

# Report Title: IT Strategic Plan Summary

Agency: 201 Department of Education

Date: 7/25/2017

## Current Operational IT Investments

*In this section, describe the high-level strategy the agency will use to manage existing operational IT investments over the next year to 5 years. This section should align with identified Business Requirements for Existing Technology (BReTs). At minimum, please address the following questions in your description of your agency's strategy for managing existing operational IT investments:*

*Are there existing IT investments that will require additional funding over the next year to 5 years, such as license renewals, re-competition of current IT contracts, or system enhancements required by the Agency Strategic Plan?*

*If there are systems that will no longer support the agency's business needs, either through poor performance or excessive cost, how does IT leadership in the agency plan to address the issues?*

*If the agency does not have the staff or funding to meet increasing demand for IT services, how will IT leadership fulfill the requests?*

There are existing IT investments that will require additional funding over the next year to 6 years. Additionally, a number of IT Procurements are pending for FY17. Decision Packages are being submitted to DPB in order to fund several initiatives, including the Instructional Improvement System. Current systems support the agency's business needs, however changing state and federal laws and regulations drive requests for new applications and enhancements. Of note is the reauthorization of the Elementary and Secondary Education Act which will require significant modifications and additions to agency applications. As a cost-saving measure, the agency converted three contractor positions to full-time employees.

## Factors Impacting the Current IT

*In this section, the agency will describe the changes in their business environment that will require or mandate changes to the agency's current IT investments. These are requirements and mandates from external sources, such as other agencies or business partners, the agency's customer base, product and service providers, or new federal or state legislation or regulations. The agency must identify the business value of the change, any important deadlines that must be met, and the consequences if the deadlines are not met. In your discussion, be sure to note whether the proposed enhancements are funded or not. If the agency's existing current IT investments will not need enhancement due to requirements or mandates from external sources in the foreseeable future, the agency should enter the following text rather than leave the Factors Impacting the Current IT section blank*

*For each mandated change, summarize your agency's response from your Agency Strategic Plan, and is it the opinion of agency IT leadership that the IT portion of the response is adequately funded?*

*Do the mandated changes effect IT in other Commonwealth agencies, or in other states? If so, how?*

### SECURITY SHARED SERVICES

The agency intends to take advantage of VITA's Security Shared Services offering.

### INTERNET UTILIZATION

The agency projects that internet usage will increase due to increased use of video streaming and an increase in user access to the Internet.

### CLOUD APPLICATION HOSTING

The agency is investigating moving a number of applications to a Cloud or Vendor-hosted environment. The business reason for the move is to reduce cost and reduce the agency IT footprint prior to the infrastructure transition.

### IT INFRASTRUCTURE TRANSITION

The agency is concerned that the IT Infrastructure Transition will place a heavy burden on staff.

### **Proposed IT Solutions**

***In this section, describe the high-level strategy the agency will use to initiate new IT investments over the next year to 5 years in support of the agency strategic objectives documented in your Agency Strategic Plan. The agency does not need to consider specific technologies at this time, however, the strategy should identify how the IT implementation will provide business value to the organization. This section should align with identified Business Requirements for New Technology (BRnTs). At minimum, please address the following questions in your description of your agency's strategy for initiating new IT investments:***

***What are the most important solutions, based on the priority assigned to the requirements by the business sponsors in your agency, and what is the approach to achieving these priority solutions?***

***If any new IT initiatives will be started in the upcoming budget biennium, is it the opinion of agency IT leadership that it is adequately funded?***

***Does the agency's current IT staff have the appropriate skill set needed to support future agency technologies? If not, what skill sets need to be acquired?***

***If the agency will be engaged in multiple new IT initiatives, how will agency IT staff and agency subject matter experts be used across the initiatives?***

Several important IT initiatives are in various stages of the procurement process: Conducting a Pilot of Student Growth Measures, The Infinite Learning Lab at Entropy, Professional Development for Teachers in Computer Science, an Electronic Platform for student seeking the Applied Studies Diploma, Technology to support English Learners, Virtual Virginia, Individualized Education Profiles for students with disabilities, eMedia Virginia, Phonological Awareness and Literacy Screenings for young students, redesign of the School Performance Report Cards, and the Virginia Preschool Initiative.

# Report Title: Strategic Plan

Agency: Department of Education

Date: 7/25/2017

## Current IT Services

Category	Costs Year 1		Costs Year 2	
	GF	NGF	GF	NGF
Projected Service Fees	\$1,294,081	\$313,273	\$1,286,009	\$311,319
VITA Infrastructure Changes	\$0	\$0	\$0	\$0
Estimated VITA Infrastructure	\$1,294,081	\$313,273	\$1,286,009	\$311,319
Specialized Infrastructure	\$0	\$0	\$0	\$0
Agency IT Staff	\$2,741,089	\$0	\$2,741,089	\$0
Non-agency IT Staff	\$0	\$0	\$0	\$0
Cloud Computing Service	\$0	\$0	\$0	\$0
Other Application Costs	\$0	\$0	\$0	\$0
<b>Total</b>	<b>\$4,035,171</b>	<b>\$313,273</b>	<b>\$4,027,099</b>	<b>\$311,319</b>

## Proposed IT Investments

Category	Costs Year 1		Costs Year 2	
	GF	NGF	GF	NGF
Major IT Projects	\$0	\$2,000,000	\$0	\$2,500,000
Non-Major IT Projects	\$0	\$1,055,000	\$0	\$330,000
Agency-Level IT Projects	\$0	\$0	\$0	\$0
Major Stand Alone IT Procurements	\$6,800,000	\$2,500,000	\$7,200,000	\$3,000,000
Non-Major Stand Alone IT Procurements	\$347,101	\$0	\$197,101	\$0
Agency-Level Stand Alone IT Procurements	\$0	\$0	\$0	\$0
Procurement Adjustment for Staffing	\$0	\$0	\$0	\$0
<b>Total</b>	<b>\$7,147,101</b>	<b>\$5,555,000</b>	<b>\$7,397,101</b>	<b>\$5,830,000</b>

## Projected Total IT Budget

Category	Costs Year 1		Costs Year 2		Total Costs
	GF	NGF	GF	NGF	
Current IT Services	\$4,035,171	\$313,273	\$4,027,099	\$311,319	\$8,686,864
Proposed IT Investments	\$7,147,101	\$5,555,000	\$7,397,101	\$5,830,000	\$25,929,202
<b>Total</b>	<b>\$11,182,272</b>	<b>\$5,868,273</b>	<b>\$11,424,200</b>	<b>\$6,141,319</b>	<b>\$34,616,066</b>

**Report Title: Business Requirements For Technology**

Agency: Department of Education (DOE)

Date: 7/25/2017

**BReT - 2014 Red Hat Linux****BRT Type:** Business Requirement for Existing Technology**Date Submitted:** 9/2/2014**Mandate:** No**Mission Critical:** No**Description:**

DOE needs to update Red Hat Linux on the Oracle Financials server to a current version.

**BReT - DOE 2013 Overall Audit Program****BRT Type:** Business Requirement for Existing Technology**Date Submitted:** 9/2/2014**Mandate:** Yes**Mission Critical:** No**Description:**

The agency needs to come into compliance with Commonwealth Security Policy. The agency will hire a part-time security specialist to address this.

**BReT - DOE 2014 SQL Server 2005 ORI****BRT Type:** Business Requirement for Existing Technology**Date Submitted:** 9/2/2014**Mandate:** No**Mission Critical:****Description:**

The agency needs to upgrade the Teacher Licensure servers from SQL Server 2005.

**BReT - Virtual Virginia Sole Source****BRT Type:** Business Requirement for Existing Technology**Date Submitted:** 4/1/2015**Mandate:** No**Mission Critical:** Yes**Description:**

The Virtual Virginia program is mandated by the Code of Virginia § 22.1-212-2 as a Statewide Electronic Classroom Program to be provided by the Virginia Department of Education (VDOE). The program requires students to have access to web-based instructional content and resources. In addition to providing the web-based instructional content and resources, other required service components include data management, communication, registration, systems administration, and technical support. The Virtual Virginia program

includes the regular school year and summer classes for students located in various locations throughout the Commonwealth. Instruction and student support is provided by teachers and staff also located in various locations throughout the Commonwealth.

#### **BRet Authentication Services DOE**

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	9/22/2016
<b>Mandate:</b>	No
<b>Mission Critical:</b>	Yes
<b>Description:</b>	
DOE has 0 applications which will need to be migrated and tested during the authentication/directory services transition. Number of users (internal) are 460 internal.	

#### **BReT eMediaVA**

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	5/18/2016
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	No
<b>Description:</b>	
Digital Content, Online Learning, and Support Services are provided to teachers and students throughout Virginia. WHRO, in Hampton, VA, produces and delivers statewide digital content, online learning and support services via eMediaVA, a platform-agnostic statewide distribution system created and owned by WHRO. eMediaVA features purpose-built educational media and content aligned with Virginia's Standards of Learning, provided at no cost to Virginia's schools, teachers, and students.	

#### **BRet End User Computing DOE**

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	9/22/2016
<b>Mandate:</b>	No
<b>Mission Critical:</b>	Yes
<b>Description:</b>	
DOE has 172 desktops and 262 laptops and 23 network printers which will need to be migrated.	

#### **BReT Entropy**

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	5/19/2016
<b>Mandate:</b>	No
<b>Mission Critical:</b>	No
<b>Description:</b>	

This request is for hosting of the Infinite Learning Lab at Entropy (where it is currently hosted). The Infinite Learning Lab provides interactive English, Mathematics, Science, and Character Education modules to students in grades three through six.

#### **BReT Governor's IT Academy Certification**

**BRT Type:** Business Requirement for Existing Technology

**Date Submitted:** 9/26/2014

**Mandate:** No

**Mission Critical:** No

**Description:**

Funding provided by the General Assembly allows interested high schools and CTE regional centers to participate in a Microsoft Information Technology (IT) Academy partnership to include site licenses for certification testing at no cost to school divisions. Certification examinations are available to students for Microsoft Office Suite (Word, Excel, PowerPoint, Outlook), and Certiprep practice exams for all of the MOS applications. A limited number of exam vouchers for Microsoft Technology Associate (MTA) certifications will be available to all schools/centers, but distributed as needed.

#### **BreT Governor's IT Academy Licenses**

**BRT Type:** Business Requirement for Existing Technology

**Date Submitted:** 9/26/2014

**Mandate:** No

**Mission Critical:** No

**Description:**

Purchase of software licenses for the Governor's IT Academy

#### **BReT Internet Usage DOE**

**BRT Type:** Business Requirement for Existing Technology

**Date Submitted:** 9/22/2016

**Mandate:** No

**Mission Critical:** Yes

**Description:**

DOE projects that internet usage will increase by 20% due to increased use of streaming video and video conferencing.

#### **BReT Messaging Services DOE**

**BRT Type:** Business Requirement for Existing Technology

**Date Submitted:** 9/22/2016

**Mandate:** No

**Mission Critical:** Yes

**Description:**

VITA is initiating disentanglement from NG messaging services in 2016. Messaging Services for email, enterprise collaboration services, and mobile device management are required for 200+ users in our agency. We also have 100 applications that have hooks into messaging services which will need to be tested. Workplace Collaboration Services (VITA provided SharePoint) DOE uses WCS SharePoint. We have no applications serviced via AirWatch which will need remediation.

**BReT PALS**

**BRT Type:** Business Requirement for Existing Technology

**Date Submitted:** 6/9/2016

**Mandate:** Yes

**Mission Critical:**

**Description:**

From the 2016 Budget Bill HB30 (Chapter 780)

14. Virginia Preschool Initiative Payments

a.1) It is the intent of the General Assembly that a payment estimated at \$70,657,776 the first year and \$70,912,925

the second year from the Lottery Proceeds Fund shall be disbursed by the Department of Education to schools and community-based organizations to provide quality preschool programs for at-risk four-year-olds who are residents

of Virginia and unserved by Head Start program funding. In no event shall distributions from the Lottery Proceeds

Fund be made directly to community-based or private providers.

2) These state funds and required local matching funds shall be used to provide programs for at-risk four-year-old

children, which include quality preschool education, health services, social services, parental involvement and

transportation. It shall be the policy of the Commonwealth that state funds and required local matching funds for

the Virginia Preschool Initiative not be used for capital outlay. Programs must provide full-day or half-day and, at

least, school-year services.

3) The Department of Education, in cooperation with the Council on Child Day Care and Early Childhood Programs,

shall establish academic standards that are in accordance with appropriate preparation for students to be ready to

successfully enter kindergarten. These standards shall be established in such a manner as to be measurable for

student achievement and success. Students shall be required to be evaluated in the fall and in the spring by each

participating school division and the school divisions must certify that the Virginia Preschool Initiative program follows the established standards in order to receive the funding for quality preschool education and criteria

for the

service components. Such guidelines shall be consistent with the findings of the November 1993 study by the Board of Education, the Department of Education, and the Council on Child Day Care and Early Childhood Programs.

**BReT Security Services DOE**

**BRT Type:** Business Requirement for Existing Technology

<b>Date Submitted:</b>	9/22/2016
<b>Mandate:</b>	No
<b>Mission Critical:</b>	Yes
<b>Description:</b>	
To meet Commonwealth Security requirements, DOE will engage VITA's Shared Security Services.	
<b>BReT Server/Storage DOE</b>	
<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	9/22/2016
<b>Mandate:</b>	No
<b>Mission Critical:</b>	Yes
<b>Description:</b>	
VITA is initiating disentanglement from NG servers and storage. DOE has 30 servers which will need to be migrated and tested during this transition. 123 applications will be affected by this move and will need to be tested.	
<b>BReT VLDS Operations and Maintenance</b>	
<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	6/4/2015
<b>Mandate:</b>	No
<b>Mission Critical:</b>	No
<b>Description:</b>	
VDOE has designed and implemented the VLDS (Virginia Longitudinal Data System) which went live in August, 2013. VDOE needs a qualified and capable Supplier who can provide operations and maintenance support to the VLDS and also design and develop a specific set of enhancements.	
<b>BRnT - DOE/COO 2014 Windows XP</b>	
<b>BRT Type:</b>	Business Requirement for New Technology
<b>Date Submitted:</b>	9/2/2014
<b>Mandate:</b>	No
<b>Mission Critical:</b>	No
<b>Description:</b>	
DOE maintains two computers in Teacher Licensure that still run Windows XP. An exception is on file.	
<b>BRnT - Growth</b>	
<b>BRT Type:</b>	Business Requirement for New Technology
<b>Date Submitted:</b>	6/21/2016
<b>Mandate:</b>	Yes



<b>Mission Critical:</b>	No
<b>Description:</b>	
To pilot a program to provide personalized instructional and academic planning for students, facilitate data-driven school improvement efforts, and support the state's accountability and accreditation systems.	
<b>BRnT - Instructional Improvement System</b>	
<b>BRT Type:</b>	Business Requirement for New Technology
<b>Date Submitted:</b>	12/16/2014
<b>Mandate:</b>	No
<b>Mission Critical:</b>	No
<b>Description:</b>	
The VDOE has worked with the Center for Innovative Technology (CIT) to develop an RFP for an Instructional Improvement System (IIS) for optional use by school divisions. VDOE intends to pay for the core system, with contract options for school divisions.	
<b>BRnT - Virginia Communication and Literacy Assessment</b>	
<b>BRT Type:</b>	Business Requirement for New Technology
<b>Date Submitted:</b>	12/9/2014
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	No
<b>Description:</b>	
Develop and administer the Virginia Communication and Literacy Assessment. Individuals seeking certain types of teaching licenses are required to successfully pass this test as approved by the Virginia Board of Education.	
<b>BRnT - Virtual Virginia</b>	
<b>BRT Type:</b>	Business Requirement for New Technology
<b>Date Submitted:</b>	12/8/2014
<b>Mandate:</b>	
<b>Mission Critical:</b>	
<b>Description:</b>	
The purpose of this procurement is to establish a contract through competitive negotiation for the purchase of online course delivery and operational support services for Virtual Virginia services by the Department of Education. An RFP is being developed.	
<b>BRnT - VPI+ Curriculum with Formative Assessment</b>	
<b>BRT Type:</b>	Business Requirement for New Technology
<b>Date Submitted:</b>	3/26/2015
<b>Mandate:</b>	No

<b>Mission Critical:</b>	No
<b>Description:</b>	
<p>VDOE intends to establish a no-cost contract with a single vendor that enables Virginia school divisions to procure a high-quality evidence-based preschool curriculum and formative assessment system (the system) and the training and professional development needed to implement the system with fidelity. Based on the outcomes of this request for proposals, VDOE expects that school divisions participating in the VPI+ program may procure the curriculum and formative assessment system for use in new VPI+ classrooms. All Virginia school divisions may use the final no-cost contract to procure the curriculum and formative assessment system as needed to meet other local needs.</p>	
<b>BRnT - VPI+ Evaluation</b>	
<b>BRT Type:</b>	Business Requirement for New Technology
<b>Date Submitted:</b>	4/8/2015
<b>Mandate:</b>	No
<b>Mission Critical:</b>	No
<b>Description:</b>	
<p>The purpose of this procurement is to provide an evaluation of Virginia's Preschool Expansion Grant (VPI+).</p> <p>NOTE: There is no cost to the Commonwealth.</p>	
<b>BRnT Applied Studies Electronic Platform</b>	
<b>BRT Type:</b>	Business Requirement for New Technology
<b>Date Submitted:</b>	12/2/2015
<b>Mandate:</b>	No
<b>Mission Critical:</b>	No
<b>Description:</b>	
<p>Data collected by the VDOE indicates that students with disabilities are far less likely to be engaged in post-secondary education, competitive employment and their communities following graduation. As part of the mission of the VDOE, we strive to provide students with meaningful instruction that will have a lasting and meaningful impact on their lives after graduation. For students with disabilities, this means that instruction goes beyond typical academics. Many students require planning and instruction in the areas of communication, life skills, independence (including community participation) and self-determination. The VDOE has changed the name of the "Special Diploma" to "Applied Studies Diploma." Currently this is a name change only. However, a curriculum map is in development that will serve as a guide for teachers, students, parents, and school teams when developing Individualized Education Programs (IEP). The curriculum framework consists of 6 domains including English, Mathematics, Science, Social Sciences, Independent Living, and Employment. Each domain is divided into competencies and further broken down into individual skills. There are a total of 44 competencies and 782 skills. Approximately 3,000 students in the state will graduate with an Applied Studies Diploma each year indicating that as many as 15,000 students may utilize the system at a given time.</p>	
<b>BRnT Computer Science Professional Development</b>	
<b>BRT Type:</b>	Business Requirement for New Technology
<b>Date Submitted:</b>	6/8/2016
<b>Mandate:</b>	Yes

<b>Mission Critical:</b>	No
<b>Description:</b>	
This BRnT is in response to a requirement in the Appropriation Act to train teachers to teach Computer Science.	
<b>BRnT English Language Learner Technology</b>	
<b>BRT Type:</b>	Business Requirement for New Technology
<b>Date Submitted:</b>	1/12/2016
<b>Mandate:</b>	No
<b>Mission Critical:</b>	No
<b>Description:</b>	
DOE wishes to establish a statewide contract for at least three literacy and language development technology products. School divisions can optionally procure the product of their choice from the contract, at their own expense. There is no cost to the Commonwealth.	
<b>BRnT IEP System</b>	
<b>BRT Type:</b>	Business Requirement for New Technology
<b>Date Submitted:</b>	9/26/2014
<b>Mandate:</b>	No
<b>Mission Critical:</b>	No
<b>Description:</b>	
Purchase a statewide Individual Education Plan system.	
<b>BRnT Microsoft IT Academy Practice Tests</b>	
<b>BRT Type:</b>	Business Requirement for New Technology
<b>Date Submitted:</b>	11/16/2015
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	No
<b>Description:</b>	
Students must complete the Certiport Microsoft Technology Associate (MTA) practice test to successfully complete the MTA certification exam, which will satisfy a graduation requirement for the Standard Diploma.	
<b>BRnT School Report Cards</b>	
<b>BRT Type:</b>	Business Requirement for New Technology
<b>Date Submitted:</b>	6/4/2015
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	No
<b>Description:</b>	

DOE has a legislative requirement to re-design the School Report Cards on its website. The school report cards are mandated by state and federal law.

### BRnT-Comprehensive Web-based Education Recruiting Management Service

**BRT Type:** Business Requirement for New Technology

**Date Submitted:** 12/8/2014

**Mandate:** No

**Mission Critical:** No

**Description:**

Hosting, management, and maintenance of a proven 24-hour, seven-days-a-week web-based job posting and job application service for creating awareness in the education profession and recruitment of highly qualified candidates to serve in Virginia public school divisions.

### BRnT-Statewide IEP System

**BRT Type:** Business Requirement for New Technology

**Date Submitted:** 12/8/2014

**Mandate:** No

**Mission Critical:** No

**Description:**

The Virginia statewide IEP system will be offered as an opt-in, voluntary program to all Virginia public school divisions. The system and its associated forms will be managed by a steering committee made up of division and

VDOE stakeholders who will convene on a regular basis to discuss changes and updates to the system. The overall

goal of the statewide IEP system is to improve delivery of special education services to students across the Commonwealth. It is anticipated that the statewide system will help:

- Mitigate issues of transferring students between divisions
- Provide teachers with a robust special education case management system
- Reduce direct division costs associated with IEP software
- Reduce paperwork associated with IEPs and other special education processes
- Improve division compliance with state and federal laws and regulations
- Improve data collection and data usage for divisions and the Virginia Department of Education
- Improve services to special education students in foster care

At its core, the statewide system will provide baseline functionality as an IEP writer and compliance tool that will

afford educators the functionalities necessary to facilitate IEP meetings, develop IEPs, monitor student progress,

develop ad hoc reports, and gather and submit data for state reporting purposes.

### BRnT-VPI+ Professional Development

**BRT Type:** Business Requirement for New Technology

**Date Submitted:** 4/9/2015

**Mandate:** No

**Mission Critical:** No

**Description:**

The purpose of this procurement is to establish a list of multiple providers of high-quality professional development for use in the implementation of Virginia's Preschool Expansion Grant (VPI+).

NOTE: There is no cost to the Commonwealth.

### DOE BReT IT Infrastructure Sourcing

**BRT Type:** Business Requirement for Existing Technology

**Date Submitted:** 8/29/2016

**Mandate:** No

**Mission Critical:** Yes

**Description:**

The IT Infrastructure Sourcing program is likely to have significant impact on the agency. This is a placeholder.

### IBF 14-16 Microsoft IT Academy BRnT

**BRT Type:** Business Requirement for New Technology

**Date Submitted:** 10/30/2015

**Mandate:** No

**Mission Critical:** No

**Description:**

The purpose of this procurement is to purchase a site license for the IT Academy for digital curriculum, online professional development, and instructional resources; and a site license for the Microsoft Office Specialist certification testing.

### TEAL System

**BRT Type:** Business Requirement for New Technology

**Date Submitted:** 9/30/2016

**Mandate:**

**Mission Critical:**

**Description:**

Currently the three main functional areas within TEAL: Educator Preparation Program/IHE Reporting (EPP), Teacher Licensure, and Professional Development (PD) operate in primarily manual fashion (with the exception of some back-office Licensure processes) and are not able to share information across functions. The result is inefficiencies associated with replicating the collection and processing of the same information multiple times and the inability to provide stakeholders with reporting across the various systems or share any resulting information with other DOE or external systems.

All information for interactions with Institutes of Higher Education (IHEs) for EPP, Biennial Reporting, and other efforts is collected and processed manually. EPP review is the largest of these processes and involves reviews and actions from multiple areas within the DOE. If the collected information is inaccurate or incomplete communications are done via a call or email and are not tracked in any way that will allow for an easy review of completion or ease of transfer to another reviewer.

While the review staff throughout the DOE do a great job in dealing with the manual process as best possible the reality is that the current manual intake and review processes create excessive processing time, inefficient customer interactions, manual processing errors, poor user experiences, and takes reviewers' time

away from their core business functions.

The Office of Licensure manually processes approximately thirty-thousand transactions per year associated with new licenses, renewals, added endorsements, duplicate filings, etc. This manual processing consists of receiving a physical package that can contain checks, required forms, and supporting documents. These are all then individually sorted and manually scanned or otherwise handled for further processing within an existing back-office licensure software system (and financial management system for checks). The current manual licensure intake process creates excessive processing time, inefficient customer interactions, manual processing errors, poor user experiences, and most importantly forces the application reviewers to focus an inordinate amount of their time on the intake process versus their primary responsibility: the review of the licensure application itself.

Also there is no statewide repository to track professional development (PD) credits-taken that are used for Licensure (initial and renewal), SOQ reporting, or other required reasons. Current licensure reporting consists of non-detailed feedback from divisions regarding the level of professional development taken and is not positioned to audit or perform other diligence against the reported data. The ability to "push" required PD and a common repository containing a robust set of PD materials are both also not currently available to divisions and there is no ability for VDOE to relate PD taken to learning and/or other outcomes.

These functions work together to allow the overall functionality of the TEAL functionality.

The VDOE will need the system to securely and effectively be able to share data within the TEAL system and with other systems utilized by VDOE.

**Virginia Communication and Literacy Assessment IBF**

<b>BRT Type:</b>	Business Requirement for New Technology
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<b>Date Submitted:</b>	12/9/2014
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<b>Mandate:</b>	Yes
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<b>Mission Critical:</b>	
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**Description:**

Develop and administer the Virginia Communication and Literacy Assessment. Prospective teachers seeking certain types of licenses are required to successfully pass this test as approved by the Virginia Board of Education.

Report Title: Appendix A 16 - 18 Report

Agency: Department of Education (DOE)

Date: 7/25/2017

Agency Head Approval:

No

**Budget Category: Major Projects**

<b>IBC IEP System</b>				
<b>Appropriation Act/Funding Status</b>			<b>Investment Business Case Approval -</b>	
Procurement of a system to support Individualized Education Profiles				
Planned project start date:	7/10/2015	Planned project end date:	6/29/2018	
PPEA Involvement:	No			
<b>Estimated Costs:</b>	<b>Total</b>	<b>General Fund</b>	<b>Nongeneral Fund</b>	<b>Nongeneral Funding Source</b>
Project Cost (estimate at completion):	\$5,500,000	\$0	\$0	
Estimated project expenditures first year of biennium:	\$0	\$0	\$0	Non-general - Federal
Estimated project expenditures second year of biennium:	\$4,500,000	\$0	\$4,500,000	Non-general - Federal
<b>Funding Required:</b>	<b>Total</b>	<b>General</b>	<b>Nongeneral</b>	<b>Nongeneral Funding Source</b>
Funding required for first year of biennium:	\$2,000,000	\$0	\$2,000,000	Non-general - Federal
Funding required for second year of biennium:	\$2,500,000	\$0	\$2,500,000	Non-general - Federal

<b>Service Area</b>			<b>Weight</b>	
There are no service areas for this project.				
There are no procurements for this project.				

**Budget Category: Non-Major Projects**

<b>Applied Studies Electronic Platform Project</b>				
<b>Appropriation Act/Funding Status</b>			<b>Investment Business Case Approval -</b>	
The DOE wishes to outsource the development of an electronic platform that will provide resources for students on track to receive the Applied Studies Diploma.				
Planned project start date:	7/1/2016	Planned project end date:	6/30/2017	
PPEA Involvement:	No			

<b>Estimated Costs:</b>	<b>Total</b>	<b>General Fund</b>	<b>Nongeneral Fund</b>	<b>Nongeneral Funding Source</b>
Project Cost (estimate at completion):	\$670,000	\$0	\$670,000	
Estimated project expenditures first year of biennium:	\$255,000	\$0	\$255,000	Non-general - Federal
Estimated project expenditures second year of biennium:	\$80,000	\$0	\$80,000	Non-general - Federal
<b>Funding Required:</b>	<b>Total</b>	<b>General</b>	<b>Nongeneral</b>	<b>Nongeneral Funding Source</b>
Funding required for first year of biennium:	\$255,000	\$0	\$255,000	Non-general - Federal
Funding required for second year of biennium	\$80,000	\$0	\$80,000	Non-general - Federal
<b>Service Area</b>			<b>Weight</b>	
There are no service areas for this project.				
<b>Project Related Procurements</b>				
PBA Applied Studies Electronic Platform Procurement				
Procurement Description:	Procurement to develop and maintain an online platform to track individual student progress through a hierarchical curriculum framework.			
Planned Delivery Date:	7/1/2016			
<b>School Nutrition Programs Web-based System (SNPWeb)</b>				
<b>Appropriation Act/Funding Status</b>			<b>Project Initiation Approval -</b>	
<p>The Virginia Department of Education, Office of School Nutrition Programs, (OSNP) seeks to acquire a comprehensive, fully developed and integrated, web-based child nutrition program computer system that is a Commercial Off The Shelf (COTS) system with multiple modules and the ability to modify forms, reports, interfaces and outputs as necessary to meet the specific needs of the OSNP. This automated web-based management system must allow the VDOE to effectively manage complex USDA Child Nutrition programs to meet regulatory requirements. The system must integrate emerging computer technologies with custom applications and system software to provide innovative, reliable, cost-effective and turnkey solutions designed to simplify the administration of the school nutrition programs with online entry of applications and claims through the Internet This new system will replace/upgrade the exiting School Nutrition Web System (SNPWeb) and would be hosted at CESC. The modules must support the National School Lunch Program (NSLP), the School Breakfast Program (SBP), the Special Milk Program (SMP), the After School Snack Program (ASP), and the Seamless Summer Option, the Fresh Fruit and vegetable program (FFVP), and an integrated Administrative Review Module. The vendor must have a proven track record implementing integrated state level School Nutrition Programs in multiple states and, have multiple years of proven experience.</p> <p>The project will proceed as follows:  Project kickoff meeting and project environment establishment (SharePoint site and user IDs, status meetings, etc.)  Project Management and Work Plan development  School Nutrition Program (SNP) design phase (including Joint Application Development Sessions), design documents - for Applications, Claims, Compliance, Training Management and Data Conversion plans  SNP development phase (including interfaces and testing) documents for Applications, Accounting, Claims,</p>				



Compliance, Training Management				
SNP implementation phase (including Implementation Plan, Transition Plan, Training Plan, Operations Manual, production data conversion and deployment)				
Establishment of ongoing technical support system				
Planned project start date:	8/12/2016	Planned project end date:	8/15/2017	
PPEA Involvement:				
<b>Estimated Costs:</b>	<b>Total</b>	<b>General Fund</b>	<b>Nongeneral Fund</b>	<b>Nongeneral Funding Source</b>
Project Cost (estimate at completion):	\$910,206	\$0	\$800,000	
Estimated project expenditures first year of biennium:	\$0	\$0	\$0	
Estimated project expenditures second year of biennium:	\$0	\$0	\$0	
<b>Service Area</b>			<b>Weight</b>	
201 DOE 18502 School Nutrition			Primary	
BRnt 2013-2014 Child Nutrition Program System			Primary	
<b>Project Related Procurements</b>				
Child Nutrition Program System PBA				
Procurement Description:	<p>The Virginia Department of Education, Office of School Nutrition Programs, (OSNP) seeks to acquire a comprehensive, fully developed and integrated, web-based child nutrition program computer system that is a Commercial Off The Shelf (COTS) system with multiple modules and the ability to modify forms, reports, interfaces and outputs as necessary to meet the specific needs of the OSNP. This web-based management system must allow the VDOE to effectively manage complex USDA Child Nutrition programs to meet regulatory requirements. The system must integrate emerging computer technologies with custom applications and system software to provide innovative, reliable, cost-effective and turnkey solutions designed to simplify the administration of the school nutrition programs with online entry of applications and claims through the Internet. This new system will replace/upgrade the existing School Nutrition Web System (SNPweb) and would be hosted by the selected vendor. The modules must support for the National School Lunch Program (NSLP), the School Breakfast Program (SBP), the Special Milk Program (SMP), the After School Snack Program (ASP), and the Seamless Summer, the Fresh Fruit and vegetable program (FFVP), and an integrated Administrative Review process. The provider must have a proven track record implementing integrated state level Child Nutrition Program applications in other states.</p>			
Planned Delivery Date:	12/31/2014			

Report Title: Appendix A 16 - 18 Report

Agency: Department of Education (DOE)

Date: 7/25/2017

Agency Head Approval:

No

### Stand Alone Major Procurements

<b>Procurement Name:</b>	<b>eMediaVA Procurement</b>		
Procurement Description:	Digital Content, Online Learning, and Support Services are provided to teachers and students throughout Virginia. WHRO, in Hampton, VA, produces and delivers statewide digital content, online learning and support services via eMediaVA, a platform-agnostic statewide distribution system created and owned by WHRO. eMediaVA features purpose-built educational media and content aligned with Virginia's Standards of Learning, provided at no cost to Virginia's schools, teachers, and students.		
Procurement Planned Start Date		Procurement Planned Completion Date	6/1/2016
		Appropriation Act Status	
<b>Service Area</b>			<b>Weight</b>
There are no service areas for this project.			
<b>Procurement Name:</b>	<b>IBF Computer Science PD</b>		
Procurement Description:	Provide Computer Science training to teachers.		
Procurement Planned Start Date		Procurement Planned Completion Date	7/1/2017
		Appropriation Act Status	
<b>Service Area</b>			<b>Weight</b>
There are no service areas for this project.			
<b>Procurement Name:</b>	<b>Instructional Improvement System PBA</b>		
Procurement Description:	The VDOE has worked with the Center for Innovative Technology (CIT) to develop an RFP for an Instructional Improvement System (IIS) for optional use by school divisions. VDOE intends to pay for the core system, with contract options for school divisions.  Updated July, 2016, to include 4 optional renewals in the Total Estimated Cost. Period covered is FY15 - FY20.		
Procurement Planned Start Date	12/1/2014	Procurement Planned Completion Date	12/1/2014
		Appropriation Act Status	
<b>Service Area</b>			<b>Weight</b>
201 DOE 18101 Public Education Instructional Services			Primary
<b>Procurement Name:</b>	<b>PBA Growth</b>		
Procurement Description:	To develop a pilot program to provide personalized instructional and academic planning for students, facilitate data-driven school improvement efforts, and		

	support the state's accountability and accreditation systems.		
Procurement Planned Start Date		Procurement Planned Completion Date	8/31/2016
		Appropriation Act Status	
<b>Service Area</b>			<b>Weight</b>
There are no service areas for this project.			
<b>Procurement Name:</b>	<b>Statewide IEP System IBF</b>		
Procurement Description:	<p>The Virginia statewide IEP system will be offered as an opt-in, voluntary program to all Virginia public school divisions. The system and its associated forms will be managed by a steering committee made up of division and VDOE stakeholders who will convene on a regular basis to discuss changes and updates to the system. The overall goal of the statewide IEP system is to improve delivery of special education services to students across the Commonwealth. It is anticipated that the statewide system will help:</p> <ul style="list-style-type: none"> <li>• Mitigate issues of transferring students between divisions</li> <li>• Provide teachers with a robust special education case management system</li> <li>• Reduce direct division costs associated with IEP software</li> <li>• Reduce paperwork associated with IEPs and other special education processes</li> <li>• Improve division compliance with state and federal laws and regulations</li> <li>• Improve data collection and data usage for divisions and the Virginia Department of Education</li> <li>• Improve services to special education students in foster care</li> </ul> <p>At its core, the statewide system will provide baseline functionality as an IEP writer and compliance tool that will afford educators the functionalities necessary to facilitate IEP meetings, develop IEPs, monitor student progress, develop ad hoc reports, and gather and submit data for state reporting purposes.</p>		
Procurement Planned Start Date		Procurement Planned Completion Date	7/1/2015
		Appropriation Act Status	
<b>Service Area</b>			<b>Weight</b>
There are no service areas for this project.			
<b>Procurement Name:</b>	<b>Virtual Virginia PBA</b>		
Procurement Description:	<p>The purpose of this Request for Proposal (RFP) is to solicit sealed proposals to establish a contract through competitive negotiation for the purchase of online course delivery and operational support services for Virtual Virginia services by the Department of Education.</p>		
Procurement Planned Start Date		Procurement Planned Completion Date	4/1/2015
		Appropriation Act Status	
<b>Service Area</b>			<b>Weight</b>
There are no service areas for this project.			

## Stand Alone Non-Major Procurements

<b>Procurement Name:</b>	<b>PBA FY 16-18 Microsoft IT Academy Practice Tests</b>
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Procurement Description:	The purpose of this procurement is to purchase licenses for the Microsoft IT Academy practice tests.		
Procurement Planned Start Date		Procurement Planned Completion Date	12/1/2016
		Appropriation Act Status	
<b>Service Area</b>			<b>Weight</b>
There are no service areas for this project.			
<b>Procurement Name:</b>	<b>PBA PALS</b>		
Procurement Description:	Phonological Literacy Awareness Screening (PALS)		
Procurement Planned Start Date		Procurement Planned Completion Date	7/1/2016
		Appropriation Act Status	
<b>Service Area</b>			<b>Weight</b>
There are no service areas for this project.			
<b>Procurement Name:</b>	<b>PBA School Report Cards</b>		
Procurement Description:	HB 1672 Requires the Board of Education to re-design the School Report Cards on the DOE Website.		
Procurement Planned Start Date		Procurement Planned Completion Date	7/1/2015
		Appropriation Act Status	
<b>Service Area</b>			<b>Weight</b>
There are no service areas for this project.			