



Weekly Bulletin

“ It's the little details that are vital. Little things make big things happen.”

- John Wooden

Upcoming Events

- Thurs., Oct. 24 – United Nations Day
- Oct. 28 – Nov. 1 – School Board Recognition Week
- Thurs., Nov. 7 – Regular Board Meeting
- Mon., Nov. 11 – Veterans’ Day
- Fri., Nov. 15 – National Clean Out Your Refrigerator Day
- Tues., Nov. 19 – School-Related Professionals Recognition Day
- Thurs., Nov. 28 – Thanksgiving

Follow this [link to the BOCES Calendar of Events](#)

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A Message from Mike



Details matter. Last spring, my bride signed me up for an ultra-marathon in Canandaigua. She knows me and knows that I need a goal to motivate myself to exercise. An ultra-marathon is considered any running race that is longer than 26.2 miles. Over the last ten years I have run several marathons and many half marathons, so I “trained” throughout the summer and into the fall for this Columbus Day weekend race using strategies I had been successful with in the past. During my training I focused on the race distance – 50K (31 miles). I did long

training runs – 15, 18, 22 miles – most on the Canal Path. The important details that I neglected involved the course itself which started on the southwest end of Canandaigua Lake and continued up the east side of the lake to Finger Lakes Community College. I had never been on the east side of Canandaigua Lake. About ten miles into the race, I arrived at the first hill – a half-mile long ski slope stretch of road. As I started up the hill, I began to regret my failure to pay attention to the details of the race course. Had I looked at this chart in April, I would have changed my training a little bit.

There was even a quick link on the homepage for the race that invited me to know more about it.

The number of Americans ages 16 and older who own tablet computers has grown to 35%, and the share who have e-reading devices like Kindles and Nooks has grown to 24%. Overall, the number of people who have a tablet or an e-book reader among those 16 and older now stands at 43%.

(source: [Pew](#))

50K Elevation Profile from MapMyRun



Total ascent is probably closer to 2,200 feet.



In spite of the crazy hills, I finished the race. It was slow and unpleasant, but I finished. The moral of this story is that I am not going to ignore the details related to something that is going to involve hours of physical effort, even if I have done similar things in the past. In what areas have you had a tendency to ignore details of activities that you regularly perform? And just because a strategy has worked for you in the past doesn't mean it will be as effective in every similar situation.

- Mike Doughty, Assistant Superintendent for Instruction

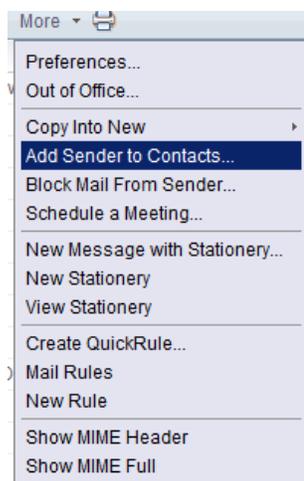
Technology Tip of the Week



Technology Update Regarding Addressing Emails to **Non-BOCES** Staff

With the upcoming change in email I wanted to make you aware of a situation that has impacted other districts that have moved to Outlook. I am sure some of you remember that when some local districts moved to Outlook, BOCES employees were no longer able to search for a staff member's name from that district on Monroe's Address Book (central storage site with the names of all users on Lotus Notes across the local districts) when sending an email. The reason that this took place is that Outlook is not part of the Lotus Notes main address book.

While this may not be great news, there is a way to prepare for the loss of a main address book by adding people you contact on a regular basis to your personal contact list (which will appear as Contacts – not Monroe's Address Book).



To do this:

- 1) go to an email that was sent by the person who does not work at BOCES
- 2) click once on the email so it highlights the name of the sender and the subject
- 3) click on More at the top of the screen
- 4) select Add Sender to Contacts
- 5) then hit Save & Close

That non-BOCES person will now be a part of your personal contact list and will migrate to Outlook when we move from Lotus Notes.

Additional information regarding Contacts can be found by going to the following site: noteshelp.monroe.edu

- Bill Gregory, Coordinator of Technology Operations

News and Notes

I just wanted to make you aware of an upcoming change to Internet Explorer. We are currently on an older version of Internet Explorer. Due to security and functionality concerns we need to upgrade to Internet Explorer 10.

This upgrade will most likely go unnoticed by most users, but if you do experience any problems with the change, please contact the Help Desk and we will be happy to provide assistance.

- Bill Gregory, Coordinator of Technology Operations

Connecting with a Colleague

Each week, a staff member will be selected to complete a brief questionnaire to help us get to know him or her. This week we are connecting with **Katie Bertrand**.

- **What are your primary responsibilities?** I work in Technology Services, supervising programs that provide Library Automation, Instructional Multimedia Resources, Online Information Resources, Arts in Education, and related Professional Development Services to school districts. Our services connect teachers and students with high-quality, reliable sources of information, media, and arts and enrichment events, and provide systems and support to connect them with these resources. Some of these systems that you might be familiar with are Destiny Library Automation, Safari Montage, and OverDrive. My team and I also offer training and professional development to support school librarians and teachers.
- **How long have you worked at BOCES?** I have worked at Monroe 1 BOCES for just a little less than a year (I started on November 5, 2012), but before that I worked in a similar position at Broome-Tioga BOCES in the Binghamton, NY area for seven years.
- **What is your favorite part of your job?** I don't have just one favorite part! Years ago when I was a school librarian, I used to tell my students my favorite part of my job was that I didn't have to teach them any one particular subject, but that I was able to teach them how to learn about anything they wanted. Today, I don't often have the opportunity to work directly with students, but I love that my work is still focused on providing learners with the tools and skills to locate and use information. My other favorite part is the people with whom I have the opportunity to work---some on a day to day basis, and others only occasionally.
- **What do you enjoy doing in your free time?** I'm a librarian, so of course I love to read! But I also enjoy traveling and poking around antique shops (junk shops and garage sales, too!) for treasures. Being new to the area, I am especially enjoying getting acquainted with the Rochester region and all it has to offer. Most of all I enjoy spending time with my family, including two children, and two grandchildren who live in the area.
- **What is one thing you would like people to know about you?** I love learning and I am passionate about helping others learn.



Programs & Services Update

EMCC

All educators accept the need to adapt to changes in curriculum and standards as part of the profession. Imagine trying to teach in a field which changes so dynamically that once every three years, the entire curriculum including all the tests, presentations, and activities are replaced with new ones. This is the reality for the Cisco Academy at EMCC since its inception almost 15 years ago.

The computer industry exams that EMCC trains students for are updated approximately once every three years to reflect the rapid evolution in technology. In order to ensure students can meet the needs and challenges of the new exams, Cisco releases a new curriculum with these new exams to their Academies. For example, students this year will not only be repairing personal computers and laptops from campus based customers, but will also be repairing tablets, smartphones, and video game systems for customers in the student run PC and Repair facility at EMCC.



Students pictured: Luke Rens, Pittsford Mendon (left)
Will Grana, Webster Schroeder (right)

The growth of personal technology has had a major impact in the certification exams and the industry in general. For the last 15 years, the computer industry has been, and continues to be, listed in the top 10 jobs and opportunities within New York State. Through the training and opportunities at EMCC, and our strong partnerships with higher education, EMCC students are ready to meet the ever evolving challenges and needs of the industry.

- *Michael Silivestro, EMCC Information Technology Instructor*



SANE (Sometimes Acronyms Need Explaining)

Drug Abuse Resistance Education: **(DARE)**