



Weekly Bulletin



What would life be if we had no courage
to attempt anything?

- Vincent Van Gogh

Upcoming Events

- Mon., Sept. 7 – Labor Day
- Fri., Sept. 11 – Patriot Day
- Sun., Sept. 13 – Rosh Hashanah Begins at Sundown
- Sun., Sept 13 – Grandparents’ Day
- Thurs., Sept. 17 – Citizenship Day
- Thurs., Sept. 17 – Regular Board Meeting
- Fri., Sept 18 – National POW/MIA Recognition Day

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

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A Message from Mike

We are off and running. The 2015-2016 school year is off to a great start. It was great to see so many of you as we visited faculty meetings and classrooms during our first few days back. Thank you for welcoming all of us so warmly. As we were visiting programs, it occurred to me how big and far-reaching our organization really is. So I asked some questions of our program leaders and compiled a couple of statistics that I had never put together before. Did you know that we have over 130 classrooms at 22 different sites? That includes all of our center-based programs, classrooms in school districts, and all other off-campus sites that we operate. It’s pretty impressive when you think about it.

I need to give a special thanks to all of our operations and maintenance staff who got so much work done over the summer to get our facilities ready for everyone to come back to. Just cleaning our many facilities is a huge job. When you consider some of the dramatic transformations that occurred (moves, construction, renovation), it’s unbelievable that so much work occurred over such a short period of time.

Enjoy week two. And I hope to see you soon in my travels.

- Mike Doughty, Deputy Superintendent

Technology Tip of the Week

Thanks to Diane Smith for the following tech tip:

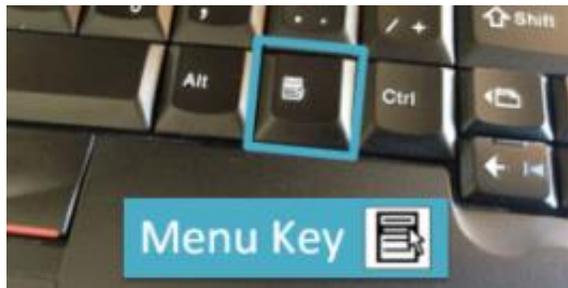
Context Menu Key

Here's something that's right in front of you that you may never have noticed – I didn't – the "**Context Menu Key.**" It is typically located on the right side of the keyboard between the Alt and Ctrl keys. It's also referred to as the **Context Key, Application Key, or Right-click Key.**

It gives you access to the same "pop-up" menus that you would get if you "Right-clicked" your mouse – but you don't have to move your hands off the keyboard.

You can select from the menu by typing the underlined letter. For example **F** for Font. When it brings up the Font dialog box you can move from one area to another by hitting the **Tab** key.

So for instance in Word if you type: **[Menu key] F Tab Tab 14 [enter]** You will start typing 14 pt text.



Programs & Services Update

CHALLENGER
Learning Center of Greater Rochester



Challenger Learning Center Earns K-12 Content Pinnacle Award

The Rochester Challenger Learning Center program of the Monroe #1 BOCES Instructional Technology Department, led by Director of Instructional Programs and Services, Steve Orcutt, was among 71 providers from across the United States and beyond to earn a coveted Content Pinnacle Award for the 2014-2015 school year.

For more information on the Distance Learning Program Catalog of Videoconferences, click here: <http://www.monroe.edu/webpages/dpietranтони/video.cfm>

"Our Challenger Learning Center staff has won a Pinnacle Award for at least one of its videoconferences every year since 2010 when we joined the Center for Interactive Learning and Collaboration," stated Steve Orcutt, Director of Instructional Programs and Services.

Congratulations to The Challenger Learning Center instructional staff:

Andy Raab, Mission Commander: Andy has flown with Challenger since September 2001. Andy taught 8th grade science and math for 5 years in the Hilton Central School District. Mr. Raab is also a Voyage Commander for the BUBL Project.

Peter Robson, Mission Commander: Peter joined the Challenger Learning Center in September 2003. Peter brings his 11 years of experience in teaching technology in the Rush Henrietta Central School District. Mr. Robson is also the Project coordinator of BUBL, a position he has held since 2001

Steve Orcutt, Director of Instructional Programs: Steve has flown over 1000 missions with Challenger since 1992. Prior to being Challenger's Flight Director, Steve taught 6th grade for 13 years in



Mission Commanders, Peter Robson & Andy Raab

the Webster Central School District. Mr. Orcutt is the Director of Instructional Programs for Monroe #1 BOCES, overseeing Challenger, BUBL, BoSat, WBER, and the Mobile Laboratory, among other instructional programs.

The Rochester Challenger Learning Center was created to inspire student's interest in science and math. When students fly their Mission to Mars, not only do they have fun, but they also exercise the development of their Math, Science, and Technology Process Skills by completing curriculum-based activities aligned with New York State Learning Standards. Every single student is 100% engaged in a truly state of the art facility that incorporates hands-on science activities that help improve problem-solving skills and enhance creative and critical-thinking abilities.



For more information on The Challenger Learning Center, go to: <http://www.monroe.edu/webpages/dpietrantoni/>

The Pinnacle Award, first awarded in 2008, is given annually by the Center for Interactive Learning and Collaboration (CILC), to organizations that receive outstanding scores on program evaluations submitted by educators and end users. Receiving the award indicates remarkable quality of educational content and exceptional skill at program delivery.

"The Pinnacle Award is highly regarded by providers as it is an objective measure of their ability to meet the needs of students and teachers. CILC is gratified to see the growing ranks of Pinnacle awardees year after year," said Jan Zanetis, CILC CEO.

CILC is recognized nationally and internationally as the leader in content aggregation, consulting, and support services that assist organizations with the utilization of videoconferencing and other collaborative technologies.

The Pinnacle Awards are sponsored by The Center for Interactive Learning and Collaboration (CILC), an organization which helps schools by advancing learning through videoconferencing and other collaborative technologies.

About CILC

The Center for Interactive Learning and Collaboration (CILC), established in 1994 as a not-for-profit, specializes in the access to applications and the utilization of video conferencing for live interactive content and professional development as well as web-based collaborative learning environments for K-20 education. CILC provides consulting expertise in video conferencing, integration, problem-based learning projects, school-community partnerships, and effective techniques for the delivery and development of quality programs. Visit www.cilc.org to explore the various providers of content and diversity of programs and trainings available.

- Steve Orcutt - Director of Instructional Programs



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 **Clifford Fairchild**.

- **What are your primary responsibilities?** My primary responsibilities include:
 - opening the department at 5:15 am Monday thru Friday
 - answering the phone - parents calling in their child or employees calling in sick
 - assigning substitute drivers/attendants for any absent employees
 - communicating with the drivers/attendants throughout the day
- **How long have you worked for BOCES?** I have been employed at BOCES for approximately 4 years.
- **What is your favorite part of your job?** Associating with the people I work with is my favorite part of my job. I work with many interesting people.
- **What do you enjoy doing in your free time?** I don't have a lot of free time, but I enjoy hunting/fishing and working outdoors when I get the opportunity.
- **What is one thing you would like people to know about you?** The one thing I would like people to know about me is I like to play music (trombone, drums). It helps me unwind.



News and Notes

Good morning and welcome to the 2015-2016 school year! I hope each of you had a wonderful summer and that the year is off to a great start.

As an employee of Monroe #1 BOCES, each year it is necessary to read, understand, and follow new policies that have been approved by our Monroe #1 BOCES Board of Education. It is also important to review and follow existing policies that have been previously approved by the Board.

Here is a link to ALL Monroe #1 BOCES Board of Education Policies - <http://www.monroe.edu/policies.cfm>

Please take some time to read and review the Monroe #1 BOCES Board of Education policies.

In addition, below please find specific links to several of our Board of Education policies:

- Code of Conduct (Plain Language Summary) - http://www.monroe.edu/files/filesystem/2015-16_code_of_conduct_plain_language.pdf
- Code of Conduct (Full Text Version) - http://www.monroe.edu/files/filesystem/2015-16_code_of_conduct_full_version_final.pdf
- Code of Ethics for All BOCES Personnel (Policy 5110) - <http://www.monroe.edu/policies.cfm?pid=100&searchwords=>
- Non-Discrimination (Policy 1440) – <http://www.monroe.edu/policies.cfm?pid=28&searchwords=>

- Allegations of Fraud (Policy 4481) - <http://www.monroe.edu/policies.cfm?pid=78&searchwords=>
- Equal Employment Opportunity (Policy 5120) - <http://www.monroe.edu/policies.cfm?pid=103&searchwords=>
- Staff Use of Computerized Information Resources (Acceptable Use Policy) (Policy 5260) - <http://www.monroe.edu/policies.cfm?pid=118&searchwords=>
- Discrimination, Harassment and the Dignity for All Students Act – (Policy 2420) <http://www.monroe.edu/policies.cfm?pid=52&searchwords=>

Feel free to contact me or Scott Covell, Assistant Superintendent for Management Services, with any questions regarding our Board of Education Policies. Thank you and enjoy the year,

Kristin M. Lowe, Esq., Director of Human Resources



SANE (Sometimes Acronyms Need Explaining)

NYAN– New York Autism Network

Notice of Non-discrimination

The Monroe #1 BOCES does not discriminate on the basis of an individual's actual or perceived race, color, creed, religion, religious practice, national origin, ethnic group, sex, gender identity, sexual orientation (the term "sexual orientation" means heterosexuality, homosexuality, bisexuality, or asexuality), political affiliation, age, marital status, military status, veteran status, disability, domestic violence victim status, arrest or conviction record, genetic information or any other basis prohibited by New York state and/or federal non-discrimination laws in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. In addition, students are also afforded protection based on weight.

For more information, contact one of our Civil Rights Compliance Officers: Nancy Carr, 585-249-7010, Nancy_carr@boces.monroe.edu; James Colt, 585-383-2298, James_colt@boces.monroe.edu; Dennis Glaser, 585-383-2232, Dennis_glaser@boces.monroe.edu