Physical Setting/Chemistry, Physical Setting/Earth Science, Physical Setting/Physics, Regents Exam in ELA (Common Core), Regents Exam in Algebra I (Common Core), Regents Exam in Algebra II (Common Core), Regents

Mariah Adin, Ph.D.

madin@mhric.org

Manager, Analytics & Coordinated Support Services

Phone: (845) 255-1450 ext. 1246

Fax: (845) 255-9104

MANAGEMENT SERVICES
Testing & Special Services

CONTACT

Mariah Adin, Ph.D.

madin@mhric.org

Manager, Analytics &
Coordinated Support Services

Phone: (845) 255-1450 ext. 1246

Fax: (845) 255-9104

MANAGEMENT SERVICES
Testing & Special Services

Exam in Geometry (Common Core), U.S. History and Government, U.S. History and Government (Framework).

- Full color individual score reports plus B&W labels for ELA, Math, Science, NYSAA, and NYSESLAT.
- All ELA, Math, NYSESLAT, and Science response files.

BASIC TESTING SERVICES PLAN 605.120.002

This cost-effective option allows districts to enjoy the majority of MHRIC testing services for one flat, RWADA-based fee, with the option of additional, add-on services. Included in this plan is unlimited customer support, issue resolution, assistance with roster creation and/or importing students from the SMS, answer sheet (creation, printing, quality control, delivery, scanning, and processing), test status reports, assistance with the test-ordering process, oversight of CBT testing and assistance with the transition to CBT, assistance with reconciliation of discrepancies, exporting and correction of response migration errors, summer cleanup, hosted student reports, presentations on and dissemination of information from NYSED, reminders and guidance, archiving of Impact folders and Regents image files, and all 3-8 Mathematics and English Language Arts (ELA) exams, including CBT or paper-based options.

- All New York State Alternate Assessment (NYSAA) CBT exams for grades 3-12.
- All New York State Identification Tests for English Language Learners (NYSITELL) for grades K-12.
- All New York State English as a Second Language Achievement Tests (NYSESLAT) for Levels 1-6.
- All New York State Tests in Science for grades 4, 5, or 8.
- All New York State Regents exams, including Global History, Geography II (NF Global), Living Environment, Physical Setting/Chemistry, Physical Setting/Earth Science, Physical Setting/Physics, Regents Exam in ELA (Common Core), Regents Exam in Algebra I (Common Core), Regents Exam in Algebra II (Common Core), Regents Exam in Geometry (Common Core), and U.S. History and Government, and U.S. History and Government (Framework).
- Full color individual student reports plus B&W labels for New York State test in Science 4, 5, or 8.

OPTIONAL ADD-ON SERVICES FOR BASIC TESTING SERVICES PLAN

INDIVIDUAL STUDENT REPORTS   605.120.068, 605.120.086, 605.120.088, 605.120.097

- All Regents non-secure materials including essay booklets and reference tables.
- Full-color individual student reports plus B&W labels are available for the following exams:
  - English Language Arts (ELA) grades 3-8.
  - Mathematics grades 3-8.
  - New York State English as a Second Language Achievement Tests (NYSESLAT) Levels 1-6, grades K-12.
  - New York State Alternate Assessment (NYSAA) for all eligible students in grades 3-12.

ELECTRONIC RESPONSE FILES 605.120.200–211

Response files are available for the following exams:

- English Language Arts (ELA) grade 3
- English Language Arts (ELA) grade 4
- English Language Arts (ELA) grade 5
- English Language Arts (ELA) grade 6
- English Language Arts (ELA) grade 7
- English Language Arts (ELA) grade 8
- Mathematics grade 3
- Mathematics grade 4
- Mathematics grade 5
- Mathematics grade 6
- Mathematics grade 7
- Mathematics grade 8
- New York State English as a Second Language Achievement Tests (NYSESLAT) by district
- New York State Test in Science grade 4 (grade 5 when available)
- New York State Test in Science grade 8

BOCES ASSESSMENT REPORTING SYSTEM (BARS) ON THE WEB ASSESSMENT REPORTING   605.120.300

With BARS on the Web, test-scoring reports can be generated, printed, or saved beyond those available through the MHRIC NYS Assessment services. Data can be exported, reports filtered to disaggregate on subgroups, and desktop data comparisons can be performed. Multiple years of data are available for analysis and reporting. BARS on the Web uses data at the Level 1 data warehouse to provide comprehensive and up-to-date information. Reports and data will be added as new tests are administered and results become available. Reports for all State assessments are available. Districts purchasing a district-wide BARS license may set up unlimited accounts. Reports available include, but are not limited to:

- Common Data Views (CDV) p-Value Comparison (ELA, Math, Science, Regents)
- Comparison of Performance (ELA, Math)
- Constructed Response Distribution of Points Awarded (ELA, Math, Science, Regents)
- Frequency Distribution (ELA, Math, Science, Regents, NYSAA)
- Frequency Distribution by Teacher (ELA, Math, Science, Regents)
- Individual Extended Response (Regents)
- Individual Item Analysis (ELA, Math, Science, Regents)
- Individual Student Performance Report (ELA, Math, Science, Regents)
- Longitudinal Trend Analysis (ELA, Math, Science)
- Rank List (ELA, Math, Science, Regents)
- Released Questions Performance Report (ELA, Math)
- Performance Skills Analysis (Science)
- Performance Station Detail (Science)
- Learning Standards Analysis (Science)
- English Proficiency Levels (NYSESLAT)
- NYSESLAT Summaries (NYSESLAT)

CONTACT

Mariah Adin, Ph.D.

madin@mhric.org

Manager, Analytics & Coordinated Support Services

Phone: (845) 255-1450 ext. 1246

Fax: (845) 255-9104

MANAGEMENT SERVICES
Testing & Special Services

CONTACT

Kathi Goodyear

kgoodyea@mhric.org

Manager, Financial Services

Phone: (845) 255-1450 ext. 1330

Fax: (845) 255-9104

MANAGEMENT SERVICES
Communication

COMMUNICATION

SCHOOL BOARD MEETING & COMMUNICATION MANAGEMENT SOLUTION   605.205.001 – 009

As districts endeavor to provide their communities with up-to-date goals, initiatives, and accountability information, it is essential that administrators and board members have access to an online management system to access policies and documents, and share vital strategic planning information.

The MHRIC is pleased to partner with organizations that can provide a variety of integration services to streamline agenda preparation, facilitate board member communication, link school policies to action items, and enhance the effectiveness of **ALL** district meetings.

The base service includes unlimited support through Webinars, remote online assistance, email, and phone. Additional modules include policy, communications, strategic planning evaluations, and document management. All modules interface with each other. Use the full suite of products to streamline school district processes. Two on-site or remote support days are included in the service to enable MHRIC staff to plan and implement programming and train district staff. Additional on-site or remote support days are available on a per-diem basis. This may be requested by **indicating the number of days required on the Services Guide Request Form** or by contacting Kathi Goodyear at (845) 255-1450 ext. 1330 any time during the service year.

FINANCIAL SERVICES

CONTACT

Kathi Goodyear

kgoodyea@mhric.org

Manager, Financial Services

Phone: (845) 255-1450 ext. 1330

Fax: (845) 255-9104

nVISION LICENSING RENEWAL   605.305.016 – 030

There are mandatory yearly renewal fees for licensing of the nVision product. This service must be chosen on an annual basis to continue using the nVision product.

nVISION SUPPORT   605.305.031 – 035

nVision is a comprehensive financial system designed exclusively for New York State municipal environments. The basic package includes six modules: Accounting, Payroll, Human Resources, Negotiations, and Budget. Remote Requisition, Accounts Receivable, Bid, Timepiece, and OptiGate are available as separate modules. This integrated, SQL-based financial system facilitates system navigation. The standard installation supports district financial information that is maintained and hosted at the MHRIC using a Citrix environment.

The MHRIC Application Support includes:
- Training in MHRIC labs and at the district.
- New employee application training.
- Providing software assistance by phone and remote access.
- Downloading copies of district databases for support purposes.
- Conducting user group meetings to review fiscal and calendar year-end routines and introduce new application features.
- Hosting application workshops as determined by MHRIC specialists.
- Applying application software patches to incorporate new features.
- Applying database upgrades.
- In the event of district emergencies, providing space at the MHRIC (along with PCs and printers) for district personnel to complete essential payroll and AP check runs.
- Providing technical phone support for district technicians.
- Conducting efficiency reviews of district procedures to better utilize the nVision application.
- Maintaining permissions access for greater district security.

Districts wishing to subscribe to the Financial Services offerings should contact the MHRIC to schedule an nVision demonstration and project overview. At this time, MHRIC professionals will schedule a site survey conducted by MHRIC personnel. They will discuss implementation options and determine timelines, hardware requirements, software configuration, and operational workflow.

nVISION-REMOTE REQUISITION PROCESSING 605.305.036 – 037

This service option is available to those districts currently utilizing nVision. The Remote Requisition Manager is an additional module that interfaces with the Accounting Manager module of the nVision Series. It enables remote buildings to electronically submit purchase requisitions. Requisitions may be subject to several levels of electronic approval before final submission to the central business office. Online shopping is available. Approved requisitions are then printed with all other centrally approved purchase orders.

MANAGEMENT SERVICES
Financial Services

CONTACT

Kathi Goodyear

kgoodyea@mhric.org

Manager, Financial Services

Phone: (845) 255-1450 ext. 1330

Fax: (845) 255-9104

MANAGEMENT SERVICES
Financial Services

Remote Requisition Manager allows the remote user to review his/her location's budget codes, requisition status, and account histories. Approval paths prevent the remote user from gaining access to restricted account codes and areas based upon district-assigned permissions. A technical site survey is required to determine network connectivity.

nVISION-ACCOUNTS RECEIVABLE MODULE 605.305.052 – 057

This service option is available to those districts currently utilizing nVision. The Accounts Receivable Module is an additional module that interfaces with Accounting Manager. It enables districts to maintain customer information, create invoices, record payments, and produce related reports such as aging schedules, customer histories, and revenue sources. Invoices can be entered on an individual basis, or, if on a recurring basis, can be generated monthly, semi-monthly, or any other cycle the district chooses. On-screen query capability includes invoice status and customer balances.

nVISION - BID PACKAGE 605.305.076

This service option is available to all districts. nVision Bid is a comprehensive software solution designed to automate the manual bidding process for school districts and municipalities by effectively creating and managing bids from initial setup to the award stage. All awarded bids can be conveniently converted into requisitions or purchase orders with full historical analysis. Bid provides a centralized database to easily input bids, maintain vendors, and log bid response activity which complies with legal, regulatory, and report requirements. Bid Administrators have the capability to restrict requestor access and control the types of items requestors can add to a bid. Bid is a fully integrated module with nVision and is also available as a stand-alone application.

nVISION - FINANCIAL DATA-HOSTING OPTION/LICENSING 605.305.081 – 082

This service maintains the district's financial data and software on a server located at the MHRIC. The district retains the ability to input, access, and maintain its financial information, generate on-screen queries, and print checks and reports using nVision at the district. The connection to the network, the nightly backup of data, upgrades, and server maintenance are part of the MHRIC service. There is a hosting charge for this service.

nVISION-W-2 PRODUCTION OPTION   605.305.098

This option is available to all districts. The MHRIC will create laser W-2s in self-sealing, addressed envelopes, generate associated reports from district-supplied W-2 data, and deliver production to the district.

nVISION-1099/1095-C PRODUCTION OPTION   605.305.098

This option is available to all districts. The MHRIC will create laser 1099s from district supplied data, print the 1099s in self-sealing addressed envelopes, generate associated reports, and deliver production to the district. MHRIC will produce 1095-Cs and electronic file 1099s and 1094s for filing with the IRS.

nVISION - MHRIC PRODUCTION OPTION   605.305.101 – 110

The MHRIC uses nVision to produce payroll and AP checks, generate reports, and produce the district W-2s and 1099s via data entered by the district. In addition, the service includes courier delivery of district production, ordering of checks, support for network conductivity, and nightly backup of financial data. This service maintains the district's financial data on a server located at the MHRIC and accessed from the district.

nVISION - TIMEPIECE 605.305.216 – 221

Timepiece is a real-time, comprehensive, fully integrated time and labor management software solution that allows supervisors to monitor employees' time and attendance with more accuracy and reliability than ever before. Biometric clocks are custom-programmed to handle multiple jobs and budget codes. Data from Timepiece interfaces with both the Payroll and Human Resources modules. A site survey is required to determine network connectivity.

EMPLOYEE SELF SERVICE - OPTIGATE   605.305.900-914

OptiGate is a central gateway for use with nVision. The Employee Self Service (ESS) is a web portal that keeps supervisors, managers, and employees connected. This provides your employees and managers easy access to essential personal and employment information in a single location.

nVision ESS portal also gives your supervisors and management staff control by allowing them to review, approve, and deny requests such as time off, demographic changes, and dependent information submitted by employees.

Employees can view:
- Demographic and emergency contact information
- Education, certifications, licenses, and classes
- Dependents, spousal information, and beneficiaries
- Payroll checks
- YTD payroll and withholdings
- Voluntary payroll deductions and direct deposit
- Attendance events, balances, and leave requests
- Timesheets

Based upon district request, some of the above can be managed by the employee; approval from district personnel will be required to activate it in nVision.

PAYROLL PLUS CUSTOM SERVICE   605.305.300 – 301

The Payroll Plus Custom Service provides a district-specific payroll production solution. MHRIC Financial Services specialists enter semi-monthly or bi-weekly timecard and payroll information to generate checks and budget reports. In addition, the service provides simultaneous year-to-date updating in order to generate monthly, quarterly, fiscal, and calendar payroll reports. Nightly backup of financial data is included. MHRIC staff is available for planning and program support with district personnel.

CONTACT

Kathi Goodyear

kgoodyea@mhric.org

Manager, Financial Services

Phone: (845) 255-1450 ext. 1330

Fax: (845) 255-9104

MANAGEMENT SERVICES
Financial Services

CONTACT

Kathi Goodyear

kgoodyea@mhric.org

Manager, Financial Services

Phone: (845) 255-1450 ext. 1330

Fax: (845) 255-9104

MANAGEMENT SERVICES
Financial Services

PAYROLL PLUS HUMAN RESOURCES CUSTOM SERVICE 605.305.302

The Payroll Plus Human Resources Service provides attendance entry in the Human Resources module for those clients that subscribe to the Payroll Plus module. MHRIC Financial Services specialists enter attendance based upon reports provided by the client. Attendance can be printed on checks and all applicable reports will be provided upon request. Other options within Human Resources could be made available upon request.

ACCOUNTING PLUS CUSTOM SERVICE   605.305.304 – 305

The Accounting Plus Custom Service provides a district-specific accounting production solution for clients that already subscribe to the Payroll Plus Service. MHRIC Financial Services specialists enter accounting check information, and print checks and reports. In addition, the service provides simultaneous year-to-date updating in order to generate monthly, quarterly, fiscal, and calendar financial reports. Nightly backup of financial data is included. MHRIC staff is available for planning and program support with district personnel. Full accounting data entry services are available upon request.

WINCAP SERVICES   605.310

WinCap is a comprehensive financial system designed exclusively for New York State and New Jersey municipal environments. WinCap modules available for purchase are: Accounting, Purchasing, Payroll, Human Resources, Budget, Accounts Receivable, Bids, and GASB 34. Remote Requisition, Timesheets, Employee Self Service, and Payroll Vouchers are available as separate modules through WinCap Web interface.

AFFORDABLE CARE ACT SUPPORT SERVICE 605.315.000 - 002

The Affordable Care Act (ACA) is here to stay and the government needs timely reports and compliance from employers on offers of coverage for employees. The MHRIC has teamed up with a provider that offers a full range of support for these critical reporting mandates. Districts can sign up for the service no matter what financial software package they are currently using. The provider will work with district staff to determine which employees need coverage, filing of forms, and producing and mailing 1095-C forms on behalf of the district. They will help the district implement and maintain plan compliance and policies, as well as monitor ongoing salary, hourly, and variable-hourly activity. This service is fully eligible for State Aid.

EMPLOYEE MANAGEMENT SYSTEMS (EMS)   605.320

The MHRIC supports the SchoolFront Employee Management System. Track your employees from application through retirement using software specifically designed for school district Human Resources departments. Everything from creating job opportunities and interviewing, new employee onboarding, professional development, APPR tracking, evaluations, and secure file storage is available. Systems integrate with some financial systems and online recruiting sites. Applicants can access the sites from school district websites.

The MHRIC EMS support includes:
- Training in MHRIC labs and on site.
- Remote individual and group training sessions.
- New employee application training.
- Troubleshooting of application issues by phone and shadowing.
- User group meetings to review procedures and introduce new application features.
- Periodic efficiency reviews of district procedures to better utilize the software.
- Assistance in solving district-related software-specific issues.

CONTACT

Kathi Goodyear

kgoodyea@mhric.org

Manager, Financial Services

Phone: (845) 255-1450 ext. 1330

Fax: (845) 255-9104

MANAGEMENT SERVICES
Financial Services

CONTACT

Kathy Dunlavey

kdunlave@mhric.org

Coordinator, Customer Support

Phone: (845) 255-1450 ext. 1362

Fax: (845) 255-9211

FOOD SERVICE MANAGEMENT

SCHOOL FOOD SERVICE MANAGEMENT SYSTEMS
605.215.001 – 070

The MHRIC supports two (2) Heartland Food Service Management Systems, WebSMARTT and Mosaic. WebSMARTT utilizes SQL server replication to communicate data between school sites, the food service central office, and the MHRIC hosted WebSMARTT server. MOSAIC is Heartland's newest cloud-based food service solution. Mosaic's features include an intuitive graphical user interface, Speed-E mode at the POS line, the ability of the Central Office or manager stations to send real-time messages to the serving line cashiers, and an offline mode to seamlessly allow a meal session to continue if the Internet is down.

Heartland Food Service Management systems streamline many of the food service office functions, such as application processing, Direct Certification, and Verification processing. Each system includes built-in utilities for end–of–year rollover. There is an assortment of daily reports available for bank deposits, transaction tracking, sales and meal counts, reimbursements, and for other state and federal requirements.

The MHRIC team interfaces the food service management system with other MHRIC-supported district applications, such as student management systems and automated calling systems. Our team provides support for all aspects of system implementation for new districts, including installation of equipment and training central office staff, site managers, and cashiers. Ongoing support includes telephone support for food service directors and site managers and ongoing training. The MHRIC team uses remote access software to connect to district food service computers and POS registers to assist remotely. Technical support is available as needed.

Heartland also provides an online prepayment and account monitoring solution called MySchoolBucks and an online application processing solution called MySchoolApps.

The MHRIC provides the following services:

- Consultation and planning with district personnel.
- Technical installation/configuration and ongoing support.
- Data download and conversion from student management system to initially load the POS system database.
- Nightly download of student information from the student management system to continuously and automatically update the student information in POS system.
- Nightly download (optional) of the POS system free and reduced data to continuously and automatically update the student management system with appropriate state reporting records for the purpose of updating the NYS data repository.
- Application training and support.
- Email, telephone, and remote diagnostic support.
- Annual User Group meeting to review software updates, regulatory changes, and best practices.

WebSMARTT implementation is not available to new districts.

PHYSICAL SECURITY SERVICES

CONTACT

Noelle Zamow

nzamow@mhric.org

Manager, Student Services

Phone: (845) 255-1450 ext. 1244

Fax: (845) 255-9211

SECURITY BASE SERVICE 605-224.001 – 013

The MHRIC Security Service offers a range of technology solutions and options for schools that wish to secure their campus with state-of-the-art, IP-based Video Cameras with image recording capability, Door Access Control, Visitor Management Systems, Panic Devices, and more. The focus of this service is to provide technology solutions, utilizing existing resources and network infrastructure where possible, to keep students and staff safe, and bring awareness of vital security planning, training, and best practices.

The Base Security service includes:

- School Security Regional Collaboration Committee (SSRCC) meetings for members authorized by their Superintendent to discuss and share what has been beneficial to their campus, as well as lessons learned while implementing security systems.
- Vendor analysis of your existing network infrastructure to support security systems, identification of security needs by building, and recommendations for security systems on your campus.
- Contract administration.
- Procurement, vendor and/or MHRIC installation, training, and ongoing Help Desk support for the technology solutions selected.
- Help Desk assistance with problem solving and call routing to network experts.
- Presentations by security experts to stay abreast of new technologies, procedures, and methods that schools can adopt to keep their students and staff safe.

VIDEO SURVEILLANCE SYSTEMS (INCLUDES CAMERAS, STORAGE, VIDEO MANAGEMENT SOFTWARE)

This service provides an interior and exterior IP Video surveillance system for school district buildings and grounds. The system can be integrated into the district's existing IP network infrastructure. Cameras may be monitored in real time from multiple locations, and playback of stored video is available as needed.

A variety of cameras are available including: static mounts, pan tilt zoom (PTZ), infrared, exterior weather protected, vandal resistant, and digital zoom. Video recordings are stored on a Network Video Recorder (NVR), located in the district. Access to the district's images is secure and password protected.

ACCESS CONTROL SYSTEM (INCLUDES BADGE READERS, DOOR STRIKES & CONTACTS, AIPHONE INTERCOMS, AND ACCESS CONTROL MANAGEMENT SOFTWARE)

The Door Access Control Service provides perimeter security for exterior entrances, although, depending on the need, interior doors may also be protected for high value or sensitive locations. The system may be accessed by several means, including proximity cards or key fobs, swipe cards, bar codes, or biometric readers. The system is protected from power outages by battery backup. In the event of a power failure, all doors will be "fail closed" to maintain security. There is the provision for student ID cards to be incorporated into the security door system, if appropriate.

CONTACT

Noelle Zamow

nzamow@mhric.org

Manager, Student Services

Phone: (845) 255-1450 ext. 1244

Fax: (845) 255-9211

MANAGEMENT SERVICES
Physical Security Services

SECURITY COMMUNICATION TWO-WAY RADIOS 605.224

Security tools such as radios and indoor/outdoor positioning locator technologies are available through the Security Service. These tools allow district administrators to communicate important information with a click of a button via WiFi functionality and/or communication platforms using a private frequency. There are many products and communications options available, such as:

- Systems can be custom-designed to meet budget and district requirements.
- Radios can operate as both analog and digital, providing flexibility.
- Service allows for first-responder integration.

One to many communications, with the ability to expedite urgent communications, is available.

VISITOR MANAGEMENT SERVICES   605.224.008 – 009

Visitor management systems (VMS) help schools keep unwanted visitors out, while tracking those they allow in their building. Simply scan a visitor's driver's license (or other state issued ID) and the system instantly screens for registered sex offenders, domestic dispute offenders, and other trespassers. When a visitor is cleared, the software prints a badge with the visitor's information and destination in the school building.

The MHRIC has several different VMS options for schools as follows:

RAPTOR VISITOR MANAGEMENT SYSTEM

The Raptor® system monitors visitors, contractors, and volunteers who enter a building and provides instant screening for sex offender status and custody orders. Each and every visitor is instantly screened against the registered sex offender databases in all 50 states. Raptor can check visitors against custom databases set by each school (including checking for custody alerts and/or banned visitors). Raptor ensures that accurate and reliable records are kept for every visitor that enters your building with the ability to easily create reports. Know who is coming into your building while keeping sex offenders out.

On-Site Health Screening has been added to Raptor, enabling schools to require visitors, contractors, and volunteers to respond to important health questions on entry. Administration and security personnel will be immediately alerted should a visitor be identified as a potential exposure risk.

Raptor offers two visitor management solutions:

- Greeter station which allows district staff to scan the visitor's ID, take photo, and print out a visitor pass.
- Self-service kiosk for visitors to check in with minimal—or without—staff assistance. The visitor scans their ID. A photo is taken, and, following successful checks against the United States Department of Justice Sex Offender database and the district list of custody alerts/banned visitors, a visitor pass is printed.

▪ BADGEPASS VISITOR MANAGER

Registering and tracking visitors and guests to your facility has never been easier! BadgePass Visitor Manager is designed with input and feature suggestions from end user customers, just like you. It is user-friendly and fully integrated with BadgePass Access Manager.

Key features:

- Database integration tools
- Driver's license scanning
- OCR driver's license scanning
- Support for signature and photo capture
- Design and produce customized temporary visitor badges
- Expiring badge options available
- Cross-check against the National Sex Offender Registry
- Integration with Identity Manager employee ID software

EMERGENCY MANAGEMENT SERVICES

SHARE911 605.224.100 – 102

Share911 is a private and secure enterprise social network dedicated to emergency response that connects administration, employees, 911, and police/fire/rescue/EMS personnel, empowering everyone to share critical information with one another in real time. When an emergency is happening in your district, Share911 notifies you immediately and provides administrators and public safety incident commanders with unprecedented real-time visibility to see what's happening—showing you who needs help and who doesn't. With Share911, you can account for all of your employees and students in seconds and keep everyone informed of what is happening during an incident.

This cloud-hosted software is accessible by mobile, desktop, laptop, and any personal device with access to the Internet. The MHRIC will work with districts to obtain email addresses, set up the application, and train staff. This product is easy to use and could be a great addition to your school district's security plan. Over 2,000 schools nationwide have implemented Share911.

CONTACT

Noelle Zamow

nzamow@mhric.org

Manager, Student Services

Phone: (845) 255-1450 ext. 1244

Fax: (845) 255-9211

MANAGEMENT SERVICES
Physical Security Services

CONTACT

Kathy Dunlavey

kdunlave@mhric.org

Coordinator, Customer Support

Phone: (845) 255-1450 ext. 1362

Fax: (845) 255-9211

MANAGEMENT SERVICES
Automated Calling &
Emergency Broadcast

AUTOMATED CALLING & EMERGENCY BROADCAST

AUTOMATED CALLING & BROADCAST SYSTEMS
605.225.001 – 010

Automated calling and emergency broadcast systems are phone, email, and text messaging notification systems for: emergencies; attendance; food service account balance notifications; transportation notifications; and community outreach opportunities to parents, guardians, and staff members. Optional online and mobile app allows parents, guardians, and staff to personalize how they receive messages.

The MHRIC coordinates and works as a liaison, overseeing the integration of demographic and attendance files from your Student and Financial Management Systems into the broadcast system. The MHRIC Support team provides implementation support, training, and ongoing end-user support.

WEB CONTENT MANAGEMENT SYSTEM   605.226.001 – 004

This web-based system is 100 percent compliant with ADA, CiPA, FERPA, and COPPA, has a fully responsive design, and can be integrated with emergency notification systems, custom mobile applications, and social media. The system allows for real-time editing, making it easy for non-technical users to edit and manage images. The system also includes sophisticated modules for form creation and workflow assistance.

CUSTOM MOBILE APP   605.227.001 – 005

School District Custom Mobile Apps (CMA) are applications that run on any devices that use the Apple iOS or Android operating systems. CMAs deliver key content to parents, students, staff, and the community in an easy-to-use format. With only a simple touch or swipe, users can access district or school news, calendars, lunch menus, sports schedules, notifications, social media, and more. The district is in complete control of the design, content, and app store icon. The CMA feeds off existing data streams that the district publishes routinely. Hosting and technical management including updates are included in the service. New content streams may be added at any time.

TECHNICAL SERVICES

OUS WAN SERVICE   605.605

This service provides Wide Area Network (WAN) capacity that inter-connects district buildings at bandwidths ranging from 100 Mb/s to 10 Gb/s (based on district preference and availability). It also connects the district hub to the county hub, allowing access from the district to other locations within the Mid-Hudson region and the Internet. Presently this service is only available to school districts located in Orange, Sullivan, or Ulster counties.

DATA PRIVACY

REGIONAL DATA PRIVACY AND SECURITY SERVICE   605.708

The MHRIC provides data security and privacy tools alongside expertise to support districts in the region to meet their data security challenges. A major benefit of this service is the increased confidence of school boards, faculties, parents, and students in their district's ability to protect their data. This service supports district compliance with New York State's Common Core Reform Act, Education Law 2-d. Key features include:

Inventory Tool: This tool enables districts to compile a list of their software inventory, as well as link to third-party vendor's software privacy policies and notices, thus enabling districts to comply with provisions of the New York State Parents' Bill of Rights.

Online Training: Web-based security awareness training that follows a structured outline, including a formal assessment and printable certificate of completion, is offered for district teachers or staff.

Digital Digests & Archived Digests: Quarterly newsletters are available on the topic of data privacy and security featuring current information, effective strategies, best practices, and leadership resources. Digital blasts are used to keep districts informed on the latest developments in the field.

Webinars: Dive even deeper with webinars on featured topics.

NETWORK AUDIT   605.707.001

The MHRIC can provide answers and solutions to technical network issues. As part of an audit, a network map will provide districts with graphical representations of their local area networks. A needs analysis will be performed. Consultation, planning, and design assistance are available to analyze the needs and identify appropriate software and hardware configurations. Recommendations for network improvement are also offered.

DATA AND NETWORK SECURITY   605.707.002

Due to a changing world, there is an increasing responsibility to implement information security policies, guidelines, and procedures. The MHRIC can provide expertise in telecommunications and network security, information security, security management practices, virus protection, content filtering, firewalls, and intrusion detection for wired and wireless networks. This offering can be customized to a district's needs.

CONTACT

Silas Whittaker, Jr.

swhittaker@mhric.org

Manager, Technical Services

Phone: (845) 255-1450 ext. 1372

Fax: (845) 255-8694

MANAGEMENT SERVICES
Technical Services

CONTACT

Silas Whittaker, Jr.

swhittaker@mhric.org

Manager, Technical Services

Phone: (845) 255-1450 ext. 1372

Fax: (845) 255-8694

MANAGEMENT SERVICES
Technical Services

PHISHING TESTS AND STAFF AWARENESS TRAINING SERVICE   605.706

The MHRIC Phishing Security Audit Service provides access to online training programs that staff may complete at their own pace. The concepts and examples will educate staff about the types of emails they may wish to delete or bring to an administrator's attention. Staff awareness training is the most effective and most economical way to fight cyber attacks. Through a combination of periodic email phishing tests sent to your staff, as well as online security awareness training, you can dramatically improve your defenses against a network, data, or cyber attack. The service also provides detailed phishing participation reports, which are generated and sent to your district for review and potential follow-up.

DISASTER RECOVERY/OFF-SITE DATA STORAGE 605.705.001

With increased amounts of data being stored on minicomputers and network servers, there is a need for backup data to be stored off-site and the concurrent need for the development of a disaster recovery plan. The MHRIC can back up a district's services and critical data remotely and provide off-site storage. Restoring files is just a few mouse clicks away.

MHRIC disaster recovery planning professionals can address a district's disaster recovery or off-site data protection needs.

MID-HUDSON
REGIONAL INFORMATION CENTER

175 Route 32 North
New Paltz, NY 12561
(845) 255-1450

www.mhric.org