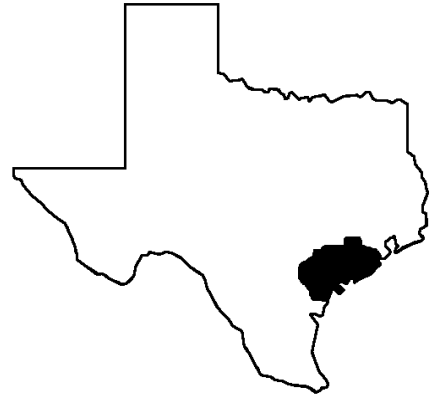


2013-2014



# **Catalog of Services**

## Region III Education Service Center

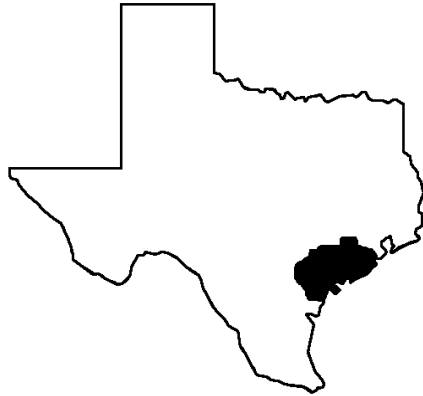
1905 Leary Lane  
Victoria, Texas 77901  
(361) 573-0731  
[www.esc3.net](http://www.esc3.net)

# Region III Education Service Center

1905 Leary Lane  
Victoria, Texas 77901-2899  
(361) 573-0731  
www.esc3.net

## Board of Directors

Mr. Ronald C. Flournoy, Chairman  
Mr. Reggie Brisco, Vice Chairman  
Mrs. Sandra Kimball, Secretary  
Mrs. Mary Hickok  
Mrs. Janie Rudolph  
Mr. Frank Torres  
Mrs. Judy Waligura



## Administration

Dr. Julius D. Cano, Executive Director  
Anthony C. Dueser, Deputy Executive Director for Business  
Charlotte Baker, Deputy Executive Director for Programs and Services  
Nan Gainer, Director for Curriculum and Instruction  
Brenda O'Bannion, Director for Student Support  
Linda Ledwig, Director for Early Childhood Intervention

## ISO 9001:2008 Certified Management System

### Quality Policy

**Region III Education Service Center is committed to improving the performance of all learners through a continuous improvement process supported by ISO 9001:2008 standards that ensures effectiveness and efficiency in meeting customer requirements.**

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# Region III Education Service Center

## Programs/Contact Persons

### Administration

Executive Director ..... Dr. Julius D. Cano  
Executive Assistant.....Cathy Warren  
  
Communications ..... Dr. Julius D. Cano

### Business Administration Services

Deputy Executive Director for Business..... Anthony C. Dueser  
Deputy Director's Secretary ..... Kelly Hauboldt

### **Business Office**

Business Office Supervisor..... Jennifer Sappington  
Accounts Payable ..... Theresa Loescher  
Accounts Receivable ..... Theresa Loescher  
Human Resources .....Cathy Warren  
Payroll..... Regina Mitchell

### **Business Administration Services**

Child Nutrition Program ..... Renee Schilling, Carly Shock  
District Bookkeeping Services .....Mary Helen Robles  
E-Rate Application Services..... Laura Ratliff  
Printing Services ..... Katherine Schroeder  
Regional Purchasing Services .....Brandon Yendrey  
Region III Employee Benefits Coop.....Anthony C. Dueser  
School Finance Contracted Services..... Laura Ratliff  
School Health Contracted Services.....Lori Sturm  
Teacher Resource Center .....Dell Gohmert

### Programs & Services

Deputy Executive Director for Programs & Services.....Charlotte Baker  
Deputy Director's Secretary ..... Peggy Van Pelt

Accountability..... Charlotte Baker, Pam Snyder, Dina Rogers  
Alternative Education and Charter Schools.....Charlotte Baker  
Bus Driver Certification.....Peggy Van Pelt, Charlotte Baker



# Region III Education Service Center

## Programs/Contact Persons

Continuous Improvement Process/Site-Based Decision Making .....	Pam Snyder, Dina Rogers
Credit by Exam .....	Peggy Van Pelt, Charlotte Baker
District and Campus Assessment Coordination.....	Pam Snyder
Educator Preparation Program.....	Tonia Rozner
Instructional Leadership Development Training/Professional Development and Appraisal System (PDAS).....	Charlotte Baker
Leadership Services .....	Charlotte Baker
Personnel Services .....	Peggy Van Pelt, Charlotte Baker
School Board and Superintendent Leadership Development .....	Charlotte Baker, Julius D. Cano

### Curriculum & Instruction

Director for Curriculum & Instruction.....	Nan Gainer
Secretary .....	Cathy McCormick
Bilingual/ESL Contracted Services .....	Ester Preston and Rosie Hale
Career and Technical Education (CTE) Contracted Services.....	Cheryl Shamburger
TEKS Resource System.....	Gayle Parenica, Jamie Purcell
Curriculum Contracted Services.....	Gayle Parenica
Dyslexia Contracted Services .....	Pam Dolezal
English Language Arts, Reading and Writing Contracted Services.....	Pam Dolezal, and Terri Smith-Chavira
Gifted/Talented Base Services.....	Mary Lea Pfenninger
Gifted/Talented Contracted Services .....	Mary Lea Pfenninger
High Priority Campuses .....	Nan Gainer
Instructional Coaching.....	Cindy Marshall, Nan Gainer
Math Contracted Services.....	Debbie Humphreys, Cindy Marshall, Pam Yosko, Leila Cubriel
Pre-Kindergarten Contracted Services.....	Lori Strum
Professional Development .....	Charlotte Baker, Nan Gainer, Brenda O'Bannion, Mary Beth Matula
Project Share.....	Jamie Purcell
Science Contracted Services.....	Leila Cubriel, Corey Sturm
Social Studies Contracted Services.....	Jamie Purcell
Spelling Bee .....	Cathy McCormick
STAAR One.....	Jamie Purcell
Title I, Part C, Carl D. Perkins SSA (CTE) .....	Cheryl Shamburger
Title III English Language Acquisition SSA .....	Ester Preston and Rosie Hale
WebCCAT.....	Gayle Parenica

# Region III Education Service Center

## Programs/Contact Persons

### Early Childhood Intervention

Director for Early Childhood Intervention (ECI) ..... Linda Ledwig  
Coordinator for Early Childhood Intervention (ECI) ..... TBA  
Secretary ..... Heather Carr

### Student Support

Counselor Symposium ..... Phyllis Hamilton  
Director for Student Support ..... Brenda O'Bannion  
Secretary ..... Karen Volcik

NCLB Adequate Yearly Progress (AYP) School Improvement Progress (SIP)..... Dina Rogers  
..... Brenda O'Bannion  
Migrant Education Program..... Linda Easterling, Nez Paniagua  
NCLB (No Child Left Behind) Student Support Services/  
Federal Programs Application Services..... Brenda O'Bannion, Dina Rogers  
..... Beverly Wyatt, Linda Easterling  
Safe Schools..... Amy H. Garcia

#### Special Education

Assessment ..... Kenda Matson  
Assistive Technology Devices ..... Lottie Tomko  
Behavior and Discipline Management for Students  
with Disabilities ..... Phyllis Hamilton  
Child Find/Child Serve..... Mary Kathryn Evans  
Compliance, Fiscal Requirements, Program Support ..... Brenda O'Bannion  
Least Restrictive Environment/Inclusion ..... Kathy Graham  
Parent Coordination..... Phyllis Hamilton  
Preschool Program for Children with Disabilities..... Mary Kathryn Evans  
Programming for Low Incidence Disabilities and Autism..... Lottie Tomko-(Autism),  
..... Kenda Matson-(Evaluation)  
Services for the Deaf or Hard of Hearing..... Lottie Tomko  
Services for Speech Language Pathologists..... Kenda Matson  
Transition..... Kathy Graham-Secondary, Mary Kathryn Evans-PreSchool  
Visually Impaired ..... Dina Rogers

# Region III Education Service Center

## Programs/Contact Persons

### Network/Management Information Systems

Coordinator for Management Information Systems .....	Mary Beth Matula
Coordinator for Network Operations .....	Bob Buchholz
Secretary .....	Velma Robinson
AskTED .....	Bob Buchholz
Business Manager Contracted Services.....	Dawn Cummings
Data Management for Assessment and Curriculum (DMAC) State Assessment... ..	Pam Snyder
Distance Education .....	Jennifer Wyatt
E-mail/Web Hosting .....	Bob Buchholz, Derek Gore
Finance Accounting Services.....	Dawn Cummings
Gale Database Subscriptions.....	Jennifer Wyatt
Instructional Materials (formerly Textbook Display and Presentations).....	Jennifer Wyatt
Instructional Resources Cooperative .....	Jennifer Wyatt
Instructional Technology Support.....	Jennifer Wyatt
Library Projects.....	Jennifer Wyatt
Library Support Service.....	Jennifer Wyatt
Living Materials Cooperative .....	Jennifer Wyatt
Management Information Services (MIS) .....	Derek Gore
PEIMS Services .....	Mary Beth Matula, Charlyn Sciacca, ..... Dawn Cummings, Becky Pullin, Geriann Neumann
NET3 Regional Network Services.....	Bob Buchholz, Gail Repka
NetTrekker Online Search and Curriculum Support .....	Jennifer Wyatt
On-Site Library Support Service .....	Jennifer Wyatt
PEIMS Data Plus Software.....	Pam Snyder
Region III ESC Web Resources.....	Bob Buchholz
Studio Services.....	Gail Repka
Technology Planning.....	Pam Snyder
Technology Resources (Web Resources) .....	Bob Buchholz
Technology Technical Support Services .....	Bob Buchholz, Luis Burgos
TETN .....	Bob Buchholz, Gail Repka
TimeClock Plus Web Application .....	Dawn Cummings, Geriann Neuman
TxEIS Plus Business Software Support.....	Dawn Cummings, Geriann Neuman
TxEIS Plus Student Software Support.....	Charlyn Sciacca, Becky Pullin

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## **Accountability**

### Description:

Services for State and Federal Accountability, Performance-Based Monitoring (Analysis System), Accreditation, and other TEA audits are designed to provide training and technical assistance to school districts for monitoring activities, planning and self-evaluation.

### Services available to districts include:

- Provide in-house orientation and updates to accountability process for district staff
- Telephone and e-mail technical assistance
- Data analysis review
- Orientation to School Board on the compliance requirements
- Provide telephone technical assistance in submitting responses

ESC Contact: Charlotte Baker, Pam Snyder, Dina Rogers, Brenda O'Bannion

## **Alternative Education and Charter Schools**

### Description:

Technical assistance is available in a variety of areas related to alternative education. Workshops, educational code updates, and general technical support are offered to address Chapter 37 concerns, placement issues, alternative accountability, testing requirements, JJAEP issues, and other areas of concern.

Questions related to home schools, charter schools or other non-traditional education can be referred to the ESC Staff.

ESC Contact: Charlotte Baker



## **AskTED**

### Description:

As of June 1999 TEA requires AskTED directory and school information to interface with PEIMS and be maintained through the TEA web site. The ESC provides technical assistance and training related to maintaining basic district directory information in AskTED.

ESC Contact: Bob Buchholz

## **Bilingual/ESL Contracted Services**

### Description

The Bilingual/ESL Contracted Services provides training and technical assistance to member districts to assist them in meeting the needs of Limited English Proficient (LEP) students.

### **Option 1: District Support Services**

Provide assistance with:

- Program planning, implementation, and evaluation as related to Performance Based Monitoring
- Developing strategies/activities to implement into campus/district planning
- Student identification and services
- Writing waivers/exceptions

### **Teacher Services**

- Teacher observations/conferencing
- Instructional planning based on district/campus data
- Provide a Bilingual ESL lending library with testing materials and supplemental teaching materials

### **Staff Development for Bilingual/ESL**

Topics for workshops/trainings may include:

- Compliance and Assessment
- LPAC Framework, TELPAS, LPAC Decision Making
- ESL TExES Review
- ESL Instruction
- Differentiated Instruction
- Strategies for the ESL Classroom
- Sheltered Instruction
- Second Language Acquisition
- English Language Proficiency Standards (ELPS)
- Bilingual Instruction
- LEER MAS, LEER MAS II
- Strategies for the Bilingual Classroom
- Tejas LEE
- Foreign Language
- Strategies for teachers of Spanish I-IV

Delivery of training: Region III, NET3, and Online (Onsite: max – 30 participants)

Cost:

Base Fee: \$150 plus \$25 per identified LEP student.

Districts with less than 401 identified LEP students – Minimum fee of \$500 and a maximum \$5,000

Districts with more than 400 identified LEP students – Maximum \$8,000

Pricing is based on current identified LEP students. The actual invoice will reflect the 2013-2014 identified students.

ESC Contact: Ester Preston and Rosie Hale

## **Bus Driver Certification Training**

### Description:

Bus Driver Certification Training is a state mandated program to provide 20-hours of certification training to all new school bus drivers. Experienced drivers are required to take an 8-hour refresher course every three years. Course content is as prescribed by the Department of Public Safety.

Cost: \$150 – Certification training per participant (Maximum)  
\$60 – Recertification training per participant (Maximum)

Additional Fee: \$10 fee for duplicate bus driver certification card  
\$10 fee for early permit for bus driver certification

ESC Contacts: Peggy Van Pelt, Charlotte Baker

## Business Manager Contracted Services

### Description:

Region III ESC will provide qualified staff with experience in auditing and governmental and school district accounting. The services available may include the following:

- Review and oversight of the monthly general ledger and data entry procedures associated with the district's bookkeeper
- Financial and compliance issues for Special Revenue funds
- Reconcile bank accounts for internal control oversight
- End of month and fiscal year close
- Prepare reports for Board Packet and attend Board meetings as needed
- Assist/Prepare the district Budget
- Monitor and review the budget and propose and communicate to superintendent any necessary budget amendments throughout the year
- Estimate State Aid from the Summary of Finance template
- Monitor Maintenance of Effort
- Prepare for annual independent audit and assist auditor as needed including posting of audit entries into prior and current year
- Review and oversight of PEIMS Data Submissions that affect the Business office

### Region III ESC Responsibilities:

- Establish an annual calendar of services to be performed for the District
- Schedule technical assistance via Net3, telephone, email, on-site, remote access or webinar as determined by ESC specialist
- Evaluate any requests and provide the ESC's best solution and appropriate course of action in the best interest of the District related to business operations
- Review and consider any or all data provided by the District related to business operations

### District Responsibilities:

- Provide all documents and data necessary to accommodate users request in timely manner
- Make personnel available at arranged times for discussion of all matters that concern the requested services

A district may choose to select this service for the year and will be billed at the annual amount indicated below. This service will collaborate with the district's bookkeeper or designated representative for data entry processing. If the district contracts with Region III for District Bookkeeping Services, they may choose to add this service for oversight and review of those processes. If a district needs only select services listed above and/or others not indicated, they would be available through the Finance Accounting and/or the School Finance Services, as applicable. This will be evaluated on an as needed basis and billed at the hourly rate indicated by each of these respective contracted services.

Cost: Enrollment	Annual Rate
<200	\$12,000
200-500	\$18,000
501-1,000	\$24,000
>1,000	Contact ESC

ESC Contact: Dawn Cummings

## **Business Office Operations**

### Description:

The Business Office provides reliable, efficient, and cost-effective business services, solutions, and support. Internally managed business activities include accounts payable, accounts receivable, human resource/payroll services, program expenditure reporting and analysis, and general financial technical assistance and support.

The Business Office maintains the general ledger on a computerized accounting system that keeps track of all accounting functions in full compliance with the Texas Education Agency's Financial Accountability Resource Guide. The processing model is built on efficiency, compliance, effectiveness, and accurate reporting of financial information.

Questions regarding district billing, payment, shared service arrangements, and other business transactions between the school district and the Education Service Center should be directed to the Education Service Center's Business Office.

ESC Contact: Jennifer Sappington

## Career and Technical Education (CTE) Contracted Services

### Description:

Region III Career and Technical Education Contracted Services Arrangement will provide services to member districts through professional development and technical assistance in developing and implementing quality CTE programs.

### **Option 1: Web-based Career & Guidance Package**

Provide a web-based career and guidance package, which will include annual update training at the ESC by the provider.

\* Additional days may be contracted, as needed, dependent on district need, at \$275 for half day or \$550 for full day. (May include one day of training to students or teachers provided by the ESC consultant, in student interest assessment)

Cost: \$750 per campus

### **Option 2: CTE Program Review**

Provide a campus based CTE Program Review. The purpose of the review is to provide districts with feedback and information that can be used for CTE program planning. The review will be based on instructional and compliance standards for CTE programs and may include but not limited to PBMAS and PEIMS data, student and teacher interviews and facilities observations.

Cost: \$1,650 per campus

### **Option 3: Customized Services**

- Customized Services for Non Shared services districts
- On-site training/technical assistance dependent upon district need

Cost: \$550 per day

ESC Contact: Cheryl Shamburger

## **Child Nutrition Program**

### Description:

The ESC Child Nutrition Program is designed to provide technical assistance in all phases of program operations with regard to child nutrition program management to the following personnel:

- School district employees
- Charter school employees
- Residential child care institution (RCCI) employees
- Private/faith-based school employees
- Child and adult care sponsors and employees

### Service areas are:

- Assist contracting entities with compliance of all state and federal regulations governing the operation of the National School Lunch, School Breakfast, After School Care, Seamless Summer Option, Summer Food Service, and Child and Adult Care Feeding Programs.
- Provide on-site technical assistance to contracting entities scheduled for an Administrative Review by the Texas Department of Agriculture (TDA). On-site visits are made prior to and following the review; assisting in the development and implementation of corrective action if necessary.
- Assist and coordinate training or technical assistance that supports contracting entities with implementation of the United States Department of Agriculture (USDA) menu planning system, civil rights training, and Texas Public School Nutrition Policy (TPSNP).
- Provide summer training for child nutrition program personnel.
- Application reviews and assistance will be provided to all contracting entities applying for the Healthier US School Challenge (HUSSC).

ESC Contact: Renee Schilling, Carly Shock



## Communications

### Description:

**Professional Development:** Descriptions of professional development offerings are available via the web on the Region III ESC Web Site ([www.esc3.net](http://www.esc3.net)). On-line registration is available with email confirmation. Workshop attendance history is available to participants.

**Regional Directory:** An annual directory of regional school personnel is prepared. The directory includes other information such as the media van route schedule, the ESC Service Directory, and e-mail addresses.

**Region III ESC Calendar:** Region III provides an appointment-planning calendar to school superintendents and principals with calendar data from the forty school districts in the region. Test dates and regional superintendents' meetings are noted. In addition, superintendents and principals are provided a pocket calendar.

**Catalog of Services:** This informational booklet describes the services provided by the Service Center available to school districts.

**Contracted Services and Shared Services Arrangements (SSA) Packet:** Annually, each spring a packet of descriptions with costs is produced describing offerings to the school districts. The contracted services are also included in the Catalog of Services booklet. A PDF of the packet can be accessed via the Region III ESC Web Site, Administration department link. The information is provided electronically to school districts for selecting services.

**ESC Web Site:** The Region III ESC Web address is [www.esc3.net](http://www.esc3.net) and links professional development offerings, ESC III personnel, downloadable agendas, handouts, and other information to assist educators. It has links to school district web pages, the Texas Education Agency and other entities of interest to educators.

**On-Line Suggestion Box:** Available to educators via the ESC Web Site to provide feedback to the ESC concerning services, needs, programs, etc.

**Superintendents' Study Group/Advisory Committee Meeting:** Meetings at the ESC are usually held the first Wednesday December, February, April and in May in conjunction with the Spring School Board Conference. The October meeting is held off site in conjunction with the Superintendents' Leadership Conference.

**Superintendent Cluster Meetings:** The region is divided geographically into cluster sites, and the Center coordinates the cluster meetings for superintendents. Fall and spring cluster meetings are held on-site in districts and via the NET3 telecommunication network. The meetings provide information on items of current interest and provide a forum for idea exchange.

**ESC Contact:** Julius D. Cano

## **Continuous Improvement Process Site-Based Decision Making**

### Description:

As required by law in TEC 11.251, 11.252, and 11.253, each school district and campus is required to develop, review, and revise plans for the purpose of improving the performance of all students on an annual basis.

Services provided to a designated district or campus team to conduct a year long review of trends, programs, data analysis; planning; development and implementation of strategies; and evaluation for effectiveness. Teams receive on-site sessions and technical assistance during the year.

Cost: Contact ESC staff for details and assistance.

ESC Contacts: Dina Rogers and Pam Snyder

## **Counselor Symposium**

### Description:

School Counselors participating in this service are provided numerous opportunities to network with fellow counselors; receive information and training on legal issues, TEA updates, and programs/services focusing on student needs. Services include: e-mail participation, technical assistance through phone and e-mail, Net3 offerings, and ESC-based workshops.

### Highlights of Coming Events:

- Training opportunities throughout the year on various topics based on counselor needs
- College Readiness
- Counseling Skills
- Safe School Climate
- All NET3 sessions regarding Accountability: AEIS, AYP, Data Validation, PBMAS, and Accreditation

Cost: \$500 Per Slot

ESC Contacts: Phyllis Hamilton

## Credit by Exam

### Description:

Provide assistance to districts and serve as an administration site for Credit by Exam. The test sessions meet the requirements of TAC §74.24 for students to test out of a grade level or subject. The ESC, in conjunction with the University of Texas (UT), has entered into an agreement to administer the UT tests at the Service Center. The University of Texas-Austin will report exam scores to districts.

Exam dates will be scheduled for three days in June and three days in early July 2014.

Cost:	ADA Enrollment 500 or less	\$150
	ADA Enrollment 501 – 2,000	\$350
	ADA Enrollment 2,001 or more	\$500

Districts are responsible for paying an additional \$26 per test fee per student.

ESC Contacts: Peggy Van Pelt, Charlotte Baker

## Curriculum Contracted Services



### Description:

Contracted services for curriculum are designed to focus on the organization, delivery, assessment, and implementation of the written, taught and tested curriculum. The goal of curriculum contracted services is to assist in providing a well-balanced curriculum that will improve student performance.

### **Option 1: Curriculum Support Services**

Curriculum support services provide instructional leaders with quarterly newsletters highlighting hot topics and best practices in curriculum, instruction, and assessment. Monthly networking sessions will occur, and participants will complete one online book study per semester.

Cost: \$250.00 per participant

### **Option 2: Curriculum Director for A Day**

The following services provide districts high-quality staff development and support in the area of curriculum, instruction, and assessment. Services are customized for your districts needs but are modeled after the works of Dr. Robert Marzano, Dr. Lynn Erickson, Fenwick English, Heidi Hayes Jacobs, Dr. Willard Daggett, Dr. Norman Webb, and Dr. David Hyerle.

- STAAR Data Analysis to determine curriculum and instructional gaps
- Professional development for staff
  - Understanding the Rigor and Relevance of the TEKS
  - Formative and Summative Assessments
  - Concept-based Curriculum for the Thinking Classroom
  - Mapping the Big Picture
  - Building Academic Vocabulary
  - Classroom Instruction That Works
  - The Art and Science of Teaching
  - Thinking Maps® Training
- Curriculum audits by subject area
- Development of curriculum components
  - Scope and Sequence by subject
  - District Vertical Alignment
  - Lesson plan formats
  - Benchmark development

Cost: \$550.00 per day plus cost of materials

ESC Contact: Gayle Parenica

## Data Management for Assessment and Curriculum (DMAC)



### Description:

From benchmarking student progress to analyzing and reporting assessment data, Data Management for Assessment and Curriculum (DMAC) assists teachers and administrators in making smart, data-driven decisions. Data Management for Assessment includes thirteen web-based products:

- State Assessment: disaggregate TAKS, TAKS-M, TAKS-Alt, TAKS Accommodated, and TELPAS data;
- TEKScore: an online scanning and scoring tool, pre-codes and scans forms for use in benchmark assessments;
- School Improvement Plan (SIP): Predefined templates for faster, online campus/district plan creation;
- Class Notes: An online database for teachers to publish lesson plans to the internet for access by parents and students;
- Credit Acquisition Plan (CAP): a tracking tool for graduation credits;
- Curriculum Instruction and Assessment Alignment (CIA Alignment): a curriculum mapping tool;
- Personal Graduation Plan (PGP)
- Student Success Initiative (SSI): an organization tool which provides structure and speed to the SSI management process;
- TEKS Assessment Generator (TAG): an assessment generator;
- Texas Primary Reading Inventory (TPRI);
- TEJAS LEE: Spanish version of the TPRI;
- Response to Intervention (RTI);
- Professional Development and Appraisal System (PDAS): allows administrators to conduct walkthroughs on mobile devices and teachers to submit their self-evaluations online.
- FormWorks: Creation of forms online.

Student Portfolio brings all student information together in one location, provided free with subscription to other DMAC services.

ESC Contacts: Mary Beth Matula, Velma Robinson, Pam Snyder

## Distance Education

Description:

Distance Education will provide options that enable teachers and districts to:

- Facilitate student acquisition of 21<sup>st</sup> Century Skills
- Integrate Technology Applications TEKS into classrooms and
- Move toward the STaR Chart “Target Tech Level” of progress

Support Services Available

- Provide information dissemination through NET3 and/or a listserv
- Unlimited telephone and email technical assistance for questions regarding distance education

### **Option 1: Online Workshops**

Member districts will be able to register staff in the online workshop options for 2013-2014 at the reduced rates listed below. Workshops may include, **but are not limited to the following:**

#### **6 CPE credit hour workshops - \$25.00 per participant**

- Classroom-to-Classroom Collaboration Using Videoconferencing
- Producing a Videoconferencing Event in Your Classroom
- Video Production Basics
- Web Page Design Basics
- WebQuests

### **Option 2: On-site Customized Professional Development**

Workshops will be developed to meet the needs of each campus according to relevant data, for example, STaR Charts, technology plans, and needs assessments.

Workshop options for 2013-2014 may include, but will not be limited to, the following:

- Designing a school or classroom web site
- Producing a Videoconferencing Event in Your Classroom
- Using videoconferencing to expand your classroom
- Video Production Basics
- Web Page Design Basics
- WebQuests Classroom-to-Classroom collaboration Using Videoconferencing

Cost: \$550 per day

ESC Contact: Jennifer Wyatt

## **District and Campus Assessment Coordination**

### Description:

A variety of delivery modes are incorporated in this service to provide technical assistance regarding the assessment program to designated contact representatives. Delivery modes include ESC-based face to face and NET3 trainings, TEA TETN sessions, and Email contact information on a regular basis.

### Highlights of Coming Events:

- Training opportunities throughout the year on various topics based on assessment coordinators needs
- New assessment coordinators training
- Survival Tips for assessment coordinators.
- Texas Assessment Management System (TAMS) Training
- All NET3 sessions regarding Accountability: AEIS, AYP, Data Validation, PBMAS, and Accreditation

Cost: \$200 Per Person

Contact: Pam Snyder



## **District Bookkeeping Services**

### Description:

The Education Service Center provides business office bookkeeping and payroll services normally performed by a variety of central office personnel. Offered services include posting financial information, processing accounts payable and payroll checks; reconciling local maintenance, payroll clearing, and debt service bank accounts; preparing and providing finance and payroll reports that include TRS reports, 941 quarterly reports, W-2's; and assistance in filing e-Grant expenditure reports and in preparing PEIMS data for submission.

As agreed by interlocal agreement, additional business office related services may be available to meet individual district needs such as: reconciliation of bank accounts not included under basic services, providing administrative services and support (financial projection, revenue estimation, budget preparation, etc.), and providing other bookkeeping and financial accounting technical assistance based upon individual district need.

ESC Contact: Mary Helen Robles

## Dyslexia Contracted Services

Description:

### **Option 1: Staff Development**

Slots are not teacher specific! Example: The district may purchase one slot and send a teacher from the elementary level to training, and a secondary teacher to a different training. The district also has the option of sending the SAME person to all trainings.

Training Opportunities

- Dyslexia Intervention Program Training – 5 days
- Assessment and Identification of Dyslexia
- Round Table Discussions (legal issues, district collaboration, state updates)

Cost: \$850 per slot (includes materials) for the above training sessions. If district has joined this contracted service, the following professional development opportunities will be offered at a discounted price with the stipulation that we meet the minimum requirement for participants:

- Visualizing and Verbalizing from Lindamood Bell
- Rite Flight from Scottish Rite
- Developing Metacognitive Skills from Neuhaus Education Center

### **Option 2: Technical Assistance**

- On-site Parent Education classes
- On-site Dyslexia Simulation
- On-site District Planning

Cost: \$550 per day

Contact: Pam Dolezal

## **Early Childhood Intervention (ECI)**

### **Description:**

The ECI Program provides support and services to families of infants from birth to three years of age and empowers the families of those eligible infants to identify and access the services that will enable them to meet the child and family needs.

### **Eligibility:**

Children are eligible for Early Childhood Intervention services if they:

1. exhibit significant developmental delays
2. have a diagnosed condition that could result in a developmental delay
3. exhibit development that is qualitatively different as identified by a Licensed Professional of the Healing Arts (LPHA)

### **Services:**

ECI supports families through education and family services which may include developmental screenings, comprehensive developmental assessments, Physical Therapy, Occupational Therapy, Speech Therapy, home based educational instruction – Specialized Skills Training, family training, parent/family counseling, social work, case management, nutrition services, vision and auditory. ECI services are provided to the families wherever the child lives, learns or plays.

ESC Contact: Linda Ledwig

## **Educator Preparation Program**

### **Description:**

The Educator Preparation Program (EPP) provides field-based teacher training for qualified persons with a bachelor's degree. A recruitment effort is conducted annually in order to increase the availability of teacher applicants, particularly in the areas of shortage. Eligible interns participate as specially certified teachers in a one-year internship under the guidance of the principal, mentor, and Region III staff. In addition, the intern completes approximately 300 total hours including online coursework, pre-service training, and ongoing training during the school year prior to recommendation for official teacher certification.

### **Certification areas include:**

- Elementary, Grades EC-4 Generalist or Bilingual Generalist
- Elementary, Grades 4-8 Generalist or Bilingual Generalist
- Secondary Grades 8-12
- Generic Special Education EC-12
- English As A Second Language PreK-12
- All Level PE
- All Level Music
- All Level Health
- All Level Art
- Technology Applications ES-12
- Technology Education 6-12
- Agriculture Science and Technology 9-12
- Family and Consumer Science 9-12
- Secondary Business 9-12

\* Note: For additional areas, contact the EPP staff

### **Intern Cost:**

- \$4,610 for in-region interns plus online coursework
- \$5,010 for out-of-region interns plus online coursework

ESC Contacts: Tonia Rozner

## **E-mail/Web Hosting**

### **Districts must join the Basic Technology Technical Support to add any services offered below**

#### **Additional Technical Support Services:**

##### **Option 1: E-mail Services**

Region III ESC E-mail services provide your district with cost-efficiency and scalability. Your district no longer has to purchase and maintain expensive hardware and software. E-mail services without the expense or complexity; enable you to focus on running your school district. Protection from spam, viruses and e-mail abuse with industry-leading solutions is provided with safe and reliable web-based e-mail. Each user is provided with a full featured web e-mail client allowing them to access their e-mail from any computer on the Internet. Your tech administrator has full control to add or remove e-mail accounts change password etc. through a web-based management interface.

The junk mail that passes through your e-mail server incurs cost to your district in transmission, storage, backup and deletion. The consequences can range from network threats, to lost productivity, to lawsuits. Viruses and worms are proliferating at an unprecedented rate and can shut down the entire network. Spam has progressed from being a mere nuisance to seriously threatening productivity and uptime.

Region III offers a service to block unsolicited inbound e-mail and check traffic for viruses and other malicious content. This service assists in reducing e-mail attacks from clogging the data communications line to the district. Also provided with the service network administrators can login to and view their mail scanner in real time.

##### **ESC Responsibilities:**

- Provides server with public internet access
- Installation and maintenance of the mail software by ESC technical staff.
- Provide training to district e-mail administrator on local administration of accounts.

##### **District Responsibilities:**

- Manage and maintain district e-mail addresses.
- Provide local district support to users on accessing e-mail.
- Coordinate with ESC technical staff any configuration changes as necessary.

**Cost:** 10¢ monthly or \$1.00 annually per e-mail account  
(Minimum \$25 monthly or \$300 annually per district)

**Server is located at Region III. ESC technical staff will maintain the server and e-mail software configurations, updates and patches.**

##### **Option 2: Web Hosting Service**

School districts often struggle to maintain and keep their websites current. The latest trend in developing meaningful “up-to-date” web content is the Content Management System (CMS). A CMS allows district personnel to log in directly to the website and update the information in real-

time from anywhere. No additional software installation is necessary for the district user. All updating and management is performed via a web based interface. Web content may be subject to approval rules or published immediately.

A CMS is a perfect solution for teachers wishing to share information on their own webpage. Teachers are able to maintain a webpage with homework assignments, announcements, etc. just as easy as posting material to the bulletin board in their classroom.

**ESC Responsibilities:**

- Provides server with public internet access
- Installation and maintenance of the CMS by ESC technical staff.
- Conduct training on management and usage of the CMS as needed.

**District Responsibilities:**

- Manage and maintain district content in CMS.
- Provide training within the district for other staff implementation and use of CMS.

Cost: \$42 monthly or \$500 annually per district web site.

**Server is located at Region III. ESC technical staff will maintain the server and CMS configuration, updates and patches.**

ESC Contact Persons: Bob Buchholz and Derek Gore

## English Language Arts, Reading and Writing Contracted Services

Description:

Want to optimize the budget while reaching for the STAARS? Then join our **newly formed Reading and Writing Contracted Services**. These services will focus on all Reading Genres and Writing Texts while incorporating research-based classroom strategies and best practices addressing the ELAR TEKS.

### Option 1: Staff Development

- Reading Comprehension of Literary Text
  - Fiction
  - Poetry
  - Literary Non-Fiction
- Reading Comprehension of Informational Text
  - Expository
  - Procedural
  - Persuasive
  - Analytical
- Writing Texts
  - Personal Narrative
  - Literary
  - Expository
  - Persuasive
  - Analytical

Cost: The cost for this option allows districts to send any content teacher to staff developments provided on or off-site by Region III consultants.

ADA Rate

0 – 199	\$1250	990 – 2064	\$2750
200 – 429	\$1750	2065 – 16000	\$3250
430 – 989	\$2250		

### Option 2: Customized On-Site Professional Development

Consultants will offer training based on district needs. Sessions can be customized to fit schedules: whole day- whole campus; sections of the day for different grade levels; or meeting during conference periods throughout the day.

Cost: \$550 per day per consultant

ESC Contacts: Terri Smith-Chavira and Pam Dolezal

## **E-Rate Application Services**

### Description:

The E-Rate program is administered by the Schools and Libraries Division (SLD) of the Universal Service Administrative Company (USAC). The program was designed so that eligible schools and libraries have affordable access to modern telecommunications and information services.

The E-Rate program supports connectivity - the conduit or pipeline for communications using telecommunications services and/or the Internet. Funding is requested under four categories of service: telecommunications services, Internet access, internal connections, and basic maintenance of internal connections.

The E-rate provides discounts of 20 percent to 90 percent for eligible telecommunications services, depending on economic need and location (urban or rural). The level of discount is based on the percentage of students eligible for participation the National School Lunch Program or other federally approved alternative mechanisms.

Schools that plan to participate in the E-Rate program must follow a series of steps in order for their request for services to be placed on the SLD website. The Education Service Center can help the district in determining eligible services, meeting required timelines, and preparing the correct document to request E-Rate funding.

### Services Include:

- Completion on behalf of applicant any necessary FCC Forms including, but not limited to, FCC Forms 470, 471, and 486, Service Provider Identification Number Change Letters, and Service Substitution Letters
- Assist in preparing a Request for Proposal (RFP) for E-Rate eligible services supplementing the FCC Form 470
- Review monthly billings, invoices, and/or contracts submitted to ESC for funding eligibility under the FCC rules and guidelines
- Notify applicant of relevant deadlines for the submission of completed FCC Forms 470, 471 and 486 to the SLD
- Notify applicant of relevant program rule changes
- Provide onsite technical assistance and professional development.

Priority One Applications are defined as applications for telecommunication or internet services. Priority Two Applications include internal connections as deemed by the SLD.

ESC Contact: Laura Ratliff



## Finance Accounting Services

### Description:

Direct finance accounting services assist districts with regular accounting processes.

- Bank reconciliation
- Payroll processing
- Accounts payable processing
- End of period close
- Quarterly reports
- Auditor adjusting entries (End of year and current year postings)
- Year-end close
- General ledger review for independent audit
- Financial and compliance issues for Special Revenue funds.

Region III specialist will coordinate with district personnel to establish a calendar of services. Schedule priority and unlimited telephone support will be given to Districts contracting for service. Responsibilities of both Region III ESC and the District are dependent upon the service requested by the District. There will be other responsibilities that are inferred once the District initiates a specific request.

### District Responsibilities:

- Provide all documents and data necessary to accommodate users request.
- Make personnel available at arranged times for discussion of all matters that concern the requested service.

### Region III ESC Responsibilities:

- Establish an annual calendar of services to be performed with Districts who initially purchase the contracted service.
- Schedule a time for any or all on-site requests, as the need is determined.
- Evaluate any requests and provide the ESC's best solution and appropriate course of action in the best interest of the District.
- Review and consider any or all data provided by District
- Document all billable time spent on Districts' request.
- Confirm on-site appointments within five working days preceding the appointment.

**Cost:** \$350 per district Base Fee (unlimited telephone support)  
plus \$65 per hour Direct Services (in-house and on-site)

**Non-members may request services ad hoc and will be served as the schedule allows. Non-member rate will be \$80 per hour. This includes telephone, on-site and in-house direct services.**

ESC Contact: Dawn Cummings

## **Gale Database Subscriptions**

### Description:

Gale Databases will provide access to online databases for research purposes. Specialized add on database packages are available at additional cost per individual campus request. The mission of Gale is to provide participating schools with a robust collection of current, relevant, online resources. Students and teachers may access these databases 24 hours a day, 7 days a week, both at school and at home.

Workshop Training on the use of the Gale databases is available at Region III ESC.

District responsibilities: provide Internet access to the DKC databases; share training information with staff; Region III will provide to librarians and/or other designated staff the current usernames/passwords for each campus at the beginning of the school year; the district designees maintain the username/passwords for each campus and communicate the information to district staff.

Cost: \$.75 per participating district enrollment. Cost is based on most recent PEIMS data published by TEA (2012).

ESC Contact: Jennifer Wyatt



Description:

Services are designed to inform districts of the mandates for gifted/talented services in the State of Texas as prescribed in the Texas State Plan for the Education of Gifted/Talented Students. On-site, telephone, e-mail technical assistance, follow-up, direct services, and professional staff development will be conducted to assist districts in meeting these mandates as well as developing and providing quality programs.

**Option 1: Staff Development**

- Basic 30 hours of initial Gifted/Talented (G/T) staff development offered 4 times a year-fall, spring and twice in the summer
- Six (6) hour updates at Region III ESC
- On-line basic 30 hours of initial Gifted/Talented (G/T) staff development at reduced fee
- G/T Summer Conference Participation at reduced fee

**Teacher Services**

- On-site technical assistance in designing and implementing quality GT programs
- Support teachers in effective leadership strategies and training in meeting acceptable or above standards as set forth in the State Plan for the Education for the G/T Student
- Telephone, email or on-site technical assistance with follow up as needed
- Participation in grant opportunities
- On-site technical assistance in reviewing District G/T Plan
- On site help with newly developed evaluation system for G/T programs in schools

**Student Services**

- Student TPSP Student Showcase in the spring

Cost: 20% of District G/T Allotment up to \$20,000

**Option 2: Customized Services**

- Districts may choose to have an on-site six hour update in-service for 40 or less participants.
- Districts may hire the G/T Specialist for the day for services such as direct technical assistance, instructional coaching, support with review of District G/T Plan, assistance with newly developed evaluation system for G/T and/or assistance in designing and implementing quality G/T programs.

Cost: \$550 per day

ESC Contact: Mary Lea Pfenninger

## **Gifted/Talented – State**

Description:

The Gifted/Talented State Grant will offer the following services to all districts:

- provide the equivalent of one six-hour administrator session that meets the professional development requirements for administrators
- provide opportunities for teachers in the region to earn 30 professional development credit/hours
- provide opportunities for teachers in the region to have a six-hour update of professional development.

ESC Contact Person: Mary Lea Pfenninger

## High Priority Campuses



### Description:

The High Priority Campuses Project is designed to assist campuses which, based on their STAAR data, need extra support through staff development and technical assistance. Campuses are identified in August and communications to superintendents and principals describe the project and services available to them. Region III Education Specialists will work with teachers, through the campus improvement teams, to ensure the assistance meet their individual needs.

**Staff Development:** Training is provided at the service center, on the campus, or in some cases, at a host site if other High Priority Campuses could benefit from the staff development. Trainings are provided to teachers in areas such as reading, language arts, writing, math, science, social studies, classroom management and positive behavior.

**Technical Assistance:** Education Specialists are available to provide classroom observations, model teaching, lesson planning, identification of resources, and assessment development.

**ESC Contact:** Nan Gainer

## Instructional Coaching



### Description:

Instructional coaching is designed to assist teachers in learning and applying knowledge and skills necessary to improve the academic performance of all students. Consultants work in direct contact with teachers, in their schools, and in their classrooms.

A Region 3 ESC instructional coach can have many roles. As outlined in the book, *Taking the Lead*, our consultants can be a resource provider, data coach, instructional specialist, curriculum specialist, classroom supporter, learning facilitator, mentor, school leader, catalyst for change, and learner.

**By purchasing this contracted service, district administrator(s) can participate in five days of administrator training at no cost.**

These trainings may include:

- Five Components of Reading Instruction
- New math TEKS training
- Figure 19 – ELAR TEKS
- G/T Rules and Regulation & Best Practices
- Scientific Best Practices
- Bilingual/ESL Compliance & Assessment
- Pre-K Guidelines & Classroom Management Strategies
- Coherent Sequence of Courses/Programs of Study/4 year plans
- CTE 101 & CTE Funding

### **Option 1: 3 Days of Instructional Coaching**

Cost: \$1,650

Examples: 3 consultants in your district one day; 1 consultant in your district on three different days throughout the school year

### **Option 2: 4 Days and Beyond of Instructional Coaching**

Cost: \$1650 plus \$550 per day

ESC Contact: Nan Gainer and Cindy Marshall

## **Instructional Leadership Development Training/Professional Development and Appraisal System (PDAS)**

### Description:

Instructional Leadership Development Training is offered through online service. The 36-hour training is designed for new administrators and is conducted through an online format. The sessions are composed of effective teaching practices, developmental supervision, current law information and total quality management.

The Professional Development and Appraisal System (PDAS) is the statewide teacher evaluation system and is an area of staff development, which is required of each service center. Region III offers several types of in-services to assist districts with the implementation of the process.

PDAS Certification Course is offered annually. Participants must have completed Instructional Leadership Development Training.

A PDAS computer-generated scoring template is available through the Service Center. The user-friendly scoring template is available in both PC and Macintosh formats. Also available is the computer-generated Teacher Self Report Form.

ESC Contact: Charlotte Baker

**Instructional Materials**  
**(Formerly Textbook Display and Presentations)**



Description:

The Region III Education Service Center provides access to textbooks and/or supporting materials under consideration for adoption.

Beginning with Proclamation 2014, samples are available in digital format either on CDs or through access to web sites based on publisher preference. District staffs can visit the Education Service Center and view these materials on a designated computer or request samples from the publisher directly.

In addition, each adoption year the Education Service Center offers publishers the opportunity to make presentations on textbooks under adoption consideration. On a designated day, publishers offering a title in a given subject area are allowed the opportunity to present their series and answer questions.

This forum allows local adoption committees the opportunity to hear about all the titles, compare them, and make a more sound selection. This vendor showcase is usually scheduled in December or January.

ESC Contact: Jennifer Wyatt



## Instructional Resources Cooperative

Description:

**Instructional Resources** Cooperative includes the following resources and services:

- 1) Discovering Streaming (formerly called United Streaming) Content
- 2) Route Delivery Service
- 3) Audio-Visual Repair Services Coordination

**1. Discovery Streaming Content** is provided through streaming technology with local controls and options for download versus streaming. Discovery Streaming is a product of Discovery Education. The Discovery Streaming video library offers core-curriculum; TEKS and TAKS-correlated video clips, lesson plans and assessments. The library is comprised of over 7000 titles with a projection of 200-1000 new titles added annually. Additionally, participation in the AIMS group of 1500 video titles is included in the subscription.

Independent research has shown that access to Discovery Streaming and its training significantly improves student achievement by an average of 12.6% in Social Studies and Science and 3-5% in Mathematics.

Workshop Training on the use of Discovery Streaming Content is available at Region III ESC. In addition, written instructions are available at [www.discoveryeducation.com](http://www.discoveryeducation.com). Webinars are also available for individual campuses/districts.

Workshop Topics may include:

- Library and Technology Conference
- Using Movie Maker in the Classroom with Discovery Streaming
- Beyond the Basics with Discovery Streaming
- Setting up Interactive Student Lessons with Discovery Streaming
- Digital Storytelling with Discovery Streaming
- Creating Online Assignments

District responsibilities: sign and return the Subscriber Agreement; provide Internet access to Discovery Streaming Content; share training information with staff; Region III will provide to librarians and/or other designated district staff the current usernames/passwords for each campus at the beginning of the school year; and the district designee will maintain the username/passwords for each campus and communicate the information to district staff.

**2. Route Delivery Services** will provide delivery and pickup of instructional materials, correspondence and equipment to district offices on a weekly route schedule. Schedule is posted on Route Delivery Services page of Library/Instructional Resources section on the Region III ESC website [www.esc3.net](http://www.esc3.net).

Campuses are to forward materials to designated district location for central pickup. Districts are responsible for forwarding delivered materials to appropriate campuses.

- 3. Audio-Visual Repair Services Coordination** will provide pickup and delivery of the equipment to be repaired. The Service Center coordinates with a designated service provider to examine/repair equipment as needed. Repair costs are the responsibility of the district.

Districts may schedule pickup of Audio-Visual materials for repair by using the Pickup Route Service available on the Route Delivery Services at [www.esc3.net](http://www.esc3.net).

Cost: \$2.10 per Enrollment (\$275 minimum). Cost is based on most recent PEIMS data published by TEA (2012).

Add-On Options

<b>Discovery Science Connection</b>	<b>\$1,695/campus (middle school levels)</b>
<b>Discovery Elementary Science Connection</b>	<b>\$1,395/campus</b>
<b>Discovery Health Connection</b>	<b>\$1,395/campus</b>

Science Connection and Health Connection provide students and teachers with interactive experiments, games, and lesson plans that are aligned to both TEKS and TAKS. This is especially helpful in providing science lab experiences for students with limited lab availability. Participation in Instructional Resources Cooperative is required to purchase this add-on.

**Discovery Streaming Local Host** **\$4,000/district**

Districts participating in Instructional Resources Cooperative receive Discovery Streaming video access through the web. To manage bandwidth related to streaming or downloading of videos across the Internet, a district may purchase a web server to meet the Discovery Streaming specifications and subscribe to this option for a local hosting license. Local hosting allows your district to access the videos on Discovery Streaming servers located on the district network.

The district contracted service fee allows you to load the materials in one format (for MACs or PCs) at 256K resolution. Districts may choose to purchase multiple formats or higher resolution videos for additional cost.

This option is a one-time setup locally and content remains available in subsequent years through continued Instructional Resources Cooperative membership.

ESC Contacts: Jennifer Wyatt, Johnny Hernandez

## Instructional Technology Support



Description:

### **Option 1: Basic Instructional Technology Support**

Services are provided at Region III ESC, NET3, email and/or telephone assistance.

#### **Support services available in the following areas:**

- Unlimited telephone and email technical assistance for instructional technology support
- Technology workshops including face-to-face (provided at Region 3) and online for free or at reduced cost
- Technology integration support
- Provide information dissemination through NET3 and/or listserv
- 8<sup>th</sup> grade assessment requirements support

#### **Technology workshops planned for 2013-2014 include but not limited to:**

- Project Share – getting started with Epsilon, creating groups and courses
- MS Office 2007: basics, tips, tricks, and beyond the basics
- MS Office 2010: basics, tips, tricks, and beyond the basics
- MS Office – Creative Projects for the Classroom
- Internet and Cyber Safety
- Google Tools: Google search, Google docs, Google forms
- Mobile Learning with Student Devices
- Using Social Media for Instruction and Assessment
- Using Web 2.0 tools for teaching and learning
- Technology Integration in the Elementary Classroom
- Technology Integration in the Secondary Classroom
- Face-to-face to Blended to Online: Take a Course or Workshop into the Digital Age

#### **District Responsibility:**

Provide an active primary contact to coordinate services and communications

#### **Cost per district:** based on student enrollment

0-200	\$200
201-600	\$500
601-1000	\$1000
1001-2500	\$1500
2501+	\$3000

### **Option 2: On-site Instructional Technology Support/Training**

The Region III ESC Instructional Technology Specialist will provide support for the instructional technology needs of the district.

Projects may include but are not limited to the following:

- In-service training for district staff (large group, half day minimum)  
Possible Topics:
  - SmartBoard
  - Web 2.0 Tools
  - Google Tools
  - Technology Integration
- Training day (small groups, possibly during conference time, half day minimum)
- On-site Instructional Technologist: utilize district's existing technology to the fullest, work with teachers to plan and model technology integrated lessons, support the creation of resources for lessons

Cost: \$550 per day

ESC Contact: Jennifer Wyatt

## Leadership Services

### Description:

All level administrators will benefit from leadership services through the various offerings for professional growth. Training will focus on all aspects of successful leadership character building. Each month administrators attend a televised NET3 information session to get the most recent ESC and TEA information as well as receiving calendars of reminders and due date reminders custom built to address district specific needs. Services focus on accountability and assessment updates, legislative information, legal updates, and networking with like-job administrators. A focus for 2013-2014 will be the campus administrator through sessions and clusters designed to meet campus specific needs.

### Services Include:

- **Growing leadership skills**, including coaching/mentoring for success, resolving conflict, effective communication; instructional leadership, understanding of assessment and accountability systems, and legal issues
- **NET3 monthly information sessions** including scheduled updates from Jim Walsh, Attorney; the most recent ESC and TEA information; other speakers on pertinent topics
- **Accountability sessions**
- **Networking Session** during the year for Campus Administrators and Curriculum, Instruction, & Assessment Administrators
- **Cluster Session** for campus administrators – twice yearly
- **Unlimited technical assistance**
- **Quarterly Calendar of Events and Due Dates**
- **Custom-built Due Date Reminders** to address district-specific needs
- **Site visits** with District and Campus Administrators

### Delivery Mode of Services:

Face to Face; via NET3 telecommunication link, webinar and conference call format, cluster sessions in region

### Audience:

Superintendents, Assistant Superintendents, Campus Administrators, Curriculum and Instruction Administrators, Business and Personnel Administrators

Cost: \$500 per Slot

Contact: Charlotte Baker, Peggy Van Pelt

## Library Projects

### Description:

The Region III ESC Library Specialist(s) will provide support for the library needs of the district.

Projects may include but are not limited to the following:

- In-service training for district staff (large group, half day minimum)
- Training day (small groups, possibly during conference time, half day minimum)
- On-site Librarian: assess, organize, and weed collection, order and catalog books, plan library curriculum
- CSCOPE support for librarians: technology integration, library resources and programming, creating digital resources for CSCOPE lessons
- Library Program Effectiveness Assessment (minimum 2 days): provide onsite analysis including library learning environment, print and non-print collection, circulation procedures and policies, library integration of technology and curriculum, basic library schedule and hours of operation, general management of the library

Cost: \$550 per day

ESC Contact: Jennifer Wyatt

## Library Support Service

### Description:

A professional, SBEC Certified librarian who also holds a Master of Library Science from an American Library Association accredited university program provides Region III ESC Library Support Services.

### **Basic Librarian Support**

Services are provided at Region III ESC, NET3, Webinar, online, email, and or/telephone assistance.

### **Support services available in the following areas:**

- Unlimited telephone and email technical assistance for librarians and paraprofessionals
- Unlimited access to library workshops offered by Region III ESC
- Library management support
- Troubleshooting circulation system software
- Cataloging
- Planning

### **Library Workshops planned for 2013-2014 include:**

- Library/Technology Conference
- Accelerated Reader: A Review of How the Program Works and Best Practices
- Using Web 2.0 Tools for Research
- Bringing eBooks to your Library
- Become an Embedded Librarian
- Library Roundtable
- Library Assessment, Marketing, and Advocacy
- Creating Collaborative Lessons
- School Library Programming Ideas and Planning

**Workshop fees for non-member librarians/library assistants will be a minimum rate of \$100 per workshop participant.**

District Responsibilities: Provide circulation and cataloging reports, including, but not limited to: monthly circulation, age of collection, value of collection, and TitleWise analysis; Promote librarians/library paraprofessionals training as identified through State Library Standards Needs Assessment.

Cost: \$550 per participating Campus Library (Maximum district fee \$2,750)

ESC Contact: Jennifer Wyatt

## Living Materials Cooperative

Description:

**\*\*\*Districts must join Instructional Resources Cooperative to add this service\*\*\***

**Living Materials Cooperative** will provide live plants and animals to school campuses as needed for instructional projects. Use of living materials allows school children hands-on experience with various plants and animals species.

The menu of materials available was expanded to include: enrichment activities, glass microscope slide sets, handouts, new live animals, new microscopic organisms and new planting materials.

Living Materials may be ordered online at [www.esc3.net](http://www.esc3.net) and are delivered on a weekly schedule via the ESC Route Delivery Service.

Districts are to communicate availability of Living Materials to district staff, as well as forward delivered materials to appropriate staff members.

Cost: \$.95 per participating enrollment (\$150 minimum). Cost is based on most recent PEIMS data published by TEA (2012).

ESC Contacts: Jennifer Wyatt, Johnny Hernandez



## **Management Information Services (MIS)**

### Description:

Optional services available to districts have been identified as a result of audit recommendations for Information Management as defined by industry. Areas identified below are optional for any district in the region regardless of their student or business accounting software application. Data security and utilization is the primary goal of these services.

### **Option 1: Automated Off-Site Backup System**

Region III will provide districts with access to a remote data depository. The data depository may include any data the district deems appropriate. This data will not reside at Region III and should be regarded as a viable off-site backup. Region III will provide the initial implementation and training of the client software required for data transfer. Data transfers can be automated through the client software's scheduling agent. The data transfers should be monitored and tested by the district. This option provides an excellent opportunity for a district to incorporate as part of their disaster recovery plan. The initial transfer space will be set to 20GB for each district. If the district elects for more space, incremental pricing will be applied as indicated below.

Cost: \$500 per District

**Additional Transfer Space: \$250 per 10GB**

### **Option 2: Remote Security Administrative Services**

The TxEIS software system requires a Security Administrator that is responsible for adding, deleting, and maintaining system users. This responsibility is significant and must use administrative discretion in enabling user access. This service enables ESC 3 to act as the security administrator for the district. Under this service all user(s) are added, deleted or modified by ESC3.

Cost: \$250 per district for a single campus district, if district has more than one campus please contact ESC 3 for custom pricing.

ESC Contact: Derek Gore

## Math/Science Contracted Services



### Description:

The staff development goal for Mathematics and Science Education at Region III ESC is to provide guidance in curriculum, instruction, and assessment. Sound research is integrated into all staff development activities. We strive to improve learning and teaching of mathematics and science to help ensure all students receive the highest quality education.

Due to the changing needs of our customers, Math and Science Staff Development will be offered in a variety of ways during the 2013-2014 school year. We will continue to offer face-to-face trainings (including Saturdays) here at Region 3 as well as distance learning through NET3, online courses, clustered trainings on campuses throughout Region 3, half day trainings designed to “flip” substitutes, and on site after school “mini” trainings.

By purchasing Option 1 of the Contracted Services for Mathematics and Science Education, districts become part of the Math/Science Cooperative. Coop members have NO registration fees or additional material fees for **ALL K-12 Math and Science** Staff Development offered through Math/Science contracted services in the Fall and Spring (Summer workshops have a required fee of \$10 ).

### **Option 1: Professional Development, Teacher Services, and Science Materials Check Out**

#### **Math Professional Development 2013-2014**

Elementary and Middle School math staff development will focus on STAAR success for ALL students. Trainings will target algebra readiness, geometry, measurement, probability and statistics. High School math staff development will focus on EOC STAAR success for Algebra 1, Geometry, and Algebra 2. Trainings for Pre-Calculus will also be included as part of the Region 3 Math Contracted Services.

#### **Science Professional Development 2013-2014**

Elementary and Middle School science staff development will focus on STAAR success for ALL students. Trainings will target Matter and Energy; Force, Motion, and Energy; Earth and Space; Organisms and Environments; Scientific Investigation and Reasoning Skills (including laboratory components). High School science staff development will focus on EOC STAAR success for Biology, Chemistry and Physics. Trainings for high school fourth year course options will also be included as part of the Region 3 Science Contracted Services.

#### **Teacher Services**

By purchasing Option 1 of the Contracted Services for Mathematics and Science Education, districts become part of the Math/Science Cooperative. Coop members may request a maximum of two on site visits per district at NO COST which can include classroom observations with debriefing and/or model classroom teaching with debriefing.

**Science Materials Check Out** with delivery fee only for Coop members, checkout and delivery fees apply for non-Coop members (fee is equipment-specific, and available upon request).

Cost: Based on a 5 year transition plan.  
Base + ADA fee.

**Option 2: Math/Science Specialist for a Day**

- Model classroom teaching with debriefing
- Classroom observation with debriefing
- Customized on-site in-service
- Curriculum development support

Cost: \$550 per day plus materials fee if required; ½ day minimum (\$275)

**Science Materials Check Out for Non-Coop Members**

Arrangements for science materials to be checked out can be made by contacting the Region 3 Science Consultants, Leila Cubriel and Corey Sturm.

**Science Materials Available for Checkout:**

<b>Materials Description</b>	<b>Non-Coop Cost</b>	<b>Delivery Fee</b>
STARLAB is a portable planetarium for use by trained teachers. (2 week checkout)	\$100	\$50
FOSS CHEMICAL INTERACTIONS KIT is an inquiry into the structure and behavior of matter.(1 week checkout)	\$30	\$5
FOSS MATTER KIT is an inquiry into the physical and chemical properties of mater. (1 week checkout)	\$30	\$5
WASTE WATER MODEL has demonstrations explaining where drinking water comes from and how it is delivered to us. (1 week checkout)	\$40	\$5
COASTAL WATER MODEL demonstrates point sources and their effects on wetlands, estuaries, the ocean, beaches and even coral reefs and shellfish beds. (1 week checkout)	\$40	\$5
EGG INCUBATION KIT is a fully functional egg incubator that includes an egg-turner suitable for incubating a variety of eggs including: chicken, duck, goose, quail, etc. (1 month checkout)	\$50 <i>A \$150 cleaning fee will apply if incubator is returned dirty.</i>	\$10

ESC Contacts: Leila Cubriel, Debbie Humphreys, Pam Yosko, Cindy Marshall, Corey Sturm

## Migrant Education Program



### Description:

The Migrant Education Program (MEP) provides staff development and technical assistance to MEP-funded project districts in the implementation of effective instructional and support services as addressed by the MEP's Seven Areas of Focus.

The Seven Areas of Focus are:

1. Identification and Recruitment
2. New Generation System (record transfer system)
3. Migrant Services Coordination
4. Early Childhood Education
5. Graduation Enhancement
6. Secondary Credit Exchange and Accrual
7. Parent Involvement

Identification and recruitment of migrant students, in addition to collecting and encoding NGS data, are provided to non-project districts by staff employed by the ESC. Districts with a sufficient number of migrant children have the option of implementing a program.

Efforts are made to locate out of school (OSY) migrant youth to assist these youth in obtaining a high school diploma or GED.

The ESC will provide technical assistance for program compliance to all participating districts, with concentrated assistance to districts involved in Performance Based Monitoring.

ESC Contact: Linda Easterling – Lead Migrant Specialist  
Nez Paniagua – OSY Specialist

## NET3 Regional Network Services

### Description:

The regional network support services have assisted districts in building effective and efficient technology infrastructures to meet the Public Access Initiative (PAI) and the State Long Range Plan for Technology as defined by the Texas Education Agency.

NET3 is the Region III regional network providing a multi-service wide area network integrating video and data on H.323 infrastructure. Thirty-eight districts in Region III participate in the services of the network. Victoria College and Wharton County Junior College are providers of dual-enrollment courses to thirteen districts through the network.

Ad-hoc providers such as NASA, Neuhaus and Annenberg have expanded offerings across the region through the ability of the network to receive public IP (Internet Protocol) access. Districts may request special session connectivity based upon available scheduling resources. Emphasis on classroom connections for interactive video conferencing with educationally approved content providers is expanding the learning opportunities across the region.

The state education network, TETN, is bridged to NET3 and allows for districts to connect to TEA, other districts across the state and educational resources per the TETN guidelines.

Core Services available for member districts are:

- Regional firewall protection at the NET3 core
- Exinda bandwidth management and monitoring
- Edge router and switch management
- Upstream connectivity and support management (600 MB core bandwidth provided by Level 3 and SuddenLink-two ISPs with redundant connections)
- TETN interconnectivity
- Satellite programming from NASA, Annenberg and others
- Technical assistance with connectivity and quality of service from NET3 to the district edge router
- IP telephony regional resource.

Districts are responsible for equipment maintenance at district and T1, fiber or other types of connectivity.

Services provided by NET3 are eligible for E-Rate funding.

Cost: Planning estimate of \$628 per initial T1 or equivalent connection per month. Fiber and other broadband connections have reduced pricing which varies based on the quantity of bandwidth.

ESC Contacts: Bob Buchholz, Gail Repka

## NetTrekker Online Search and Curriculum Support

### Description:

NetTrekker provides searchable access to more than 180,000 of the best online resources, aligned with state standards and organized by readability and grade level. Each resource is carefully selected by educators to ensure it is safe, age-appropriate and academically relevant. Websites can be searched by TEKS objective or by item, such as learning games, images, lesson plans, and/or interactive content. NetTrekker is available to faculty and staff, students, and parents at school and at home via password.



Advanced workshop training on the use of NetTrekker is available at Region III ESC.

District responsibilities: provide Internet access to the NetTrekker site; share training information with staff; Region III will provide to librarians and/or other designated district staff the administrative username/password for each district at the beginning of the school year; the district designees create/maintain the usernames/passwords for each campus and communicate the information to district staff.

Cost:            District Renewal Fee:    \$.90 per participating campus enrollment  
                    New District Fee:            \$2.15 per participating campus enrollment

Cost is based on most recent PEIMS data published by TEA (2012).

ESC Contact: Jennifer Wyatt

## **Library Support Service**

### **On-Site Library Support Service**

#### Description:

Region III ESC will provide a professional, SBEC Certified librarian who also holds a Master of Library Science from an American Library Association accredited university program to your district to offer the following services:

- Collection Analysis
- Collection Development
- Order books and resources
- Catalog books
- Organize Physical and Virtual Library Space
- Program planning
- Training of Library Paraprofessionals
- Webinar Instruction of Information Literacy Skills

Being a part of this service will provide your district with five (5) days of dedicated On-site Librarian Support throughout the 2013-2014 school year as well as unlimited technical assistance via email and telephone.

On-site Librarian Support can be purchased per district or campus libraries. If district support is desired, the 5 days will be divided between the district libraries. If campus support is desired, the 5 days will be dedicated to the campus purchasing support.

Cost: \$2500 for a total of 5 days on On-Site Library Support

ESC Contact: Jennifer Wyatt

## PEIMS Data Plus Software

### Description:

PEIMS Data Plus is a full featured data warehouse, web-based, and simple. Historical student data, finance data, TAKS data, also includes individual student profiles for all students, including all individual assessment and program information. Thousands of reports available, no complex report writing skills needed! All in a fully web-based application, no client software to install, and updates done remotely.

<b>Cost per District:</b>	0-500	Enrollment	\$2,500
	501-1000	Enrollment	\$3,500
	1,001-10,000	Enrollment	\$4,500
	>10,000	Enrollment	\$.45 per student

ESC Contact: Pam Snyder



## Personnel Services

### Description:

This service assists districts in identifying qualified educational personnel for all certified professional positions - excluding the position of Superintendent. Services include recruitment training, interview teams, referral, and records dissemination. All services include "online" Internet access (ESC will train on-site).

- Represent member districts at selected state and regional job fairs.
- Host a job fair in June for member districts.
- Recruit applicants based on member district needs.
- Personnel training
- Vacancy postings on ESC website

### Cost:

- ADA of less than 100      \$25 for each individual listing that will run for a period not to exceed two (2) months
- ADA of 100 to 500      \$450
- ADA of 501 and above      \$600

ESC Contact: Peggy Van Pelt, Charlotte Baker

## Pre-Kindergarten Contracted Services



### Description:

Pre-Kindergarten contracted services will be provided to teachers in school districts and/or Head Start programs to aid in the understanding and implementation of the Pre-K guidelines creating an academically rich learning environment. Professional development and technical assistance will be provided to enrich the lives of young children in the developing areas of reading, writing and math and social development.

### **Option 1: Staff Development**

- Workshops at Region 3
- Workshops at Clusters
- Three on-site parent trainings approximately 30 minutes each. Titles include: *Laying the Foundation for School Success: Creating a Positive Home Environment, Reading and Math, and Preparing Your Child for Pre-Kindergarten/Kindergarten*
- Technical Support

Cost: \$500 per campus

### **Option 2: Customized On-Site Services**

- Classroom observation including report and follow up with teacher
- Classroom management and set up strategies

Cost: \$550 per day

### **Option 3: Book Study**

- Book study-one offered each semester

Cost: \$100 per person per book study

ESC Contact: Lori Sturm

## Printing Services

### Description:

The Region III Education Service Center Print Shop is designed and equipped to provide high quality printing, finishing, and binding services, with a wide variety of papers to fulfill your job requirements.

Concepts become creative reality at the Service Center Print Shop. From black-and-white to complex color printing, we listen to your ideas and budget and help you bring your idea to life on paper.

- Newsletters, Brochures and Flyers: flat, multi-fold, or custom-cut
- Bound Publications: student handbooks, directories, planning calendars
- Specialized Forms: certificates, progress reports, report cards, divider tabs
- Other custom designed forms to meet special needs of the districts, educators, students, and parents.

If you do not have the time or resources to lay out your project, let us help with professional typesetting and layout service. Send your text and images, let us know how you would like your finished document to look, and leave the rest to us.

We want to be your printer of choice and pride ourselves on customer service. Call us today and let us show you why our knowledgeable staff can help you with your next project.

ESC Contact: Katherine Schroeder

## **Professional Development**

### Description:

Professional development opportunities for all school personnel are offered throughout the year. Consideration is given to time, location, grade levels, and subject areas to ensure that all district and campus needs are being met. Workshops are published on the web ([www.esc3.net](http://www.esc3.net)) with on-line registration available.

School personnel are able to access and manage their professional development records on-line which include attendance certificates and current registration status. Users are able to view all professional development opportunities on a weekly and monthly basis. In addition, districts and campuses may access attendance reports for specified time periods.

ESC Contacts: Charlotte Baker, Nan Gainer, Brenda O'Bannion and Mary Beth Matula

## **Project Share**

Project Share is the Texas Education Agency (TEA) new initiative that explores the development and delivery of high quality professional development in an interactive and engaging learning environment. Project Share utilizes a collection of Web 2.0 tools and applications to provide professional development resources for teachers across the state and build professional learning communities where educators can collaborate and participate in online learning opportunities.

For information about how to add users into your Project Share district corner, how to register for courses, and how to begin using Project Share with your teachers, please contact the ESC contact.

ESC Contact: Jamie Purcell

## Region III Employee Benefits Cooperative

### Description:

A number of districts have joined together to establish an Employee Benefits Cooperative for the convenience of allowing their districts access to competitive insurance products, Section 125 cafeteria plan services, and retirement savings programs.

The primary characteristics of the Region III Employee Benefits Cooperative are as follows:

- The products offered through the Cooperative will lower most costs for supplemental insurance products to your employees by creating a large group of potential insured's. This gives buying power to all members of the Cooperative for competitive and flexible product design.
- Choice of supplemental insurance products being provided so that your benefits committee can choose products that best fit your districts employee's needs.
- Third Party Administration of programs with the assurance of compliance with IRS regulations for Section's 125 (cafeteria plan), 403(b) Tax Shelter Investment, and 457 Tax Deferred Compensation Plans.
- Flexible Spending Accounts administered offering two options: (1) daily submission of claims using a 1-800 fax number and direct deposit of funds and/or (2) the convenience of Smart Flex, a visa debit card that will reduce paperwork for employees in filing claims.
- A company that provides all supplemental insurance products with enrollment data able to be downloaded into district payroll systems thereby increasing efficiency and accuracy of the enrollment.
- Common remitter services provided for supplemental insurance products and retirement savings programs.

ESC Contact: Anthony C. Dueser

## **Regional Purchasing Services**

### **Description:**

Participation in the Region III Education Service Center's Regional Purchasing program offers advantages over individual buying. Benefits of cooperative purchasing that are realized by districts of all sizes include: cost savings on quality products and services; savings on administrative costs; compliance with Federal and State purchasing statutes and requirements; and accessibility to more products and services.

Districts are provided the opportunity to purchase services and products through one of our purchasing partners. And a variety of bid categories are also available to the members through the localized catalog purchasing services.

Specific bid categories include: Art Supplies; Athletic and Physical Education; Audio Visual Equipment and Supplies; Batteries; Cafeteria Food Items; Classroom Furniture; Instructional Supplies and Materials; Math Calculators; Math Manipulatives; Maintenance Supplies – Building/Janitorial; Nurses Supplies; Office Equipment and Supplies; Office Furniture; Science Equipment and Supplies; Special Education; Uniforms/Screen printing; Yard and Grounds Maintenance Equipment and Supplies.

Technology related bid categories include: Application Development/Consulting; Computers and Laptops; IP Telephony; Media Equipment and Service; Network Assistance and Wiring; Network Design and Consultation; Network Electronics and Equipment; Network Services; Peripherals; Software; Storage Devices; Video Conferencing Equipment; Services and Maintenance agreements; Web Based Products and Services; Other Technology Supplies.

Program participation provides its members the benefits of lower costs for quality goods and services, reduced administrative burden and costs, option to purchase via the internet and from regional vendors, receive purchasing services that address local needs, and be in compliance with federal and state purchasing statutes.

ESC Contact: Brandon Yendrey

## **Response to Intervention**

### Description:

Response to Intervention (RTI) philosophy, Tier 1, 2, and 3 implementation, timelines and strategies will be the focus for all teachers, support staff, and administrators as each Region III ESC component provides multiple training opportunities. Research-based information, products and strategies will be used to support implementation of RTI. Workshops with RTI philosophy and strategies will be emphasized on communication from Region III ESC.

ESC Contacts: Brenda O'Bannion, Linda Easterling, Beverly Wyatt, and Dina Rogers



## Safe Schools Contracted Services

### Description:

The Safety Contracted Service is designed to assist districts and campuses by providing professional development and technical assistance in areas related to:

- 1.) Safe School Environments
- 2.) Counseling and Recovery training (Grief, recovery after an incident, and how to handle the aftermath)
- 3.) Gang related information
- 4.) Alcohol and Drug abuse prevention
- 5.) School Safety Audit Training and Audits
- 6.) Positive Peer Engagement (dating violence, fighting in schools, bullying, etc.)

Option 1: Campus Support Services Fee: \$450.00 per campus

- Information dissemination via email and Internet resources on latest safety news, events and best practices.
- Updates on State Mandates
- Technical Assistance with Emergency Operation Plans and emergency drills as requested
- Professional Development in the area of Safety at a reduced fee or no cost
- Safe and Healthy Schools Summit at a reduced fee
- Texas State Safety Center Training at no cost
- School Safety Audit Training
- List of Contacts for Student Assemblies

Option 2: Campus Support Services and School Safety Audits Fee: \$1,500.00 per campus

- Safety Audit conducted by a team consisting of a concentrated School Safety Specialist, and the ECS 3 School Safety Specialist. Audit will include the intruder survey, exterior safety and security audit, interior safety and security audit, and a review of emergency management implementation. Audit also includes an exit review with the campus administrator and a final report prepared for the District Superintendent.

ESC Contact: Amy Garcia

## **School Board & Superintendent Leadership Development**

### Description

School Board and Superintendent Leadership Development provides training opportunities for board members and superintendents in the areas of: Team Building, Orientation to the Texas Education Code, Legislative Update, and FIRST revisions and implementation.

Training beyond those listed above is considered custom-designed. Superintendents may decide to include other administrators at their discretion.

Training developed to meet the requirement of Honor Board by TEA standards will be provided on a per session basis.

Resources include: software to monitor state program requirements and unlimited technical assistance.

Cost: Base fee per district \$750  
Custom-designed training - \$200 per 3-hour session

ESC Contacts: Charlotte Baker and Julius Cano

## School Finance Contracted Services



### Description:

The collection and use of financial data is of vital importance in the success of school districts. Data for improvement of administrative decision-making is a requirement for school administrators and business office personnel as they evaluate their financial status and plan changes in operations. This service provides the assistance in the analysis and evaluation of districts financial data. This data will assist district personnel in determining the best alternatives in the use of funding in critical financial decision-making.

The basic support services enhance the business and financial activities and operations of school districts and charter schools. Services fall into three main categorical areas: information services, school financial advisory services, and business training services. These services assist local school operations in becoming more efficient in accordance with the mandated principles and more effective in the use of financial resources.

The Service Center will provide superintendents and school business officials with telephone and e-mail technical assistance and support in the areas of:

- Planning and budgeting
- State funding formulas - reading and interpreting summary of finance
- e-Grant assistance
- Internet resources access
- Texas Education Agency forms and submissions associated with state funding

Many school finance professional development workshops are available free of charge with this contracted services option.

### **Option 2: School Finance Mentorship**

Understanding the complexity of school funding and developing the skills to successfully understand school business is of vital importance to the school business official. This service provides the in-depth guidance, assistance, and one-on-one training in school finance. In addition to basic services, the following services are included with this option:

- Monthly cash flow projections
- School finance "template runs" every six weeks
- Planning and preparation of district budget
- School District Reference Guide (updates/graphs provided annually)
- School finance for new superintendents and school business officials.

### **Option 3: FOR-C Toolkit**

The Financial Organizational Review and Compliance (FOR-C) toolkit provides common audit findings, internal fiscal audit review protocol, financial policies and procedures, a purchasing manual template, investment strategy sample manual, federal and state program audit tools, special education operating guidelines template, time and effort guidance and templates, sample job descriptions, maintenance of effort information, and more.

#### **Option 4: Individual School Finance Services**

Additional services available dependent upon individual district need:

- Audit preparedness service
- Assistance with financial data analysis, budget process, and policy development
- Collect demographic information for analysis, planning and reporting
- Related school finance training and workshops that address current funding trends and legislative updates
- Transportation reporting
- FOR-C Level II short-term support – trained staff member will be sent to district to assist them in determining if they are in compliance.
- FOR-C Level III long-term support – trained staff member will assist district in a more in-depth and long-term arrangement.

ESC Contact: Laura Ratliff

## School Health Contracted Services

### Description:

The School Health Contracted Service is designed to assist districts and campuses by providing professional development and technical assistance in areas related to:

- 1.) healthy school environments
- 2.) healthy behaviors of students and school staff
- 3.) legislative requirements related to school health and district plans
- 4.) implementing model prevention programs

Option 1: Campus Support Services                      Fee: \$450.00 per campus

- Information dissemination via email and Internet resources on the latest health news, events and best practices
- School Nurse certification and updates on all required screenings including:
  - Vision Screening Certification
  - Hearing Screening Certification
  - Spinal Screening Certification
  - Unlicensed Diabetic Care Associates
  - Information on Texas Risk Assessment for Type 2 Diabetes
- Updates on State mandates
- Technical assistance with School Health Advisory Councils (SHAC), School Health Curriculum and Fitnessgram
- Professional Development in the area of Health at reduced or no cost
- Assistance with annual audiometer calibration  
(\*Every district will have an additional small fee assessed related to the calibration)

Option 2: Health and Wellness                      Fee: \$300.00 per campus

- Information dissemination via email and Internet resources on the latest health news, events and best practices
- Updates on State mandates
- U.I.L. Information and Training
- Mandatory Concussion training
- Professional Development in the areas of Health, Physical Education and Wellness at reduced or no cost.

ESC Contact: Lori Sturm

## Social Studies Contracted Services

### Description:

Do you want to help your students increase their Social Studies scores on STAAR/EOC? Looking for in-depth data interpretation on how they did in the past and what your teachers can do now to reach your goals? Need help with the vertical alignment necessary to prepare your students before they reach the tested courses?

### **Option 1:**

Social Studies Specialist For a Day

Cost: \$550 Per Day

\$275 per ½ day

### **Option 2:**

Student Services (STAAR/EOC Reviews)

Cost: \$550 Per Day

ESC Contact: Jamie Purcell

## **Special Education Assessment**

### **Description:**

Services in Special Education Assessment are designed to provide special education programs technical assistance and staff development on the comprehensive assessment of students with disabilities regarding special education eligibility and programming.

### **Technical Assistance:**

Technical assistance to assessment personnel in the region will be provided related to current and new assessment instruments, eligibility requirements, state and federal regulations and appropriate alternative assessments for students exempt from the statewide assessment (TAKS). Technical assistance is also available in the interpretation of assessment data and utilizing the data for IEP development. The ESC Assessment Specialist will serve as the first point of contact for assessment personnel in the region.

### **Staff Development:**

Staff development and technical assistance is available to Special Education Programs in the areas of:

- Test administration and interpretation
- State and Federal compliance issues related to assessment
- IEP development
- New assessment instruments
- Evaluation of the effectiveness of regional activities regarding the assessment of students with disabilities
- State Performance Plan #11 (Child Find)

ESC Contact: Kenda Matson

## **Special Education Assistive Technology Devices**

### Description:

Assistive Technology Devices and Services for students with disabilities are designed to offer staff development and technical assistance to LEA special education programs.

**Technical Assistance:** Assistance is provided to school districts for the purpose of staff development, and technical support for staff related to evaluation and implementation of assistive technology devices and services to students with disabilities. Staff development topics include appropriate evaluation parameters, software, hardware and peripheral device information, integrated technology options and legal issues. Technical assistance in locating resources, services, materials, district team facilitation, and further utilization of technological tools to promote the instruction of students with disabilities in general education is available.

**Equipment:** Low tech, no tech and high tech, specialized devices and services provide a broad spectrum of options for meeting the needs of students with disabilities. Staff provides technical assistance to facilitate the district staff to evaluate and plan for student needs for technology devices and services related to appropriate student programming. Preview equipment and materials are available to loan to assist district staff involved in student assessment. ESC staff provides assistance to districts to coordinate with other providers.

**Staff Development:** Staff development is provided by offering specialized device trainings to school district personnel and families. Training is also provided for evaluation of students to determine the need for assistive technology and services, and for awareness of specialized technologies. Instructional strategies for integrating technology into instruction in the general and special education program are provided in staff development.

ESC Contact: Mary Kathryn Evans



## **Special Education Behavior and Discipline Management for Students with Disabilities**

### **Description:**

This program is designed to assist school districts in providing appropriate programming, instruction, and behavior interventions for students with disabilities.

**Technical Assistance:** Staff is available to provide written, telephone, and on-site technical assistance for teachers, paraprofessionals, support staff, administrators, and parents in such areas as behavior management, social skills, effective instructional strategies for students with emotional disturbance, school-wide positive behavior support, proactive violence and crisis prevention/intervention, intervention assistance teams, behavior intervention plans, and dissemination of current research and information regarding best practice.

**Staff Development:** Region-wide and on-site in-services and workshops are provided for district personnel working with students with disabilities who exhibit emotional or behavioral problems regardless of the placement of those students. Training is also provided in school-wide positive behavior support, proactive violence and crisis prevention/intervention, and intervention assistance team development. Topics are based on district needs and might include such areas as: proactive behavioral intervention planning, social skills, crisis prevention intervention, functional behavioral assessment, and working with individuals with specific disorders (such as Attention Deficit Hyperactivity Disorder, Oppositional Defiant Disorder, Conduct Disorder, Depression, etc.).

**Curriculum:** Assistance is provided in identifying, developing, and implementing social skills curriculum and behavior intervention planning. Assistance is also provided in the development of specific programs, such as self-contained behavioral settings or behavioral content mastery.

**Exemplary Programs:** Assistance is available to districts in identifying and observing innovative programs that have proven effective in improving the performance of students with severe behavior and/or emotional disabilities.

ESC Contact: Amy H. Garcia – Lead Behavior Specialist  
Phyllis Hamilton – Mental Health Specialist

**Special Education  
Child Find/Child Serve**

Description:

Child Find/Child Serve services assist districts in the implementation of a local and regional comprehensive system to actively search for all individuals, birth through age 21, with disabilities.

**Technical Assistance:**

Maintain ongoing dissemination of information to and facilitation of communication among district network contacts.

Assist districts in addressing and maintaining child find responsibilities.

Evaluate the effectiveness of child find activities at the regional level and assist districts in establishing an evaluation system at the local level.

Assist districts in providing public awareness child find activities.

ESC Contact: Mary Kathryn Evans

**Special Education  
Compliance,  
Fiscal Requirements,  
Program Support**

Description:

Special Education Program Support is designed to provide administrative and program technical assistance to school districts in planning, implementing, and evaluating special education programs.

Technical Assistance: Assistance in program planning and implementation related to students with disabilities is provided, including e-Grant development and management, residential applications and placement, training in Community Resource Coordination Groups, and non-education community-based services and application.

Monthly meetings with Directors of Special Education are held to disseminate and discuss current information as it relates to the education of students with disabilities, i.e. compliance and legal issues, staff development opportunities, program leadership.

Special Education Compliance: Assistance is provided in the areas of compliance of special education programs, dissemination of information on the Individuals with Disabilities Education Act, Performance-Based Monitoring, State Performance Plan, SBOE rules, Commissioner's rules, legal issues and policy and procedure requirements.

ESC Contact: Brenda O'Bannion

## **Special Education Least Restrictive Environment/Inclusion**

### **Description:**

This program is designed to assist school districts in providing appropriate programming to students with disabilities resulting in placement in the least restrictive environment.

### **Technical Assistance:**

Staff is available to provide written, telephone and on-site assistance for administrators, teachers, support staff, paraprofessional staff and parents in the following areas: program planning, exemplary programs, IEP development, effective instructional strategies, model teaching, coordination of services between regular and special education personnel, program evaluation and dissemination of current research and information regarding best practice. Staff will also provide assistance with intervention strategies, building student intervention teams and pre-referral practices.

### **Staff Development:**

Staff provides region-wide and on-site staff development for district personnel working with students with disabilities in the least restrictive environment. Topics are based on identified district need and may include but not necessarily limited to: innovative and exemplary practices, program planning and evaluation, effective instructional strategies, content mastery, co-teaching, classroom management and pre-referral intervention strategies.

### **Exemplary Programs:**

Assistance is available to districts in identifying innovative programs and successful practices proven effective in improving performance of students with disabilities being served in the least restrictive environment.

ESC Contacts: Kathy Graham

## **Special Education Parent Coordination/Involvement**

### Description:

Services are designed to provide technical assistance and staff development on innovative and successful practices regarding parental involvement programs. The ESC will identify and disseminate information on successful practices and programs serving parents and caretakers of students with disabilities.

**Technical Assistance:** The ESC is available to provide district personnel with information and assistance in locating and implementing exemplary programs. The ESC also serves as a source to provide technical assistance to local districts in evaluating the effectiveness of parent involvement programs.

**Staff Development:** Workshops are provided for parents and district personnel working with students with disabilities. Topics are determined from needs assessment data, and requests from school districts. Training is both regional and campus based. Topics include the parent's role in developing early literacy, preparation to become an effective parent advocate, showcase of exemplary practices, and methods to assist students in the home setting.

ESC Contacts: Phyllis Hamilton

## **Special Education Preschool Program for Children with Disabilities**

### **Description:**

The Preschool Program for Children with Disabilities (PPCD) is designed to provide technical assistance, training, and other related support services to regional programs serving identified students with disabilities ages three through five.

**Technical Assistance:** On-site assistance is available in such areas as curriculum development, curriculum modification, program improvement, program evaluation, assessment and instructional materials, assistive technology, demonstration teaching and resources. Assistance is also provided through coordination with Early Childhood Intervention (ECI), prekindergarten, kindergarten and Headstart. State Performance Plan #12 is addressed.

**Staff Development:** Training opportunities are provided for teachers, teacher aides, speech therapists and educational diagnosticians assigned to preschool programs. Additionally, training is made available for parents. Specific training emphasizes changes and challenges facing today's classrooms such as inclusion, medically fragile children, technology, developmentally appropriate and best practices.

**Curriculum:** Assistance is provided to districts in developing, modifying and implementing developmentally appropriate curriculum for preschool students with disabilities.

**Interagency Coordination:** Coordination with agencies and service providers serving preschool children with disabilities, i.e. Early Childhood Intervention and Headstart Programs, is maintained to facilitate transition from home and center-based programs to school.

**Exemplary Programs:** Assistance is available to districts in identifying and observing preschool programs that have proven effective in improving the performance of preschool students with disabilities.

ESC Contact: Mary Kathryn Evans

**Special Education**  
**Programming for Culturally and Linguistically Diverse Learners/Disproportionality**

Description:

The ESC will provide technical assistance and staff development on innovative and successful practices regarding the instruction of culturally and linguistically diverse learners. Specialists will identify and disseminate information on best practices and programs proving optimum-learning opportunities for culturally and linguistically diverse learners. Issues regarding disproportionality among students identified under IDEA-B will also be addressed.

**Technical Assistance:** Specialists are available to provide resource information on successful practices, and exemplary programs for diverse learners. Campus-based review and demonstration of culturally diverse instructional material is provided throughout the region. Program planning to infuse the curriculum with strategies for diverse learners is available for campus and individual personnel.

**Staff Development:** Training is provided for district personnel on effective instructional strategies for diverse learners. Campus-based instructional material demonstrations are conducted with application to the Texas Essential Knowledge and Skills.

ESC Contact: Kathy Graham

**Special Education**  
**Programming for Low Incidence Disabilities and Autism**

Services for Students with Low Incidence Disabilities:  
Severe and Profound Cognitive Disabilities, Medically Fragile,  
Deaf, Blind and Autism

Description:

Technical assistance and staff development are provided to local districts in educational programming for students with severe and profound cognitive disabilities, students identified as medically fragile, and students identified as deafblind. The ESC serves as the first point of contact for families and school personnel of students with these disabilities. Programming for these disabilities focuses on curriculum design and implementation, assessment and assistive technology needs.

The ESC will specifically address low incidence disabilities issues through needs assessments and regional plans and address deafblindness in the Regional Plan for Students with Visual Impairments.

The ESC will assist local districts in evaluating the effectiveness of regional activities regarding these low incidence disabilities.

Technical assistance and staff development in programming for students with autism includes specific curriculum needs, behavior management, assessment, and parent training. The ESC provides focused training in implementing the Treatment and Education of Autistic and Related Communication Handicapped Children (TEACCH) model for students with autism.

ESC Contact: Lottie Tomko



## **Special Education Services for the Deaf or Hard of Hearing**

### **Description:**

The special education component services for the deaf or hard of hearing are designed to build the capacity of the local school districts to serve students with auditory impairments.

### **Staff Development:**

Training is provided for local school district personnel on effective instructional strategies, communication methods, and specialized equipment that may be used to educate the deaf or hard of hearing.

### **Technical Assistance:**

Specialists are available to provide resource information on successful strategies for educating students who are deaf or hard of hearing, as well as, to provide on-site assistance in classroom and curriculum accommodations for students who are deaf or hard of hearing.

ESC Contact: Lottie Tomko

## **Special Education Services for Speech Language Pathologists**

### **Description:**

The services for speech and language pathologists are designed for all school speech personnel to build their capacity in working with the local education agencies in serving students with speech and language impairments.

### **Staff Development:**

Trainings are provided during the school year in order to meet the identified needs of the speech personnel. The topics are determined based on the requests turned in by the speech staff during the planning cycle.

### **Technical Assistance:**

Specialists are available to provide resource information, on site consultations, TEKS information, compliance with the monitoring standards and a list serve for communication and support for the school speech staff.

ESC Contact: Kenda Matson

### **TWU TETN Distance Education Model:**

There has been ongoing support and opportunity for the local school districts and staff to participate in pursuing a Master's Degree in Communication Disorders from TWU with the effort of the ESC's, TEA and TWU.

ESC Contact: Kenda Matson

## Special Education Transition

### Description:

This component is designed to assist school districts in developing, implementing and evaluating transition programs for students in special education. Transition services will include students transitioning from Early Childhood Programs to appropriate preschool programs and secondary students with disabilities transitioning from public school to post-secondary education or the work force.

**Technical Assistance:** On-site assistance is provided in the coordination of transition planning on a local level, development of individual transition plans, interagency coordination, and public awareness. State Performance Plan #13 and #14 are addressed.

**Staff Development:** Training is provided for district personnel in areas such as curriculum, least restrictive environment, job coaching, job procurement, working with agencies and other related topics.

**Exemplary Programs:** Assistance is available to districts in identifying special education programs that have developed and implemented successful transition programs.

**Interagency Coordination:** Assistance is provided to districts in working with service agencies to facilitate and support the transition process. Cooperative planning with such agencies as Head Start, Early Childhood Intervention, Texas Rehabilitation Commission, Mental Health and Mental Retardation Authorities, plus the business community is vital to the success of students.

ESC Contact: Kathy Graham

## **Special Education Visually Impaired**

### Description:

The special education component for visually impairment (VI) services is designed to provide supplemental services to students with visual impairments in school districts.

**Technical Assistance:** Assistance in program planning, assessment and implementation related to students with visual impairments is provided. This includes facilitation of regional planning, TEA VI and deaf/blind registration, textbook and APH materials acquisition, instructional strategies, materials modifications, regional student outings, quality programming for visually impaired students, and staff development. Purchase of varied assistive devices, software and peripheral technologies, interagency coordination, dissemination of information and quality programming are services provided to LEAs and cooperatives.

ESC Contact: Dina Rogers

## Spelling Bee

Description:

The following services are provided through the spelling bee project:

- Coordinate with Scripps National Spelling Bee to implement an effective spelling bee program
- Utilizing strategies to encourage more students to participate
- Provide a fair spelling bee, consistent with others provided by competing schools
- Disseminate certain spelling bee materials necessary to conduct campus and county spelling bees
- Provide a fair and impartial regional spelling bee

ESC Contact: Cathy McCormick

## STAAR One

Description:

STAAR One is an assessment item bank, created to meet the STAAR/EOC requirements. It is an easy-to-use resource that can be used to develop benchmark tests. Option 1 is the test item bank, Options 2-4 are the supporting modules, which contain items for courses that prepare students for the tested courses. STAAR One is a one-time purchase.

STAAR One

### **Option 1**

Cost: \$3,300.00 Per Campus

### **Option 2**

Middle School Supporting

Cost: \$400.00 Per Campus

### **Option 3**

Elementary School Supporting

Cost: \$600.00 Per Campus

### **Option 4**

Elementary Spanish Supporting

Cost: \$400.00 Per Campus

ESC Contact: Jamie Purcell

## Student Accounting Services

### Description:

Direct student services to assist districts with student processes.

- PEIMS process
- enrolling/withdrawing students
- entry of special program information/reports
- posting of attendance/reports
- grade computation/reports
- discipline entry/reports
- immunization entry/reports
- scheduling entry/reports with administrators making decisions

Region III ESC will coordinate with campus personnel to establish a schedule of services needed. Responsibilities of both Region III ESC and the District/Campus are dependent upon the service requested.

### District Responsibilities:

- Provide all documents and data necessary to accommodate users' request.
- Make personnel available at arranged times for discussion of all matters that concern the requested service.

### Region III ESC Responsibilities:

- Establish a calendar of services to be performed for the District
- Schedule technical assistance via Net3, telephone, email, on-site, remote access or webinar as determined by ESC specialist
- Evaluate any district requests and provide ESC's best solution and appropriate course of action in the best interest of the district related to student services being provided.
- Review all data provided by district related to student services being provided.
- Document all billable time spent on districts' request (through Time and Effort System).
- Provide technical assistance via telephone, email and on-site support.

COST: \$65 per hour of direct services (in-house and on-site)

ESC Contacts: Charlyn Sciacca, Becky Pullin

## **Teacher Resource Center**

### Description:

The Teacher Resource Center provides teachers, parents, and students an opportunity to purchase various bulletin board and teaching aid materials, i.e., posters, stickers, transparencies, die cuts, buttons, fun foam, and construction paper; and other products that encourage a child's development and learning.

Produce your own materials using the Service Center's poster maker, laminators (thick 5mil. and regular 1.7 mil.), die-cut machines, button maker, and other equipment.

The arts are an essential part of every child's development and learning. Visit the resource center and discover new ways to add magic to your curriculum using fresh and colorful resources. Create an atmosphere of fun for everyone with the resources available from the Service Center's Teacher Resource Center.

ESC Contact: Dell Gohmert



## TEKS Resource System



### Description:

TEKS Resource System has three primary service goals:

1. Provide districts with a resource for implementing the state curriculum.
2. Provide a customizable, aligned, online curriculum with exemplar lessons.
3. Provide regular and sustained professional development.

### Education Service Center Region III agrees to:

- Provide full access to the TEKS Resource System
- Provide training for designated district curriculum leaders on the operation and implementation of the system
- Coordinate with 3rd Learning service providers on end-user issues
- Provide consultation and technical assistance by component and content area
- Provide on-going support to teachers and administrators with the implementation of TEKS Resource System
- Monthly Net3 Updates
- Listserv Updates
- One complimentary registration to State TEKS Resource System Conference

### Each participating school district agrees to:

- Designate a district/representative for coordination purposes
- Engage in a preplanning process with ESC III staff on the district implementation sequence
- Attend two days of administrator TEKS Resource System training as a team
- Dedicate staff time for implementation of the curriculum
- Provide opportunities for teachers and principals to participate in staff development activities throughout the school year or during summer that will assist with the implementation of TEKS Resource System
- Abide by the terms of the User License Agreements
- Provide a current listing of all approved district domain names
- Provide ESC III with teacher names, grade level, course assignments, and email addresses

### **Option 1: TEKS Resource System for Year one Districts**

- 2 Days of Professional Development for administrators at Region III, on-site, or in clusters
- 2 Days of Professional Development for teachers at Region III, on-site, or in clusters
- ½ Day follow up session
- **On-going** consultation and technical assistance

### Cost:

TESCCC set up fee, first year only.

Annual TESCCC subscription fee

\$7.00 per ADA, grades K-12

## **Option 2: TEKS Resource System for Districts Year Two or Beyond**

- 2 Days Professional Development at Region III, on-site, or in clusters
- On-going consultation and technical assistance

Cost:

Annual TESCCC subscription fee  
\$7.00 per ADA, grades K-12

## **Option 3: Professional Development**

- Vertical Team Planning
- Internalization of Curriculum Dialogue
- Other professional development customized to meet the needs of the district

Cost: \$550 per day on-site

## **Option 4: The TEKS Resource System Momentum Series**

Help your teachers keep the pace with TEKS Resource System. “Just-in-time” thirty-minute sessions will highlight upcoming concepts, content, and skills, and provide teachers with instruction and assessment techniques that align to the YAG, IFD, and Unit Assessments. Sessions will be provided every three weeks by content and grade bands using online technology and will be recorded for 24/7 access.

Cost: \$450.00 per campus

\*\*A minimum number of campuses are required for this option to make.

ESC Contact: Gayle Parenica

## Technology Planning

Description:

Technology planning will provide districts with options that will support and promote technology planning and growth in technology integration as captured in the district, campus, and teacher STaR Charts and technology ePlan.

### **Option 1: Developing/Updating Technology Plans**

Member districts will receive technical assistance in updating and meeting the STaR Chart and ePlan requirements. Services include Net3 workshops, technology email postings, and technical assistance in plan development and pre-reviews of plans prior to submission.

Cost per district: \$1,000

### **Option 2: Customized Services**

On-site training/technical assistance

Cost: \$550 per day

ESC Contact: Pam Snyder

## **Technology Resources**

Descriptions:

### **Region III ESC Web Resources**

The ESC web presence at <http://www.esc3.net>

- Provides primary points of reference for programs supported in the region including contacts, schedules, demographics and resources.
- Offers unlimited access from home or office for information anytime, anywhere.
- Hosts the Region III On-line Staff Development Catalog and registration for workshops offered by the ESC.

ESC Contact: Bob Buchholz

### **TETN**

The Texas Education Telecommunications Network (TETN) is the closed state network between TEA and each of the 20 Education Service Centers. This network is utilized for videoconference meetings and trainings. Districts may be notified of a TETN and invited to attend at the local ESC. For NET3 members, TETN interconnectivity is available on a per request basis. TETN is establishing policies and procedures for district-to-district connectivity across the state for districts participating in the local ESC regional network.

ESC Contacts: Bob Buchholz, Gail Repka

### **Studio Services**

Region III broadcast studio is equipped for video productions and publicly accessible video conference broadcasts. High quality video productions utilizing state of the art technology and skills are available. The original programming can be produced in various digital formats including streaming and DVD to meet the customer needs.

ESC Contact: Gail Repka

## **Technology Technical Support Services**

Description:

Basic District Technology Technical Support

Access to ESC technology technical support in the areas of DNS, ESC hosted email, and edge network equipment. ESC technology staff will provide support via telephone, email, online, remote access and on-site assistance as necessary.

Cost: \$750 per district

Additional: On-site assistance billed at \$60 per hour as scheduled by the district.

Contact Persons: Bob Buchholz and Derek Gore

## TimeClock Plus Web Application

### Description:

TimeClock Plus uses the speed, power, and scalability of Microsoft SQL Server to deliver reports and employee information quickly and with ease. The software enables management to collect and report data within seconds, rather than using antiquated polling time clocks or punch devices which can take much longer.

TimeClock Plus records employee hours for payroll while providing real time labor reporting functions to over 300 school districts in Texas. The payroll process can be simplified greatly by the creation of a file from TimeClock Plus that can be imported easily into your payroll software. The software automates the process of doing payroll by creating a bridge between the employee data collected by TimeClock Plus and many of the popular payroll packages available, i.e. TxEIS Business Suite.

TimeClock Plus District License (Per District per year) includes:

- Setup, configuration and integration package
- Hosting of software and backups on ESC 3 servers

Cost: \$1,000 per district per year

District Employee License (per employee per year) is required.

Cost: \$16.75 per employee per year

District Annual Maintenance Fee

- Software support
- Updates and upgrades

Cost: 20% of Total Cost

ESC Contacts: Dawn Cummings, Geriann Neuman

## **Title I ESEA Student Support Compliance Services**

### Description:

Title I ESEA Compliance services are designed to provide Technical Assistance and Staff Development related to LEA Federal Programs.

### Technical Assistance:

Assistance is provided to school districts for the purpose of ensuring academic achievement of state standards by economically disadvantaged students. Assistance related to current and new ESEA Federal Regulations and Guidelines regarding funding, compliance, AYP/SIP related accountability issues and Performance Based Monitoring is available upon request and through email and NET3 Communications.

### Staff Development:

Staff development is provided in the areas of: Parent Involvement, Highly Qualified Teachers, Comprehensive Needs Assessment/Campus Planning, Fiscal Issues, Private Non-profit Schools, Program Evaluation, NCLB

Consolidated Application for Federal Funding and Compliance Report, and Title I Support Teams.

ESC Contacts: Linda Easterling, Dina Rogers, Beverly Wyatt, Brenda O'Bannion

**Title I ESEA Student Support Services/Federal Programs  
Application Services**

Description:

NCLB Student Support Contracted Services are designed to assist districts in the preparation and submission of applications, amendments, and compliance reports for the Consolidated Application for Federal Funding, Title VI programs, and Annual Highly Qualified Teachers Compliance Report. Assistance with program and budget planning, direct and follow-up services, and professional development opportunities will be offered.

**Option 1 – Contracted Services**

The ESC is responsible for providing assistance in completing applications, amendments, and compliance reports for the following:

- Consolidated Application for Federal Funds
- Title I ARRA Grant
- TTIPS – Texas Title I Priority School Grant (if applicable)

On-site, telephone and e-mail technical assistance with:

- E-Grant assistance
- Planning and Budgeting
- Compliance/PBMAS
- SIP Grant – School Improvement Program (if applicable)
- Highly Qualified Compliance Report
- Consolidated Compliance Reports
- Title I ARRA Compliance Report
- Gun-Free Report
- Private Non-Profit Participation/Affirmation

Professional Development: (No cost to Contracted Districts)

- Substitute Teacher Training
- Region III NCLB Compliance and At-Risk Workshops
- NCLB Training for First-Time Administrators
- On-going staff development through NET3s for currently certified paraprofessionals (TOPS Program)
- Individualized LEA Professional Development
- School Support Team Training
- NCLB Required Trainings: Parent Involvement, Highly Qualified, Campus Planning, Fiscal Issues/Private Non-Profit Schools, and Comprehensive Needs Assessment
- Related NCLB workshops upon request

**Cost:** 3% of Title I, Part A 2011-2012 Maximum Entitlement

Minimum: \$1,000

Maximum: \$15,000

**Option 2: On-Site Assistance as Requested**

- The ESC Title I Specialist will provide on-site technical assistance and follow-up for any required application and compliance report listed in Option I at a daily rate.

Cost: \$550 per day or \$275 per half day

ESC Contacts: Brenda O'Bannion, Linda Easterling, Beverly Wyatt, and Dina Rogers



## **Title I, Part C, Carl D. Perkins Shared Services Arrangement - CTE**

### **Description:**

The Region III Title I, Part C, Carl D. Perkins Shared Services Arrangement will provide services to member districts through professional development and technical assistance in developing and implementing quality CTE programs.

### **Basic Services**

- Serve as a fiscal agent for member districts including the completion, submission, negotiation and all reporting requirements of the Title I, Part C, Carl D. Perkins federal application.
- Assist districts in providing information to students and parents on the opportunities available in vocational and applied technology education.
- Assist districts in assessment of student vocational interests and aptitudes and provide guidance activities based on data obtained in the assessment.
- Assist with implementation of career guidance programs, K-12, and the development of career pathways for all students as indicated in the annual application.

Includes the above listed basic services and may include the following, dependent upon district needs:

- Provide a web-based career and guidance package which will include annual updates along with technical assistance in the maintenance of the program.
- Assist districts in acquisition of curriculum materials, support materials, and equipment.
- Provide staff development for teachers and counselors which may include: CTE TEKS implementation, Career Orientation Training, Integration of CTE and academics, Career Clusters and Industry certification training.
- Assist districts in the development of coherent sequence of courses.
- Provide activities/resources to prepare special populations enrolled in CTE programs for high skill high demand occupations.
- Conduct a CTE Advisory meeting twice a year to discuss program input and related CTE topics.
- Provide technical assistance in the area of Performance Based Monitoring.
- Districts are eligible to request up to 30% of that entitlement to use for supplemental programs, materials and services.

Cost: Carl D. Perkins Entitlement for current school year.

ESC Contact: Cheryl Shamburger

## **Title III English Language Acquisition Shared Services Arrangement**

### **Description:**

School districts may join the Region III Title III Shared Services Arrangement. Services provided through the SSA are supplemental in relation to what the participating districts are required to provide.

### **Option 1: District Support Services**

- Collaborate with district to write SAS
- Districts will participate on an advisory committee to provide continuous input
- Assist districts in developing an effective Parental Program
- Districts with an entitlement of \$500 or more are eligible to request up to 20% of that entitlement to use for supplemental programs, materials, and services

### **Teacher Services**

- Observe and provide support to teachers in best practices
- Purchase materials and software that will assist districts in meeting Title III goals
- Provide on-going technical assistance in implementing No Child Left Behind, Title III requirements including TELPAS and AMAO
- Provide registration fees for Title III conferences based on the number of LEP students per district
- Assistance and technical support for teachers of ELLs

### **Staff Development**

Topics for workshops/training may include:

- On-site training appropriate to district/campus needs based on data
- TExES training for teachers seeking Bilingual/ESL certification
- Training in incorporating ESL across the content areas through use of the ELPS
- Sheltered Instruction for the Secondary/Elementary classroom
- Academic Vocabulary for ELLs
- Training on effective implementation of parent programs

**Cost:** Title III Entitlement for current school year.

**ESC Contact:** Ester Preston and Rosie Hale

## TxEIS Plus Business Software Support

### Description:

The TxEIS Business product is web-based, fully integrated, and supports the operational and reporting requirements of Texas districts and charter schools. The software is scalable in both design and configuration in order to meet the needs of any size district. The solution incorporates software standards that make it compatible with Internet Explorer, Mozilla Firefox, and Mac Safari browsers, as well as Linux and Windows operating systems. The district may elect to host TxEIS on-site or host through the ESC. If a district chooses to host through the ESC, please see contracted services for MIS Web-Hosting for pricing. The software is licensed on an annual basis.

### TxEIS Business includes:

- Accounts Receivable
- Asset Management
- Budget
- Finance
- Human Resources (includes Employee Access, Position Management)
- Purchasing
- Warehouse

Fees include the following services provided at the ESC, through telephone assistance, email, online and remote access:

- Distribution of Software Updates
- Software Technical Assistance
- Software Training
- User Group Meetings

Each TxEIS installation requires the Sybase database application. The cost per processor license is \$1,374. This is a one-time purchase. Major Sybase version upgrades may incur upgrade fees of up to 25% of cost which will be passed on to the district.

### Optional Products/Services:

- On-site Technical Assistance/Workshops
- Web-Hosted Services
- Automated Backup System
- DBA Administrative Services
- Accounting processes outlined in Finance Accounting Services.

### *Region III ESC Responsibilities:*

- *TxEIS Business Support Services will include up-to-date software licenses for both TxEIS and Sybase programs as needed.*
- *ESC will provide up-to-date hardware/software requirements on the Region III ESC website <http://www.esc3.net>.*
- *ESC personnel will provide unlimited assistance to admin/district personnel by telephone, email, TxEIS website, and remote access.*
- *Technical assistance is provided on the use of the software.*

- *ESC personnel will provide interface between the admin/district and the program vendor. Additional contracts may need to be signed if the districts uses third-party software interfaced with the TxEIS program.*
- *A series of TxEIS workshops will be held at the ESC as required by the cycle of business software procedures.*
- *ESC personnel will provide services to promote quality software implementation.*
- *Optional services available as needed. See MIS services.*

*District Responsibilities:*

- *The District will provide the ESC with a lead contact for communication consistency. Personnel changes during a school year will require additional training (New User Individualized Training option).*
- *Each TxEIS Business user should have Internet access and an email account for access to Region III web resources.*
- *Each TxEIS Business user is responsible for maintaining their subscription information on the Region III TxEIS ListServ to receive email communications regarding program releases, updates, and upcoming workshops.*
- *District TxEIS Business personnel should participate in ESC workshops specific to their job responsibilities to stay current on program and reporting requirements.*
- *The District will conform to the PEIMS Data Standards and the Financial Accountability System Resource Guide.*
- *PEIMS Submissions will be prepared and submitted fatal-error free using the ESC and TEA timelines.*
- *Districts are responsible for maintaining/purchasing technology whose specifications meet minimum program requirements.*

**Cost:** per District Enrollment (reported in PEIMS)

1,000 or less	\$5,155
1,001 – 2,000	\$5,435
2,001 – 5,000	\$6,357
5,000 – 6,999	\$6,700
7,000 plus	*Amount will be based on customer’s specifications

On-site assistance/training: \$550 per day (minimum half-day billing)

New User Individualized Training \$550 per day (minimum half-day billing)

For Additional TxEIS support services see Management Information Services (MIS).

**\*\*Call for Hosting- ESC Discounted Pricing**

ESC Contacts: Dawn Cummings, Geriann Neuman

## TxEIS Plus Student Information System

### Description:

TxEIS Plus Student was awarded as one of the state-sponsored student information systems in Texas. The product is web-based, fully integrated, and supports the operational and reporting requirements of Texas districts and charter schools. The software is scalable in both design and configuration in order to meet the needs of any size district. The solution incorporates software standards that make it compatible with Internet Explorer, Mozilla Firefox, and Mac Safari browsers, as well as Linux and Windows operating systems. The district may elect to host TxEIS on-site, host through the ESC or TCC(state). If a district chooses to host through the ESC, please see contracted services for MIS Web-Hosting for pricing. The software is licensed on an annual basis.

### TxEIS Student includes:

- Registration (Demographics and Special Program Participation)
- Attendance Accounting  
(Note: This may also be imported from a gradebook program)
- Grade Reporting, Report Cards, Transcripts(Includes Walk-in Scheduler)
- Health (Immunizations, Screenings, and Due Lists/Letters)
- Discipline Tracking for Local Violations and PEIMS Reporting
- SEMS (Special Education Management)
- Scheduling
- PEIMS (to combine both business and student data as it is sent to TEA)
- Historical System (tracks demographics, attendance and grades by year)
- Web-based, integrated Gradebook and Attendance Test Score Module
- Parent Portal – web access to student grades and attendance
- TxMyZone – web access to allow student entry of course requests for TxEIS scheduling
- Four Year Graduation Plan
- Utility available to import SAT, PSAT, ACT, TMSDS, DMAC
- **NEW** – Online Registration
- **NEW** – Parent Portal Mobile App

Each TxEIS installation requires the Sybase database application. The cost per processor license is \$1,374. This is a one-time purchase. Major Sybase version upgrades may incur upgrade fees of up to 25% of cost which will be passed on to the district.

### Optional Products/Services:

- Support Packages
- On-site Technical Assistance/Workshops
- Web-Hosted Services
- Automated Backup System
- DBA Administrative Services

### *Region III ESC Responsibilities:*

- *TxEIS Student Support Services will include up-to-date software licenses for both TxEIS and Sybase programs as needed.*
- *ESC will provide up-to-date hardware/software requirements on the Region III website <http://www.esc3.net>.*

- *Baseline assistance is provided on the use of the software.*
- *Special forms purchasing is facilitated by ESC and districts are billed per cooperative bid price.*
- *Optional services available as needed. See MIS services.*

*District Responsibilities:*

- *The District will provide the ESC with a lead contact for communication consistency. Personnel changes during a school year will require additional training (New User Individualized Training option).*
- *Each TxEIS student user should have Internet access and an e-mail account for access to Region III web resources.*
- *Each TxEIS Student user is responsible for maintaining their information on the Region III TxEIS ListServ to receive e-mail communications regarding program releases, updates and upcoming workshops.*
- *District TxEIS Student personnel should participate in scheduled ESC workshops specific to their job responsibilities to stay current on program and reporting requirements.*
- *The District will conform to the PEIMS Data Standards and Student Attendance Accounting Handbook rules and regulations.*
- *PEIMS Submissions 1, 3, and 4 files will be prepared and submitted fatal-error free using ESC and TEA timelines.*
- *Districts are responsible for maintaining/purchasing technology whose specifications meet minimum program requirements.*

**State Pricing: \$8.24 per student enrollment**

**State Hosting: \$3.09 per student enrollment**

**\* Fees include baseline support only, support packages available**

**\*\*Call for Region 3 ESC Discounted Pricing**

ESC Contacts: Charlyn Sciacca, Becky Pullin

## WebCCAT

### Description:

The WebCCAT Test Generator enables educators to select TEKS at the student expectation level and to create a unique assessment to diagnose or benchmark student knowledge on those TEKS. The bank features a wide variety of items from traditional multiple-choice to performance tasks at various levels of difficulty and thinking complexity. Educators can use WebCCAT to create assessments by designating a particular Student Expectation (or group of expectations) or can select a particular item type, level of difficulty, or level of thinking to design an assessment. New features enable teachers to manipulate questions and choices. Key words can be used to further narrow a search for assessment items. The new WebCCAT system will allow districts to create assessments that align with the new STAAR requirements.

### **Option 1: Test Generator Only**

Cost: \$1100 per district plus \$295 per campus

### **Option 2: Eduphoria Members Only**

Cost: \$1100 per district plus \$100 per campus

ESC Contact: Gayle Parenica