

MEMORANDUM

TO: Members, Utah State Board of Education

FROM: Brent Page, Director
Information Technology

DATE: February 4-5, 2016

DISCUSSION: Information Technology Operations

Background:

USOE Information Technology develops and provides cost-effective, broadly-based, highly functional services for Utah's public school districts and charter schools, the Utah State Office of Education, and the Utah State Office of Rehabilitation.

Key Points:

The IT department consists of seven teams which are LAN & Technical Support, Applications Support, Database Administration, two student data systems teams, and two Educator and Financial Systems teams. Each team is critical to the function and purpose of providing services to internal and external groups.

Anticipated Action:

The committee will receive and discuss the information provided as part of an overview of an ongoing discussion related to IT roles and responsibilities.

Contact: Brent Page, 801-538-7759
Rich Nye, 801-538-7550

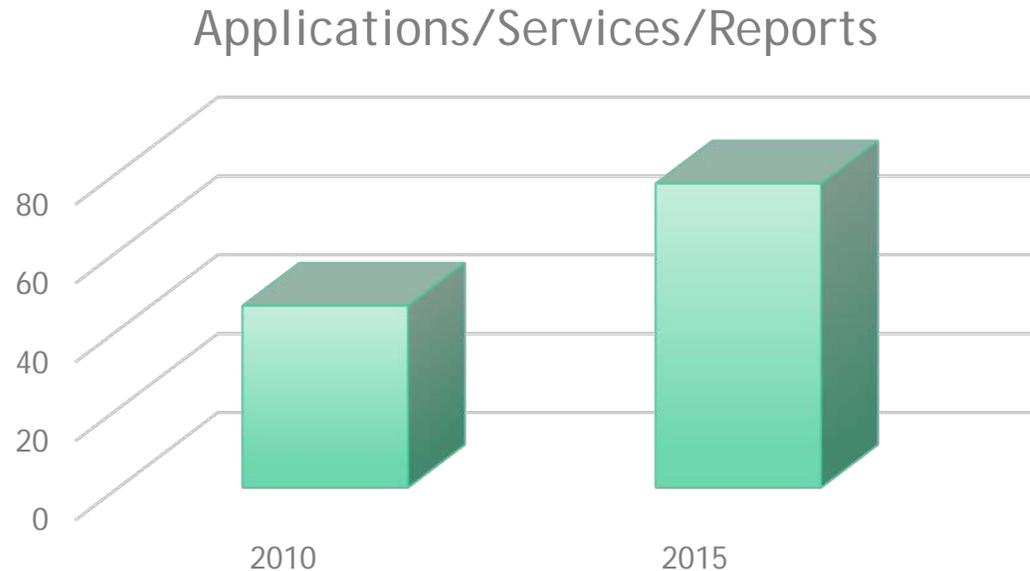
USOE INFORMATION TECHNOLOGY

Our mission is to develop and provide cost-effective, broadly based, highly functional information technology services for Utah's public school districts and charter schools, the Utah State Office of Education (USOE), and the Utah State Office of Rehabilitation (USOR). These include:

- Assuring equity among users.
- Implementing cost-effective practices.
- Minimizing duplicative hardware, software, and development.
- Promoting cooperative development and resource sharing in accord with the strategic plan.

APPLICATIONS/SERVICES/REPORTS

- ▶ Approximately 46 applications, services, and reports were managed in 2010.
- ▶ Approximately 77 applications, services, and reports are being managed in 2015.



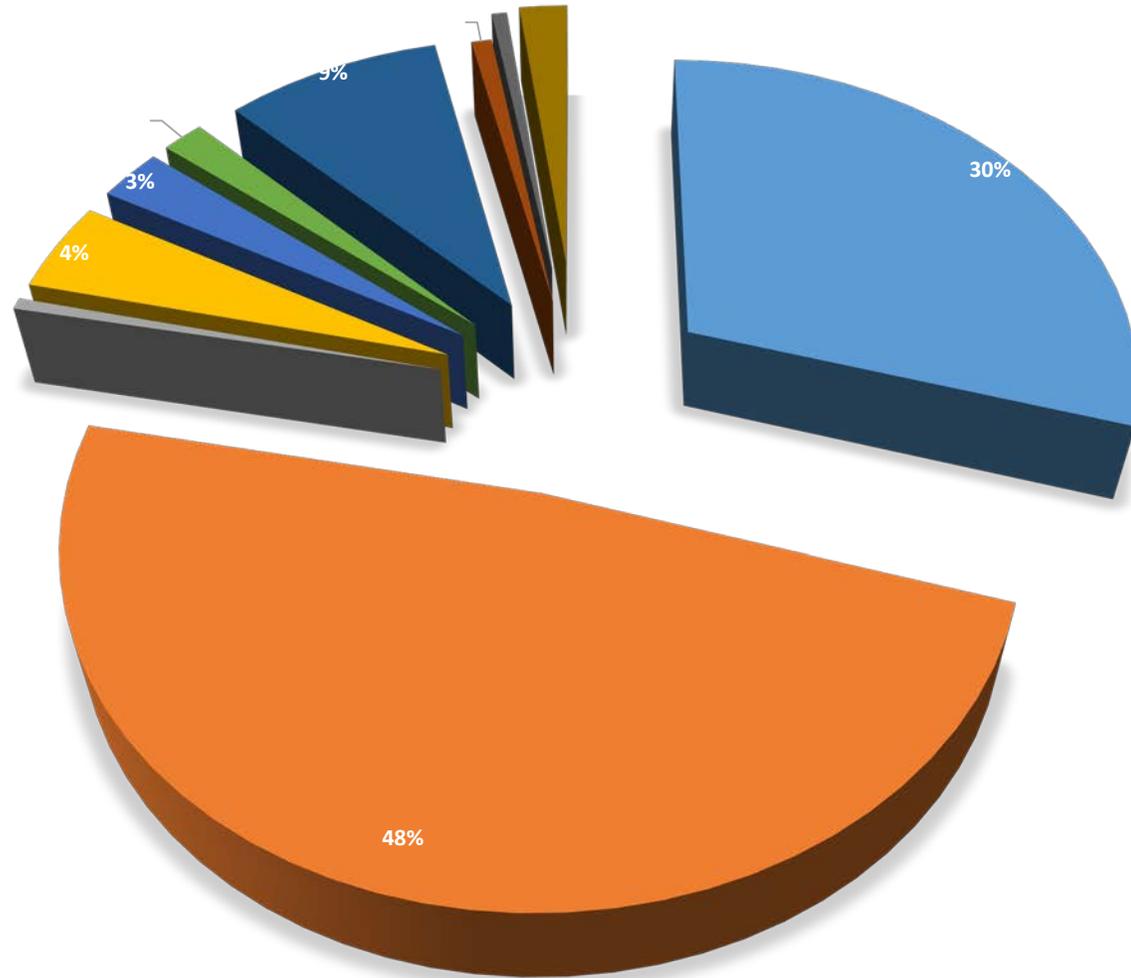
- ▶ Applications, services and reports continuing from 2010 to 2015 experienced growth in development, maintenance, data collected, reports required, and support required.
- ▶ The next slide shows the applications, services, and reports color-coded; 2010-2015 or current, 2010 only, or added since 2010.



2010 only 2010 thru 2015 Added since 2010

FIS	Data Warehouse (Education)	RIMS/AIMS – Recommended Instructional Materials System/Automated Instructional Materials System	Automated C-20 Awarded Funds Approval	SEATS - SOEP Enrollment, Approval and Tracking System (Under Development)	Wireless BYOD (Bring Your Own Device)
Clearinghouse	Data Warehouse (Financial)	Security – Desktop, Network, Server	AWARE	SOAR - Student Outcome Accountability Report	Automated Grant Award
LAN Desk	StatedW Download	SERF – State Education Research File	CACTUStoBASE	SOEP – Statewide Online Education Program (ZOHO)	Automated Travel Approval Process
UPASS	EDFacts	SharePoint	Centralized Faxing	Software Approval and Licensing	Automated C-7 Expenditure Approval
UTOS - Utah Test Ordering System	E-mail	SSID - Statewide Student Identifier	Check-out Laptops	TSSP - Teacher Salary Supplement Program	Automated P-2 Position Authorization
Assessment system	EIPTTS/TEDI – Transition from Early Intervention Data Information System	UCA/DMI Tracker – Utah Consolidated Application/Desktop Monitoring Instrument Tracker	CRDC – Civil Rights Data Collection	VOIP (Voice Over IP-phone system)	Automated C-12 Employment Change
ActiveUsers	HMBUpload	UPEFS – Utah Public Education Financial System (aka DataMart)	CTE Survey	University Recommends	DCPS – Disability Case Processing System
Application Training	IRIS – Integrated Rehabilitation Information System	UI - Utah Interactive	KACE	UCAP -Utah Charter Access Point	Employee Security Training
Aspire	IRISUPT	UTIPS – Utah Testing Item Pool System	MSP - Minimum School Program Under development	UPIPS – Utah Program Improvement Planning System	
BASE - Budget and Accountability System for Education	IRIStoBASE	UTopia - Utah Online Performance Information for Adult Education	ORS – Online Reporting Services	UDA - Utah Data Alliance	
C-8	MAPS – Migrant Assessment Performance System	USOE Website	PACE/UCAS – Prepare, Access, Complete, Economic Success/Utah Comprehensive Accountability System	UTREx - Utah eTranscript and Record Exchange	
CACTUS - Comprehensive Administration of Credentials for Teachers in Utah Schools	Media Services	Web Services	Precision Exams	Good-Email encryption/protection for mobile devices	
CNPweb - Child Nutrition Program Web Application	MOVEit Secure Site	Wireless	PFC Security	TRAPS - Advanced Malware prevention	
CSSCAPES – Carson Smith Scholarship Computerized Application for Private Schools	On-Track	YEWS – Year-End Web Survey	School Trust Lands	Redgate SQL Monitoring	
Data Gateway (COGNOS in 2010)	PATI – Program Approval for Technology Instruction	AYP	SAGE – Student Assessment of Growth And Excellence	Cisco ISE	

Approved Budgets FY 16



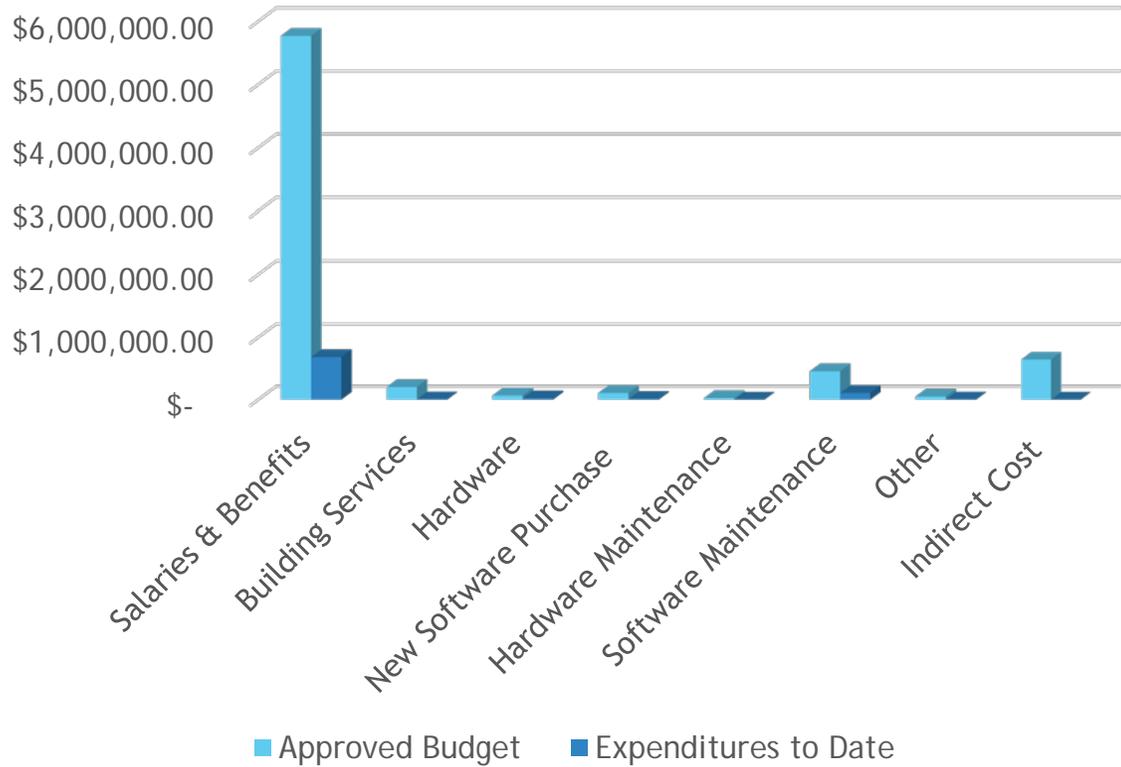
- Indirect Cost Pool (0102 T876)
- IT State Funding (0443 T016 project 11)
- IT State Funding SB59 (0443 T016 project 15)
- IT State Funding Mineral Lease (0443 T046 project 11)
- Risk Mitigation Funding (0443 T016 project 12)
- State Assessment Federal Funds (0443 T765 project 11)
- State Assessment Federal Funds (0443 T766 project 11)
- TA55 State Carryover (0443 TA55 project 11)
- Studio State Funding (0444 T016 project 10)
- Studio Mineral Lease Funding (0444 T046 project 10)

IT and Studio Funding Sources

Approved Budget FY 16

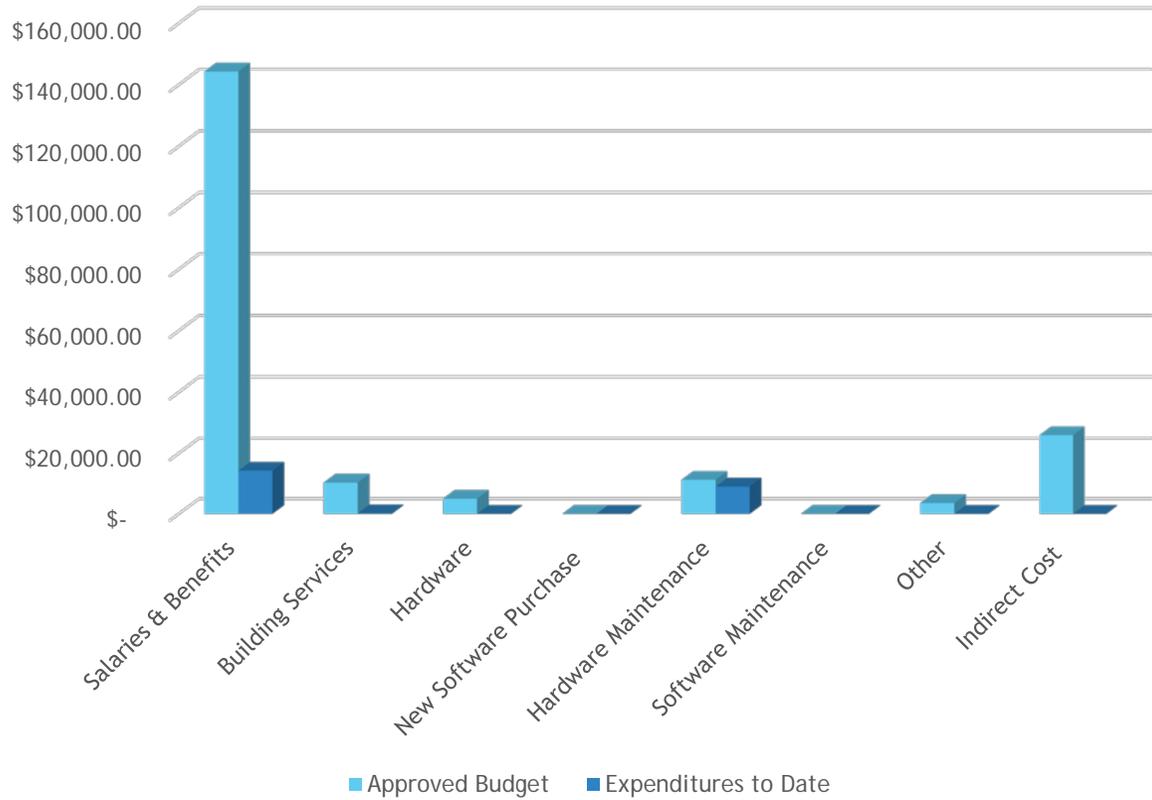
Indirect Cost Pool (0102 T876)	\$ 2,235,472.00
IT State Funding (0443 T016 project 11)	\$ 3,641,000.00
IT State Funding SB59 (0443 T016 project 15)	\$ 40,800.00
IT State Funding Mineral Lease (0443 T046 project 11)	\$ 333,400.00
Risk Mitigation Funding (0443 T016 project 12)	\$ 200,000.00
State Assessment Federal Funds (0443 T765 project 11)	\$ 130,430.00
State Assessment Federal Funds (0443 T766 project 11)	\$ 676,000.00
TA55 State Carryover (0443 TA55 project 11)	\$ 63,858.00
Studio State Funding (0444 T016 project 10)	\$ 48,100.00
Studio Mineral Lease Funding (0444 T046 project 10)	\$ 152,420.00

FY 16 IT Budget



IT Budgets (excluding Studio) Areas of Expenditures	Approved Budget	Expenditures to Date
Salaries & Benefits	\$5,769,865.79	\$683,370.43
Building Services	\$202,672.00	\$4,132.29
Hardware	\$67,200.00	\$20,644.09
New Software Purchase	\$107,000.00	\$9,906.70
Hardware Maintenance	\$25,000.00	\$54.71
Software Maintenance	\$455,517.00	\$106,399.07
Other	\$50,229.00	\$2,166.22
Indirect Cost	\$643,476.21	\$-

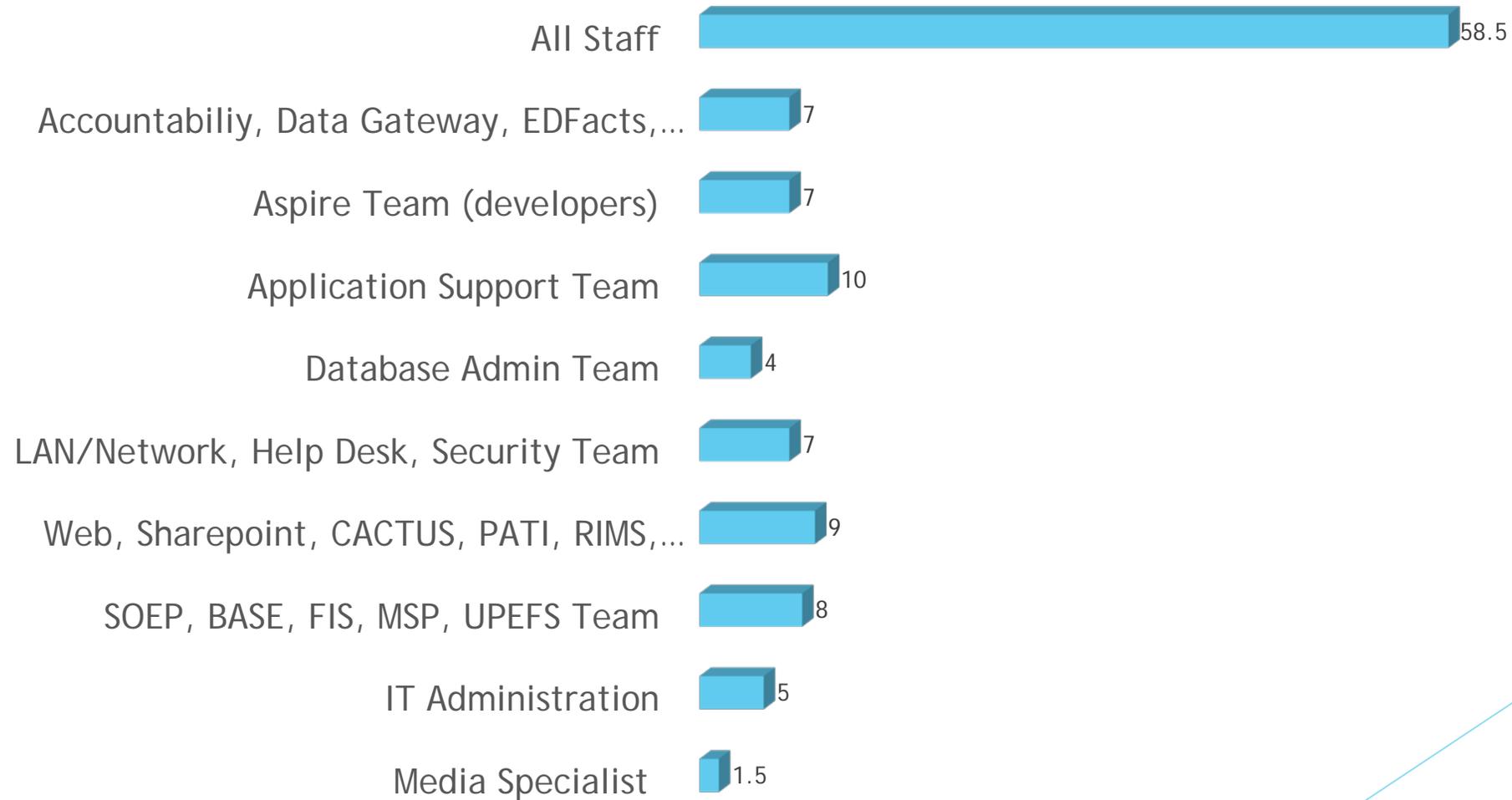
FY 16 Studio Budget



Studio Budgets Areas of Expenditures	Approved Budget	Expenditures to Date
Salaries & Benefits	\$144,301.00	\$14,252.86
Building Services	\$10,308.00	\$176.67
Hardware	\$5,000.00	\$ -
New Software Purchase	\$ -	\$ -
Hardware Maintenance	\$11,241.00	\$9,017.90
Software Maintenance	\$ -	\$ -
Other	\$3,559.00	\$ -
Indirect Cost	\$25,974.00	\$ -



IT STAFF



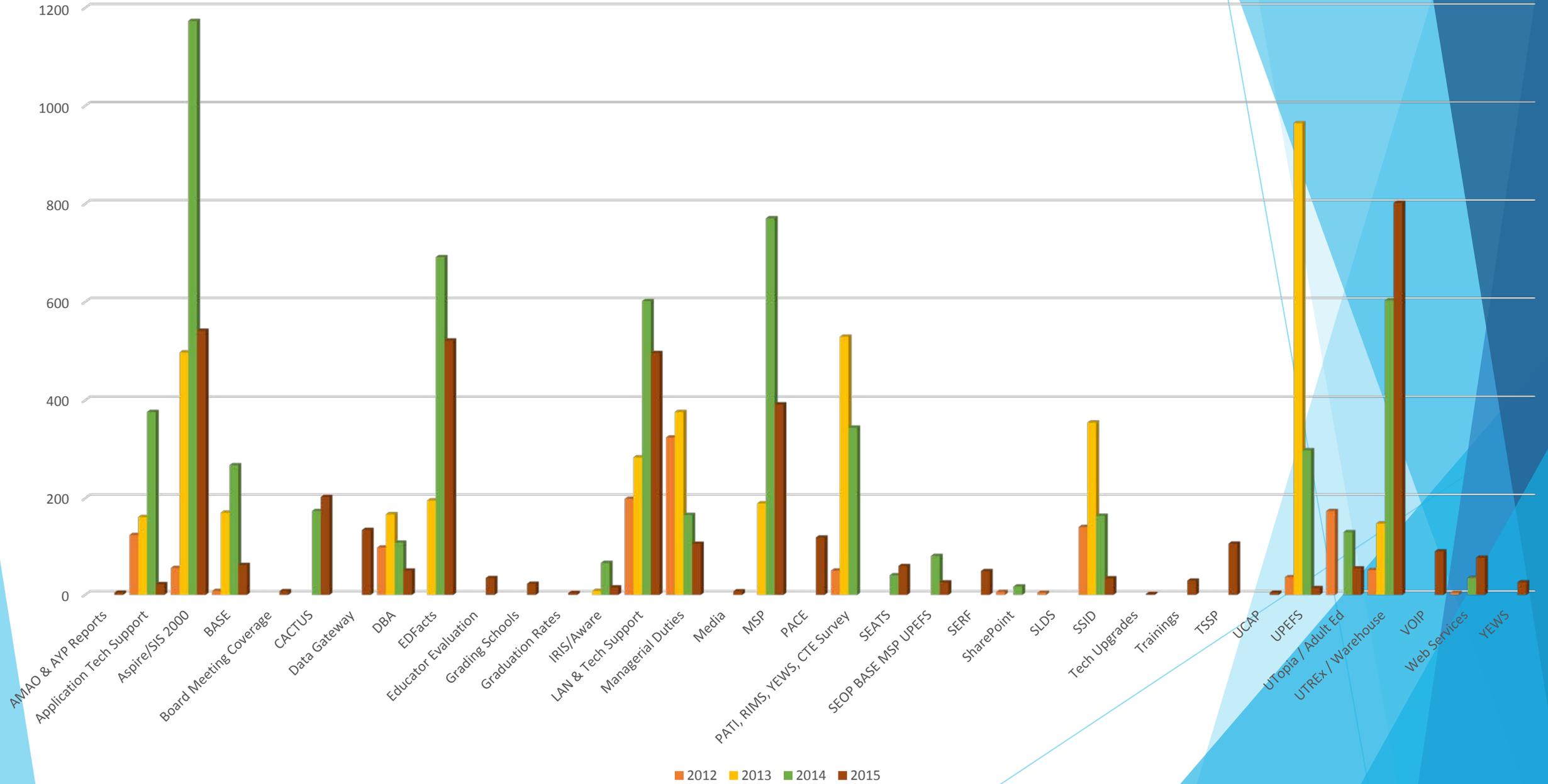
Overtime Comparison - FY12, 13, 14, 15

	2012	2013	2014	2015
July	143.25	169.13	419.64	478.39
Aug	223.5	296.77	778.89	319.77
Sept	67.63	250.53	481.77	315.25
Oct	130.77	417.01	384.77	357.75
Nov	91	323.81	571.78	399.25
Dec	27.76	172.5	329.78	336.75
Jan	41	247.25	515.13	379.25
Feb	57.01	265.75	505.01	299.64
Mar	91.25	444.25	425.65	210.82
Apr	165.76	311.64	536.92	166.5
May	112.76	422.51	528.66	307.26
June	140.51	725.39	632.27	555.71
	1292.2	4046.54	6110.27	4126.34

Overtime has increased over the years due to **new applications and projects** being added to the IT workload and the **high turnover rate** experienced between FY13 and 14.

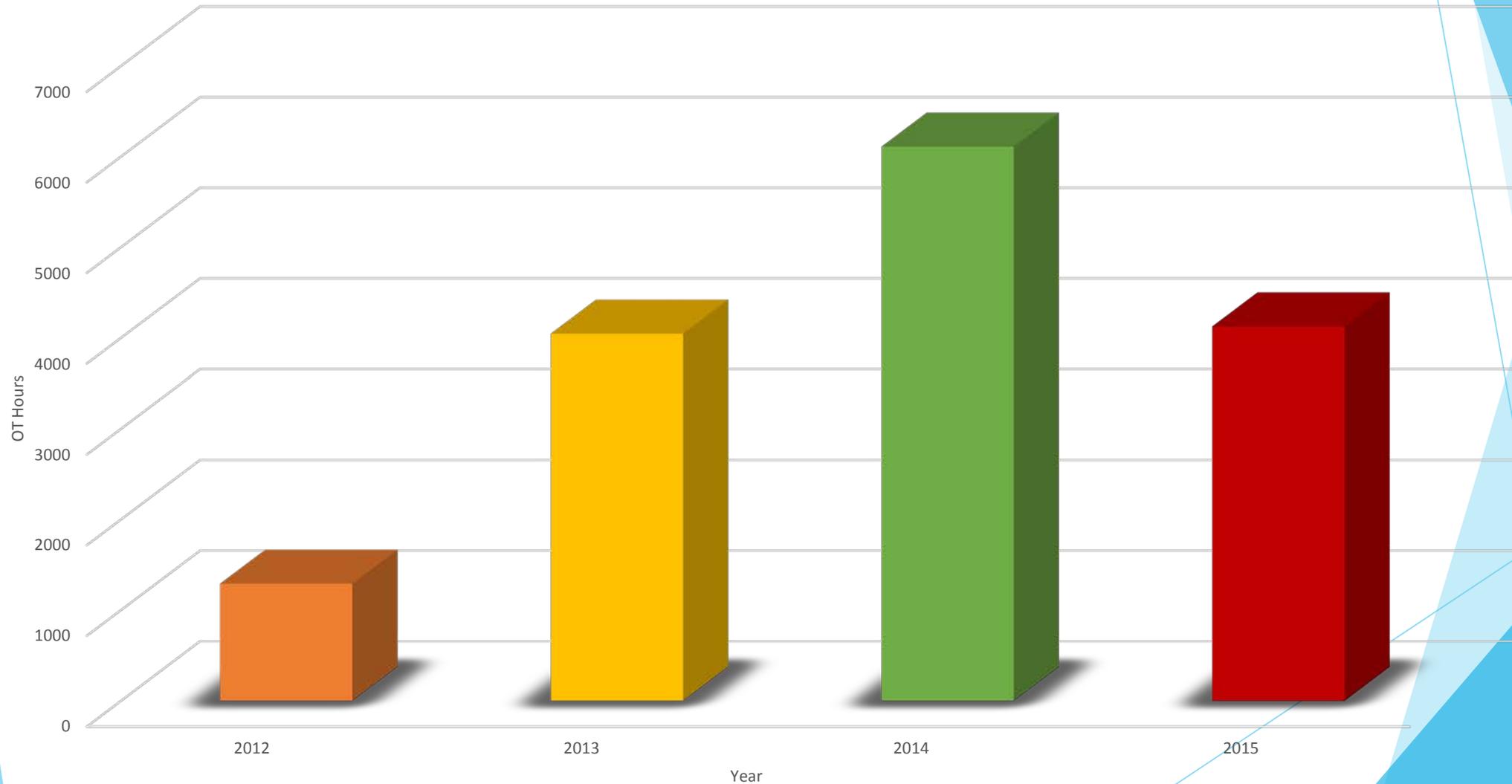
IT Personnel lost;
 156 comp hours in calendar year 2012,
 241 comp hours in calendar year 2013, and
 120 comp hours in calendar year 2014.

IT Overtime Hours Yearly by Project



Overtime Comparison - FY12, 13, 14, 15

IT Overtime Hours by Year



Area of Expenditure Object Codes

Building Services = 6115,6116,6126,6132,6149,6161,6171, 6300, 6500

Other = 6136,6137,6181,6182,6185,6186,6188,6189,6263,6269,6274,6276,6286,6299,6001,6002,
6003,6005,6006,6007,6052,6053,6055,6056,6057

Hardware = 6467,6469,6470,6471

New Software = 6468,6472,6473,6616

Hardware Maintenance =6580, 6582,6228

Software Maintenance = 6595

FY 16

USOE Information Technology



Utah State Office of Education



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State Superintendent of Public Instruction

Utah State Office of Education
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Utah State Office of Education

The Mission of Public Education

Utah's public education system keeps its constitutional promise by:

- **Ensuring literacy and numeracy** for all Utah children.
- **Providing high quality instruction** for all Utah children.
- **Establishing curriculum with high standards and relevance** for all Utah children.
- **Requiring effective assessment** to inform high quality instruction and accountability.

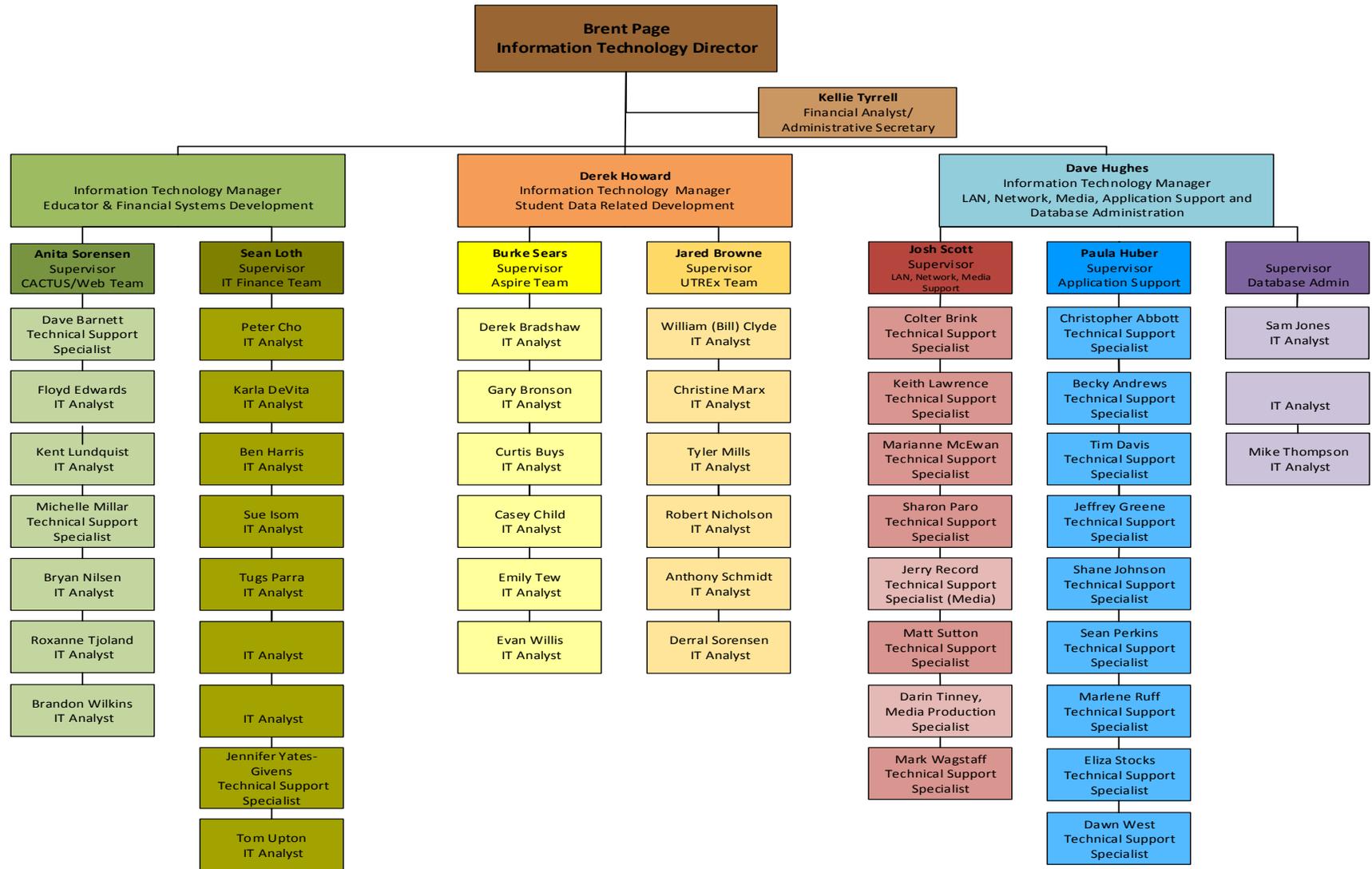
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USOE Information Technology Organization Chart



IT Summary

The IT teams work closely together to ensure quality products and service. The USOE IT staff work diligently behind the scenes to ensure all computers, tablets, laptops, servers, applications, and reports are functioning effectively and efficiently.

The IT LAN and Desktop Support team supports USOE in purchasing and installing the required software for agency machines, including Windows, the Microsoft Office Suite products, Adobe products, and a host of additional software from the [approved software list](#). Sections needing additional software go through the software approval process and upon approval the software is purchased through IT with section funding.

IT Analysts work closely with many of the USOE sections and LEAs to develop applications that support agency and LEA needs for data collection, financial requirements, and state and federal reporting. The IT Technical Support staff provide support for these various applications through the help desk and offer trainings for USOE as well as LEA staff.

IT by the Numbers

59 -	Number of IT Staff
175	Number of LEAs served (FY2015)
580	Number of workstations
107	Number of wireless devices supported
185	USOE Servers
65+	Number of Applications/Systems/Reports managed by IT
780+	Number of databases
70	Number of SQL Servers
2070	Number of Users (USOE and LEA)
450	Number of Help Tickets resolved per month
700	Number of Application Support phone calls received in a month

Information about USOE Information Technology can be found on the [USOE IT web pages](#) and status updates for individual projects can be found on the USOE [Intranet](#).

The IT Department welcomes and encourages questions and comments. Please feel free to contact staff members directly or call Kellie Tyrrell for general information.

Meet IT

IT Management:

Brent Page, Information Technology Director – Brent has worked for USOE for seven years and in IT for twenty years.

Derek Howard, IT Manager Student Data Systems Development – Derek has worked for USOE for twenty years and in IT for over twenty-nine years. He manages two program development teams who develop applications/systems for use with student data.

David Hughes, IT Manager LAN & Tech Support – Dave has worked for USOE for eighteen years. He manages three teams; LAN & Tech Support, Application Technical Support, and Database Administration.

Sean Loth, IT Manager Agency Educator and Financial Systems Development – Sean has worked for USOE for three years and in Information Technology for twenty-seven years. He manages two development teams who develop applications/systems for agency data.

Kellie Tyrrell, Financial Analyst/Administrative Assistant – Kellie has worked for USOE for nine years and in IT for one year.

IT Teams:

The IT Department consists of seven teams. The teams were created to efficiently work on and support the IT needs of the USOE and those of the LEAs.

The two Student Data Systems Development Teams develop and implement systems, applications and reports that support school districts, charter schools, state and federal reporting through student data collections. This includes Aspire, UTopia, Data Warehouse, SERF, Assessment, UTREx, EDFacts and SSID.

The LAN & Technical Support Team takes care of all USOE devices that connect to the USOE network. From desktop support to server support; from telephone support to Internet and network security, the LAN & Technical Support team keeps USOE connected in this high demand world and our computer systems healthy and secure.

The Applications Support Team offers customer support for the systems, applications and reports utilized by the USOE and Utah LEAs. They are the “go-to” people for questions about Student Data Systems as well as Educator and Financial Systems. Every application used at the USOE, from Word to Cactus, has a support person(s) assigned to help with any questions that may arise.

The two Educator and Financial Systems Teams develop and implement systems, applications and reports that support the USOE in teacher licensing and accounting. These teams are also responsible for the USOE webpages, intranet, and extranet.

The Database Administration Team manages all of the databases used by the USOE. They work with the LAN team in keeping USOE data secure, clean and healthy.

IT Teams:**Aspire, UTOPIA:**

- Team Supervisor, Burke Sears
 - Derek Bradshaw
 - Gary Bronson
 - Curtis Buys
 - Casey Child
 - Emily Tew
 - Evan Willis
 - Adam Little (Adult Education)
 - Mistyamber Osborne(Adult Education)

Data Warehouse, SERF, Assessment, UTREx, SSID

- Team Supervisor, Jared Browne
 - Anthony Schmidt
 - Bill Clyde
 - Derral Sorensen
 - Christine Marx
 - Tyler Mills
 - Robert Nicholson

CACTUS, CTE Survey IRIS, PATI, RIMS, SharePoint (Intranet & Extranet), TNL, TSSP, UI, USOE WebSite, YEWS

- Team Supervisor, Anita Sorensen
 - Dave Barnett
 - Floyd Edwards
 - Kent Lundquist
 - Michelle Millar
 - Bryan Nilsen
 - Roxanne Tjoland
 - Brandon Wilkins

SEATS, BASE, C8,CSSCAPES, MSP, StateDW Download, IRISUPT, IRIStoBASE, CACTUStoBASE, HMBUupload, PFC Security, Active Users, UPEFS, UCAP

- Team Supervisor, Vacant
 - Sue Isom
 - Peter Cho
 - Ben Harris
 - Karla DeVita
 - Jenn Yates-Givens
 - Tugs Parra
 - Tom Upton
 - Vacant
 - Vacant

Applications Support—Aspire, Assessment, BASE, BCI, CACTUS, CNP, CTE, Data Gateway, Data Warehouse, EDFacts, EIPTS/TEDI, IRIS, MoveIT, MSP, ORS, PACE Reporting, PATI, RIMS, SEATS, SERF, SharePoint, SSID, TSSP, UCA-DMI Tracker, UCAP, UPEFS, UPODS, UTIPS, UTOPIA, UTREx, YEWS

- Team Supervisor, Paula Huber
 - Christopher Abbott
 - Becky Andrews
 - Tim Davis
 - Jeffrey Greene
 - Shane Johnson
 - Sean Perkins
 - Marlene Ruff
 - Eliza Stocks
 - Dawn West
 - Brian Gardner (CNP)

LAN & Technical Support- Desktop, Server, Network, Internet Filtering, DLP, SAN, Email, File Servers, Firewall, Anti-Virus, Patching, Software Distribution., Software Licensing, Network Printing, Data Backup and Replication, VOIP Phones, Wireless, Network/Server/Desktop Security, Employee Security Training, Development and Implementation of Server, Network and Security Infrastructure, Audio and Video Production, Technology Liaison with School Districts

- Team Supervisor, Josh Scott
 - Colter Brink
 - Matt Sutton
 - Keith Lawrence
 - Marianne McEwan
 - Mark Wagstaff
 - Sharon Paro
 - Jerry Record
 - Darin Tinney

Database Administration

- Team Supervisor, Michael Thompson
 - Sam Jones
 - Vacant
 - Vacant

Applications/Reports/Services

IT provides computer related services and develops and/or hosts many systems and applications. We work with the sections within USOE to develop products that best fit the needs of the project. IT staff are involved in many user committees to ensure the products continue to meet the needs and to make changes and updates as required. The charts below lists the information on systems, applications, reports and services available through USOE. Documentation for the applications and reports can be found on the USOE intranet Information Technology page under Documentation.

System/ Application	Who Uses It?	Description	USOE Support
ActiveUsers	USOE Developers	Allows USOE developers on BASE, C-8, CACTUS, and PATI applications to review database system user information to identify locks, slowness issues, and other database information.	Marlene Ruff, Sue Isom, Tim Davis
Application Training	USOE staff, LEAs	The USOE offers trainings on a regular basis for all applications supported by USOE to both the USOE staff and LEAs.	IT Technical Support Staff
Aspire	Various LEAs (21 Districts & 80 Charter Schools)	Student information system (SIS) used by a number of Districts and Charter Schools. Assists the LEAs in managing student data.	Becky Andrews, Jeff Greene, Eliza Stocks, Christopher Abbott, Shane Johnson, Sean Perkins, Dawn West, Mike Thompson
AWARE	USOR staff and counselors	New IRIS (Client management and payment system for USOR), under development	USOR-Mike Brooks; USOE-Brenda Stephenson

System/ Application	Who Uses It?	Description	USOE Support
BASE - Budget and Accountability System for Education	Staff throughout USOE, USOR, and Internal Accounting	Accounting software used by the USOE and USOR to track and report funding and expenditures. Uploads to FINET.	Christopher Abbott, Jeff Greene, Sean Perkins, Marlene Ruff, Sue Isom, Tim Davis, Mike Thompson
C-8	USOE, USOR	The C-8 application allows the user to create purchase orders, enter vendor bidding information, input sole source information, document shipments received, create payments to vendors, and track purchase orders through the approval process.	Marlene Ruff, Sue Isom, Tim Davis
CACTUS - Comprehensive Administration of Credentials for Teachers in Utah Schools	Teaching and Learning, UPPAC, other various staff at USOE	System for collecting and storing educator data, licensing, assignment history, etc. along with institutional data and course data. Over the next few years, CACTUS will be re-written and PATI will be integrated into the same system.	Christopher Abbott, Marlene Ruff, Becky Andrews, Jeff Greene, Eliza Stocks, Kent Lundquist, Roxanne Tjoland, Brenda Stephenson
CACTUS to BASE	USOE staff creating C-20s in BASE	Uploads district superintendent information from the CACTUS database to the BASE database to enable USOE staff to address C-20 Award Letters appropriately.	Marlene Ruff, Sue Isom, Tim Davis
Centralized Faxing	USOE staff	Faxing is done through the computer utilizing the email and phone systems.	Sharon Paro, Matt Sutton

System/ Application	Who Uses It?	Description	USOE Support
Check-out Laptops	USOE Staff	The IT Department maintains a check-out library of laptops for use by any USOE Staff. These laptops can be used as presenter laptops at meetings, to take to meetings to take minutes, for trainings, or while a primary computer is being reimaged. A check out calendar is found on the USOE intranet.	Marianne McEwan, Keith Lawrence
CNPweb - Child Nutrition Program Web Application	CNP staff and sub-recipients	System used by CNP to process applications, payments, and other information for CNP sub-recipients. Purchased from a contractor, but the data is maintained by USOE.	Brian Gardner, Christopher Abbott, Marlene Ruff, Becky Andrews, Jeff Greene, Eliza Stocks, Brenda Stephenson
CRDC – Civil Rights Data Collection	Federal Office of Civil Rights	The U.S. Department of Education [ED] conducts the Civil Rights Data Collection (CRDC) to collect data on key education and civil rights issues in our nation's public schools. The CRDC collects a variety of information including, student enrollment and educational programs and services, disaggregated by race/ethnicity, sex, limited English proficiency and disability. Information collected by the CRDC is also used by other ED offices as well as policymakers and researchers outside of ED.	Christopher, Abbott, Becky Andrews, Jeff Greene, Shane Johnson, Sean Perkins, Eliza Stocks, Jared Browne
CSSCAPES – Carson Smith Scholarship Computerized Application for Private Schools	Parents, Private Schools	The Carson Smith Special Needs Scholarship is a state-funded program that provides private school scholarships to K-12 students with disabilities. Students receiving scholarships must meet certain criteria to be eligible.	Special Education, Marlene Ruff, Sue Isom, Tim Davis
CTE Survey	CTE staff, LEAs, CTE Teachers	The purpose of the CTE Annual Report is information gathering and annual program monitoring. The report is part of the CTE efforts, under Perkins requirements, to supervise the CTE programs, to ensure the LEA's are meeting the needs of the students. The survey is self-reporting and is available to the lead teacher, or department head, who are involved with the CTE program. It is available every year from mid-September until mid-October. The information gathered from the CTE Report is evaluated at the State and Local level in an effort to determine LEA's support needs.	Wendi Morton, Christopher Abbott, Becky Andrews, Jeff Greene, Shane Johnson, Sean Perkins, Marlene Ruff, Eliza Stocks, Dawn West, Kent Lundquist, Roxanne Tjoland, Sam Jones
Data Gateway	Public, USOE staff, LEA staff	Data access portal to various data reports and sources at USOE, including Accountability, Assessment, and UTREx data.	Christopher Abbott, Becky Andrews, Jeff Greene, Shane Johnson, Sean Perkins, Eliza Stocks, Dawn West, Robert Nicholson, Anthony Schmidt

System/ Application	Who Uses It?	Description	USOE Support
Data Warehouse (Education)	Internal Accounting, other various USOE staff	A database created to store Utah's educational data for reporting and accountability.	Jeff Greene, Shane Johnson, Sean Perkins, Christopher Abbott, Becky Andrews, Eliza Stocks, Dawn West, Jared Browne, Tyler Mills, Sam Jones, Robert Nicholson, Anthony Schmidt
Data Warehouse (Financial) StateDW Download	Various USOE staff using BASE, C-8, IRIS, and UCA	FINET (state's accounting system) StateDW Download retrieves payment, chart of account, vendor information from the State Data Warehouse and uploads the data into the BASE, IRIS and UCA databases each morning.	Sue Isom, Tim Davis, Marlene Ruff
DCPS – Disability Case Processing System	DDS – Disability Determination Sites	Federal System for DDS Utilized by USOR.	
EDFacts	Various Staff at USOE involved in aggregating membership and enrollment data. The feds also use it to post numbers and statistics for UT on the web.	Federal Reporting system for Utah's educational data	Becky Andrews, Jeff Greene, Shane Johnson, Sean Perkins, Eliza Stocks, Christopher Abbott, Tyler Mills, Steve Swayne
E-mail	USOE Staff, LEAs, Public	USOE IT maintains the email client and archives e-mail for the USOE. Archived e-mails are kept for 5 years. As USOE is a government entity, USOE e-mails are subject to GRAMMA requests.	Matt Sutton, Colter Brink

System/ Application	Who Uses It?	Description	USOE Support
EIPTTS/TEDI – Transition from Early Intervention Data Information System	USOE Special Education Staff	Early Intervention and Preschool Special Education are required to report the number of transitioning students and final placement. This system collects the Special Education students' data for reporting purposes.	Marlene Ruff, Becky Andrews, Shane Johnson, Dawn West, Brenda Stephenson
Employee Security Training	USOE Staff	New employees must go through a security training when hired by USOE. Annual security trainings are offered to each USOE section upon request by the section or by IT.	Josh Scott, David Hughes
HMBUpload	USOE staff awarding grant funding in the UCA system, UCA system users	Part of the Utah Consolidated Application. Uploads LEA vendor information and CBO (Community-Based Organization) vendor information that allows USOE grant monitors to award funds to these entities and allows these entities to request reimbursement	Sarah Moore, Sue Isom, Tim Davis, Marlene Ruff
IRIS – Integrated Rehabilitation Information System	USOR staff and counselors	Client management and payment system for USOR	USOR: Mike Brooks; USOE: Marlene Ruff, Eliza Stocks, Christopher Abbott, Shane Johnson, Dawn West, Brenda Stephenson
IRISUPT	USOR staff entering and approving payment requests in IRIS	Uploads payment status information from the BASE database to the IRIS database	Sue Isom, Tim Davis

System/ Application	Who Uses It?	Description	USOE Support
IRIS to BASE	USOR staff entering payment requests in IRIS and USOE Internal Accounting staff approving payments in BASE	Uploads payment requests created and approved in IRIS to the BASE database for payment in BASE	Marlene Ruff, Sue Isom, Tim Davis
KACE	USOE staff	Help desk ticketing and software tracking application utilized by the USOE IT Help Desk team to monitor and resolve IT-related issues.	Matt Sutton, Colter Brink, Marianne McEwan, Keith Lawrence, Sharon Paro, Mike Thompson
MAPS – Migrant Assessment Performance System	LEAs, CSPP, and EDFacts, MSIX	System used to collect migrant data from LEAs for federal reporting via EDFacts, CSPP, and MSIX	Max Lang
Media Services	USOE staff, USOR staff, LEAs, general public	Media Services provides video production streaming for education, teacher development and public uses. Media Services streams and records all public meetings as required by law including the Utah State Office of Education Board Meetings. Media Services offers training to USOE staff on USOE media equipment. Media Services also provides Distant Learning for Educators and training and supervision of the Connect Webinar system.	Jerry Record
MSP - Minimum School Program Under development	School Finance, Special Ed, CTE, Internal Accounting, and other various areas who provide input for MSP formulas or receive data from the application	This application is currently in development. When completed, it will automate the retrieval of source data, formulas, and spreadsheets used to calculate MSP funding and the allocations of the monies.	Christopher Abbott, Marlene Ruff, Eliza Stocks, Jeff Greene, Sean Perkins, Bryan Nilsen, Jenn Yates-Givens, Karla Devita, Mike Thompson

System/ Application	Who Uses It?	Description	USOE Support
MOVEit Secure Site	USOE staff and LEAs	This is a secure file transfer site. USOE has made it available to LEAs to assist in transferring files containing sensitive data.	Christopher Abbott, Becky Andrews, Jeff Greene, Shane Johnson, Sean Perkins, Marlene Ruff, Eliza Stocks, Mark Wagstaff
On-Track	Teaching and Learning, CTE, Teachers	This application is used to track professional development of teachers and is used in conjunction with CACTUS. It is developed and maintained by True North Logic with additional support from USOE.	Becky Andrews, Jeff Greene, Eliza Stocks, Dawn West Christopher Abbott, Sean Perkins, Kent Lundquist, Roxanne Tjoland, Sam Jones
ORS – Online Reporting Services	LEA Assessment Directors, USOE Assessment staff	Manage aggregate and student reports from SAGE testing	Becky Andrews, Sean Perkins, Dawn West
PACE/UCAS – Prepare, Access, Complete, Economic Success/Utah Comprehensive Accountability System	LEA Assessment Directors	Report designed by Governor’s Office for reporting SAGE results and proficiencies to LEAs. This report is accessible through the Data Gateway.	Becky Andrews, Sean Perkins, Eliza Stocks, Dawn West, Christopher Abbott, Jeff Greene Shane Johnson,
PATI – Program Approval for Technology Instruction	CTE Staff	Application used to extract information from UTREx and track CTE courses taken by students, CTE teachers and their qualifications (interfaces with CACTUS), and calculate CTE membership.	Christopher Abbott, Becky Andrews, Marlene Ruff, Eliza Stocks, Jeff Greene, Shane Johnson, Sean Perkins, Kent Lundquist, Roxanne Tjoland, Brenda Stephenson
Precision Exams	CTE, LEAs	Precision Exams is the USOE contracted testing vendor for Skill Certificate testing. Skill attainment is a requirement for USOE/CTE by both state and federal rule.	Wendi Morton, Becky Andrews, Christopher Abbott, Jeff Greene, Shane Johnson, Sean Perkins, Marlene Ruff, Eliza Stocks, Dawn West

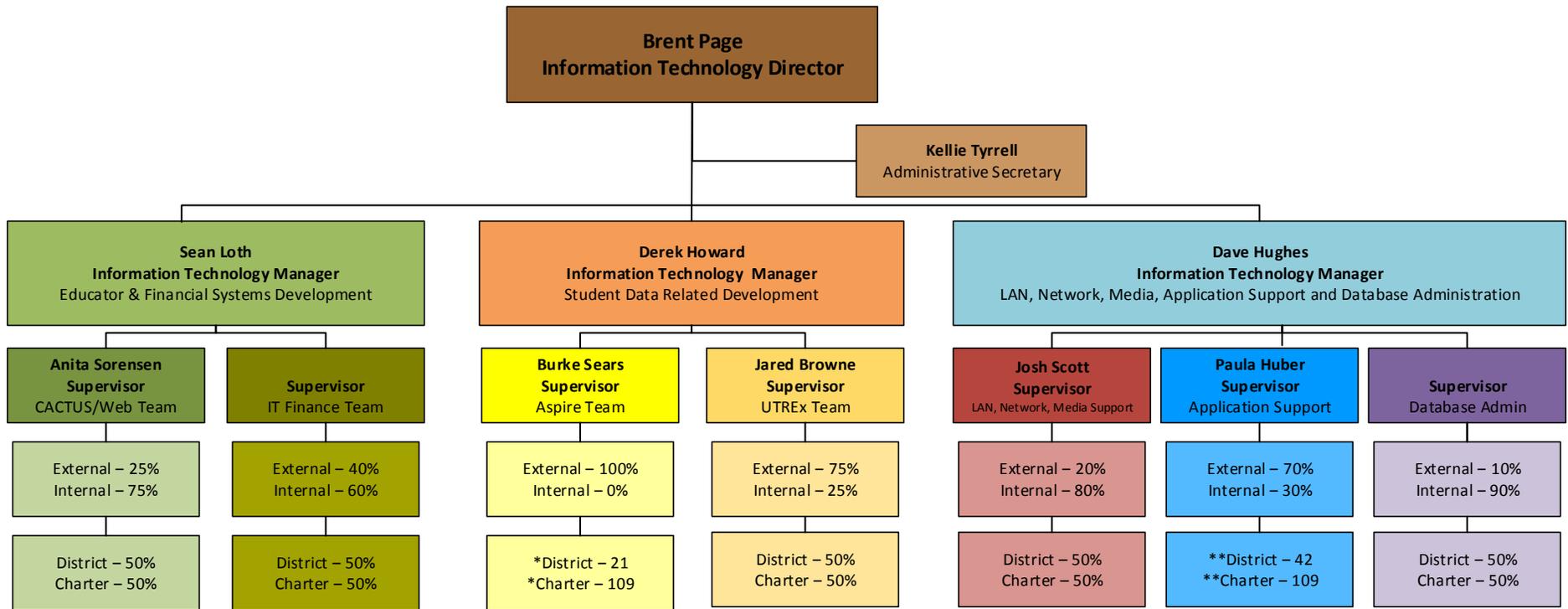
System/ Application	Who Uses It?	Description	USOE Support
PFC Security	USOE Technical Support Staff	Allows the USOE Technical Support Staff to create new user accounts for BASE, C-8, and CACTUS and assign users to security groups	Marlene Ruff
RIMS/AIMS – Recommended Instructional Materials System/Automated Instructional Materials System	Teaching and Learning staff, and those looking for curriculum recommendations.	RIMS is a complex system containing descriptions of physical instructional materials and a rating system for integrating those materials with recommended curriculum. This application serves public education officials responsible for purchase of instructional materials by providing information regarding interaction with the current Utah curriculum. Although the primary audience is the local education agencies, private individuals can access the system upon request.	Dawn West, Christopher Abbott, Becky Andrews, Jeff Greene, Shane Johnson, Eliza Stocks Kent Lundquist, Roxanne Tjoland, Brenda Stephenson
School Trust Lands	School Trust Lands	School Trust Lands archived database to be stored and maintained on a USOE database. Information retrieved from this database will be used to run yearly reports.	Sam Jones
SAGE – Student Assessment of Growth And Excellence	Public, LEA staff, Students	Testing system for students and State, LEA, and School accountability reports	Todd Vawdrey, Christopher Abbott, Becky Andrews, Jeff Greene, Shane Johnson, Sean Perkins, Eliza Stocks, Dawn West, Mike Thompson
SEATS – SOEP Enrollment, Approval and Tracking System (Under Development)	SOEP Staff, Provider LEAs who participate in the SOEP program	A web application enabling students to enroll in online publicly funded online courses. Students can earn high school graduation credit upon successful completion of the course.	Becky Andrews, Dawn West, Spencer Shiotani
Security – Desktop, Network, Server	USOE Staff, LEAs, Other Agencies	The USOE has a comprehensive security system which includes Firewalls, Monitoring, Anti-virus, Anti-malware, Patching, Intrusion Prevention, Filtering, Vulnerability Scanning, and a Data Loss Protection (DLP).	Dave Hughes, Josh Scott

System/ Application	Who Uses It?	Description	USOE Support
SERF – State Education Research File	LEA administrators	The SERF report shows aggregated and detailed data which has been submitted by the LEAs to USOE via UTREx plus student test scores. Data is used by LEAs for various reasons.	Sean Perkins, Shane Johnson, Christopher Abbott, Becky Andrews, Jeff Greene, Eliza Stocks, Robert Nicholson
SharePoint	All USOE and USOR employees	Application used for storage and sharing of documents, calendars, and other data. Also known as the USOE intranet.	Jeff Greene, Shane Johnson, Sean Perkins, Eliza Stocks, Dawn West, Christopher Abbott, Becky Andrews, Marlene Ruff, Dave Barnett, Mike Thompson
SOAR - Student Outcome Accountability Report	LEAs, USOE	Summary report for the Comprehensive Counseling and Guidance Program.	Lillian Tsosie-Jensen, Jennifer Lambert
SOEP – Statewide Online Education Program (ZOHO)	SOEP Staff, Provider LEAs who participate in the SOEP program	The SOEP application is for online-course enrollment. USOE uses ZOHO to store data for SOEP students. Originally collected from online registration information by Adobe, downloaded at USOE, and then uploaded using excel into ZOHO.	Cory Kanth, Becky Andrews, Jeff Greene, Eliza Stocks, Dawn West
Software Approval and Licensing	USOE Staff	Sections requiring software not provided by the USOE must put in a help ticket for software approval. This process allows IT to validate the software for compatibility with our systems. Upon approval, the software is installed on the user's computer.	Mark Wagstaff

System/ Application	Who Uses It?	Description	USOE Support
SSID - Statewide Student Identifier	Various staff at USOE, LEAs, and contractors for various USOE applications	This system is used to assign and manage statewide student identification numbers for students in public education.	Marlene Ruff, Dawn West, Christopher Abbott, Becky Andrews, Jeff Greene, Shane Johnson, Sean Perkins, Eliza Stocks, Mike Thompson, Robert Nicholson
TSSP - Teacher Salary Supplement Program	Educators and USOE Licensing Staff	The teacher supplemental salary program is for educators with approved training in math and certain sciences	Christopher Abbott, Jeff Greene, Marlene Ruff, Eliza Stocks, Kent Lundquist, Brenda Stephenson
VOIP (Voice Over IP-phone system)	USOE/USOR staff	The VOIP phone integrates the phone and computer systems allowing for better communication and more flexibility for users.	Matt Sutton, Colter Brink
University Recommends	Universities	University Recommends is a centralized application responsible for facilitating university recommendations for licensure in CACTUS. This system allows universities to enter their recommendations, which are then put through rigorous validation against business rules given by Educator Licensing prior to entry into CACTUS.	Christopher Abbott, Jeff Greene, Marlene Ruff, Eliza Stocks, Kent Lundquist, Roxanne Tjoland
UCAT – Utah Center for Assistive Technology (Under Development)	USOR	An inventory system for USOR to track equipment checked out by clients and employees	Roxanne Tjoland, Christopher Abbott
UCAP -Utah Charter Access Point (Under Development)	USOE Charter School Staff, State Charter School Board, Local Charter School Staff and Administrations, and Local Charter School Boards.	System used to train and verify/assess understanding of laws and policies as well as track enrollment projections data for Utah Charter Schools.	Jeff Greene, Sean Perkins, Tugs Parra, Mike Thompson

System/ Application	Who Uses It?	Description	USOE Support
UCA/DMI Tracker – Utah Consolidated Application/Desktop Monitoring Instrument Tracker	Title I, Special Education	System used to manage grant awards, including LEA reporting and reimbursement requests for federal programs.	Becky Andrews, Jeff Greene, Sean Perkins, Dawn West, Robert Nicholson, Mike Thompson
UPEFS – Utah Public Education Financial System	LEAs, School Finance	System allowing LEAs to submit budgets and final expenditure numbers. This system was recently created/updated. Features added to facilitate uploading of info to transparency Utah by cross walking LEA codes to state codes.	Christopher Abbott, Marlene Ruff, Eliza Stocks Jeff Greene, Sean Perkins, Sam Jones
UPIPS – Utah Program Improvement Planning System	Special Education	This system is used to facilitate USOE's responsibility for monitoring LEA compliance with IDEA.	Emily Bytheway, Jared Browne, Tiffanie Owens, Brenda Stephenson
UDA - Utah Data Alliance	Data and Statistics	System combining USOE, USHE, UCAT, UEN, and DWS data for research purposes, after data is de-identified. Data is housed by UEN.	Aaron Brough, Albert Tay, Janis Stubbs, Sam Jones
UI - Utah Interactive	Teaching and Learning	State system used to process licensure payments, interfaces with CACTUS.	Marlene Ruff, Kent Lundquist, Roxanne Tjoland, Sam Jones, Travis Rawlings
UTIPS – Utah Testing Item Pool System	LEAs, teachers, students	UTIPS Core is a formative assessment system from the Utah State Office of Education and the Utah Education Network. UTIPS Core is an update from the current UTIPS system that teachers in Utah have been using for several years. However, it has been rewritten from the ground up to be a great assessment system for ALL stakeholders in Utah. Not only does this system contain all of the current UTIPS items, but does and will contain all of the Common Core assessment items to come.	Shane Johnson, Sean Perkins, Dawn West, Becky Andrews

System/ Application	Who Uses It?	Description	USOE Support
UTopia - Utah Online Performance Information for Adult Education	Adult Education	Student system for Adult Education. Used to collect and store student information such as grades, test scores, attendance, and credits earned.	Marty Kelly, Mark Mataya, Brian Olmstead, Becky Andrews, Shane Johnson, Christopher Abbott, Jeff Greene, Eliza Stocks, Adam Little, Mistyamber Osborne, Brenda Stephenson
UTREx - Utah eTranscript and Record Exchange	LEAs and various staff at USOE, including data and statistics and others involved in aggregating membership and enrollment data	System used to receive data submitted from LEAs, which is used to determine October 1 headcounts, December 1 special ed counts, year-end membership, graduation data, etc.	Christopher Abbott, Shane Johnson, Sean Perkins, Becky Andrews, Jeff Greene, Marlene Ruff, Dawn West, Sam Jones, Anthony Schmidt
USOE Website	USOE staff, LEAs, general public	The Utah State Office of Education (USOE) website is a resource provided to the public by the USOE. The website provides information regarding education programs, events, law, and policy from all departments and sections of the USOE. LEA and school administrators, educators, students, parents, and website visitors from around the world all benefit from the information provided.	Christopher Abbott, Jeff Greene, Shane Johnson, Sean Perkins, Becky Andrews Michelle Millar, Brandon Wilkins, Brenda Stephenson
Web Services	USOE staff, LEAs, general public	A Web service is a method of communication that allows two software systems to exchange data over the internet. It is a software function provided at a network address over the Web with the service <i>always on</i> as in the concept of utility computing.	Kent Lundquist, Roxanne Tjoland
Wireless and Cisco ISE	USOE/USOR Staff and USOE/USOR guests	USOE IT maintains a wireless system plus wireless security for use in the USOE building. This wireless system has three components; wireless for USOE devices, USOE Employee BYOD (bring your own device) and a guest wireless. The guest wireless is not a secure network and is limited to the hours of 6AM to 6PM. Accommodations can be made for meetings outside of this time frame through a help ticket.	Josh Scott, Matt Sutton, Colter Brink
YEWS – Year-End Web Survey	School Finance, Special Ed, Title I, EDFacts, Data and Statistics, Charter Schools	<p>The Year End Web Survey is used to collect data which is only required in district or school level aggregates. The survey is comprised of five miscellaneous forms or reports and is usually due in July, for the prior school year. The five forms are: Classified Personnel; Driver Education; Fee Waivers; Home Schooling; Teacher Benefits.</p> <p>The information collected from this survey is used for accountability and reporting purposes, including reports to the Utah legislature and the EDFacts reports.</p>	Dawn West, Becky Andrews, Shane Johnson, Sean Perkins, Kent Lundquist, Roxanne Tjoland, Brenda Stephenson



*For the Aspire Team the actual number of Districts and Charters using Aspire is listed.

**For the Application Support Team the total number of Districts and Charters for Utah is listed. 42 Districts 109 Charters