

TECHNOLOGY ACTIVITY REPORT

Office of Education Technology: Division of School Technology Services

Questions: munis@education.ky.gov

Purpose

These instructions guide you through the creation of the **Technology Activity Report (TAR)**. The **TAR** reports technology purchases and employee pay associated with technology for the prior fiscal year. Accurate reporting is dependent upon the use and application of commodity codes on purchase orders created throughout the year. If commodity codes were used during the fiscal year but minor changes to the report are needed due to adjustments or errors, the changes can be made to the Excel file before submitting it to KDE.

If commodity codes were not used during the fiscal year, use the Technology Activity Report spreadsheet template to produce the report. Refer to the [KETS Offer of Assistance website \(https://education.ky.gov/districts/tech/kfun/Pages/KETS-Offers.aspx\)](https://education.ky.gov/districts/tech/kfun/Pages/KETS-Offers.aspx) for information related to the manual spreadsheet. The manual report is to be emailed to Scott Kane (scott.kane@education.ky.gov).

To report payroll costs associated with technology, specific user defined codes must be added to the Munis payroll module. See the [KETS Payroll Coding Structure](#) section for a list of the codes. These codes are assigned to corresponding commodity codes and reported accordingly on the Technology Activity Report. Your CIO can help determine the employee's percentage or flat amount of the total salary to be reported. The gross salary for the fiscal year as reported in the Munis payroll accumulator tables is used as the salary basis.

Description

The **KETS (Kentucky Education Technology System) Technology Activity Report** is generated from a program written specifically for the Kentucky Department of Education (KDE). This program allows school districts to print a standard commodity report for technology purchases using the standard commodity codes for such items. The requirement is for the **Technology Activity Report** to be submitted by all school districts to KDE. The purpose is to report technology expenditures to fulfill the KETS Master Plan.

Assigning User Defined Codes for Payroll Allocation

Tyler added increased functionality in Munis v2019.1 to the codes used in the User Defined Fields. In Kentucky, these codes are used in the Employee Master for the payroll dollars reported in the KETS Unmeet Need Report, also known as the Technology Activity Report (TAR). To continue using the payroll codes for the TAR report, a few simple updates are needed to the User Defined Codes. See [Appendix A](#).

Select: *Human Resources/Payroll >Payroll >Employee Maintenance >Employee Master*

1. Find the Employee to which the code is to be assigned.
2. Click on **Detail**.

3. Select **User Defined Fields**.

Select **Search**. If you previously assigned commodity codes to this employee, a list of codes appears with assigned codes and values. Check codes for accuracy and make any adjustments necessary based on the documentation that follows.

If this employee does not have a user-defined code assigned for technology reporting, add the Codes to the employee’s record (see [KETS PAYROLL CODING STRUCTURE](#) below).

Assign the code to be added and place it in the **Field ID Code**. The **Code** field is either **PCT** or **FLAT**. The **Value** field is a percent when the code is PCT and an amount when the code is FLAT. Use the table below to determine the proper coding.

Continue adding these codes to the appropriate individuals.

HELPFUL HINT: Gather the employee numbers before adding these codes so that all individuals can be added while in the user-defined field screen.

KETS Payroll Coding Structure

| Commodity Code | Job Description | Munis User Defined Code Paid from KETS | Munis User Defined Code Paid from Other |
|-----------------------|------------------------|---|--|
| 310-01-115 | CIO | CIOK | CIOO |
| 310-01-115 | District Tech | DTCK | DTCO |
| 310-01-115 | School Tech | STCK | STCO |
| 310-01-115 | District TRT | DTRK | DTRO |
| 310-01-115 | School TRT | STRK | STRO |
| 310-01-115 | School Coord | SCTK | SCTO |
| 310-01-115 | Dist Network Admin | DNAK | DNAO |
| 310-01-115 | School Network Admin | SNAK | SNAO |
| 310-01-115 | District Web Admin | DWAK | DWAO |
| 310-01-115 | District Web Master | DWMK | DWMO |
| 310-01-115 | School Web Admin | SWAK | SWAO |
| 310-01-115 | School Web Master | SWMK | SWMO |
| 310-01-103 | STLP | STPK | STPO |

| Commodity Code | Job Description | Munis User Defined Code Paid from KETS | Munis User Defined Code Paid from Other |
|----------------|-----------------|--|---|
| 310-01-115 | PD Stipends | PDSK | PDSO |

Example:

Employee is Thomas Bishop. Thomas made a gross salary of \$60,000. He is the CIO, but he is also the DPP (which is not reported on the TAR). 50% of his time is allocated to the CIO job. However, 70% of that CIO job is paid by "KETS" and 30% of the CIO job is paid by "OTHER".

For his dollars to be reported on the Technology Activity Report, Thomas would have a user-defined code showing a CIOK code marked as 35% (70% times 50%) and a CIOO code marked as 15% (30% times 50%). 35% of his salary would be reported on the Technology Activity Report in the KETS column and 15% of his salary would be reported in the OTHER column.

Part of the total gross salary that Thomas receives includes a \$2,000 PD Supplement. Fifty percent of the \$2,000 is paid from KETS funds and fifty percent is paid from OTHER. Thomas would have a PDSK code with \$1,000 reported as a FLAT amount and a PDSO code reported as a FLAT amount. See the four screens below.

On the TAR, \$1,000 will show as KETS and \$1,000 for OTHER.

The remaining \$58,000 (\$60,000 less \$2,000) will be used to calculate the 35% and 15% allotments as KETS dollars and OTHER dollars.

The screenshot shows the 'Employee User Defined Fields' interface. At the top, it says 'Employee User Defined Fields [KDE || 8/2 | | 08/27]'. Below this is a toolbar with icons for Back, Search, Browse, Add, Update, Delete, Output, Print, Display, PDF, Save, Excel, Word, Email, Schedule, Attach, and Global. The main area contains a table with the following data:

| Employee * | SSN | Last Name | First Name | MI | Status |
|------------|-------------|-----------|------------|----|--------|
| 626 ... | 123-15-0904 | BISHOP | THOMAS | A | ACTIVE |

Below the table, there are several fields for defining a user-defined field:

- Field ID Code *: CIOK - CIOK
- Date: [Calendar icon]
- Code: PCT - PERCENT OF PAY
- Value: 35

Employee User Defined Fields [KDE || 8/2 || 08/27]
⚙️

← Back
🔍 Search
📄 Browse
+ Add
🔄 Update
✖ Delete
📄 Output
🖨 Print
📄 Display
📄 PDF
💾 Save
📄 Excel
📄 Word
✉ Email
📅 Schedule
📎 Attach
🌐 Global

| | | | | | |
|------------|-------------|-----------|------------|----|----------|
| Employee * | SSN | Last Name | First Name | MI | Status |
| 626 ... | 123-15-0904 | BISHOP | THOMAS | A | ACTIVE ▼ |

Field ID Code * ▼

Date 📅

Code ▼

Value

CIOO - CIOO

PCT - PERCENT OF PAY

15

Employee User Defined Fields [KDE || 8/2 || 08/27]
⚙️

← Back
🔍 Search
📄 Browse
+ Add
🔄 Update
✖ Delete
📄 Output
🖨 Print
📄 Display
📄 PDF
💾 Save
📄 Excel
📄 Word
✉ Email
📅 Schedule
📎 Attach
🌐 Global

| | | | | | |
|------------|-------------|-----------|------------|----|----------|
| Employee * | SSN | Last Name | First Name | MI | Status |
| 626 ... | 123-15-0904 | BISHOP | THOMAS | A | ACTIVE ▼ |

Field ID Code * ▼

Date 📅

Code ▼

Value

PDSK - PDSK

FLAT - FLAT AMOUNT

1000

Employee User Defined Fields [KDE || 8/2 || 08/27]
⚙️

← Back
🔍 Search
📄 Browse
+ Add
🔄 Update
✖ Delete
📄 Output
🖨 Print
📄 Display
📄 PDF
💾 Save
📄 Excel
📄 Word
✉ Email
📅 Schedule
📎 Attach
🌐 Global

| | | | | | |
|------------|-------------|-----------|------------|----|----------|
| Employee * | SSN | Last Name | First Name | MI | Status |
| 626 ... | 123-15-0904 | BISHOP | THOMAS | A | ACTIVE ▼ |

Field ID Code * ▼

Date 📅

Code ▼

Value

PDSO - PDSO

FLAT - FLAT AMOUNT

1000

Entering Commodity Codes on Purchase Orders

For technology purchases to be included in the TAR Report, a commodity code must be entered on the detail line item on the purchase order. A valid list of commodity codes can be found at the end of the document.

Line Items

Back Search Add Update Delete

Purchase Order

Fiscal year 2023 Number 30000 Line 1

Vendor 2614 (DELL COMPUTER CORPORATION)

Contract

Detail

Quantity * 5.00
 Commodity 310-01-107
 Inventory Item
 Location

Unit Price 3,000.00000
 UOM EACH
 Freight .00
 Discount percent .00
 Credit .00
 Line item total 15,000.00

Description * FILE SERVERS AND STORAGE for HS

Add'l Desc/Notes

If the commodity code is listed under the General Commodity code on the header of the purchase order it will not be reflected in the TAR Report. The code must be entered under the line items on the purchase order. Multiple line items and multiple commodity codes can be assigned to one purchase order.

Purchase Order Entry [KDE | 06/27]

Back Accept Browse Add Update Delete Output Print Display PDF Save Excel Email Schedule Find Batch Add Batch Release POs Verify POs Output/Post Line Items Menu

MAIN TERMS/MISCELLANEOUS

Purchase Order Details

Batch * 081222
 Dept/Loc BHS-1 BHS PRINCIPAL'S OFFICE GF
 GL effec date * 08/12/2022
 Fiscal year * 2023 Current Next Period 02 AUG
 PO number * 30000
 General commodity FILE SERVERS AND STORAGE
 General description

Entry 08/12/2022 Status 4 Allocated
 Needed by
 Expire Buyer Kristin Lambert

Receive By
 Quantity Amount
 Approved General Notes

Vendor Details

Vendor number * 2614
 Name DELL COMPUTER CORPORATION
 PO mailing %DELL USA L.P.
 P.O. BOX 802816
 FRANKFORT KY 40601
 Delivery method Print Fax E-Mail
 Remit 0

Shipping Details

Ship to * BHS HIGH SCHOOL
 201 CENTER STREET
 Frankfort KY 40601

Reference

Vendor/Sourcing Not

Line Items

| Line | Qty | Unit Price | Line Total | Description | 1st GL account | Batch | Totals |
|------|------|-------------|------------|---------------------------------|----------------|-------|-----------|
| 1 | 5.00 | 3,000.00000 | 15,000.00 | FILE SERVERS AND STORAGE for HS | | PO | 15,000.00 |

Entering Blanket Purchase Orders

Certain monthly technology expenses, such as telephone or internet expenses, can have a blanket Purchase Order entered at the beginning of the fiscal year to capture the information on the TAR report. The estimated amount of the annual expense would be entered on the Purchase Order and the invoice partially liquidated against the PO monthly. Districts also have the option of entering the PO monthly before processing the invoice so that the expense is captured on the TAR report.

For instance, a PO can be entered for the year with a quantity of 12 (for the months) and an estimated dollar amount for the year. When the invoice is entered against the PO, instead of fully liquidating the PO, the user can choose to partially liquidate the PO by selecting Modify and entering the received quantity (for example 1 if monthly) and then entering the invoice amount.

Need to Change a Commodity Code or Failed to Enter a Code?

Purchasing >Purchase Order Processing >Purchase Order Change Orders

Find the PO that needs to be modified.

Select **Re-Open PO** then select **Line Items**. The following screen will appear:

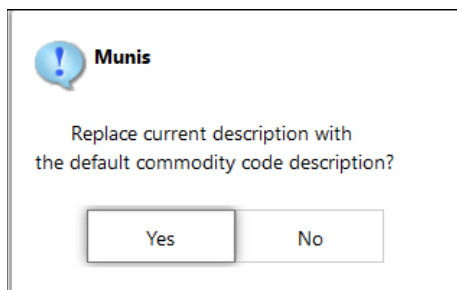
The screenshot displays the 'Line Items' interface with the following sections:

- Journal Information:** Includes fields for Year, Period, and Effective Date.
- Purchase Order:** Shows Fiscal Year (2017), Number (6118), Line (1), Vendor (3260 (AMAZON.COM)), and Contract.
- Pricing:** A table comparing 'CURRENT' and 'NEW' values for Quantity, Unit Price, GROSS, Freight, Discount %, Credit, and TOTAL.
- Totals:** A table showing Liquidated (1,003.37), Cancelled (0.00), and Open (0.00) amounts, with 'Modify' and 'Restore' buttons.
- Detail:** Includes Commodity, Inventory Item, Item Location, Description (SEE ATTACHED REQUISITION), UOM (EACH), Vendor item number (1099 box), Manufacturer, Manufacturer item number, Capital asset (N), Bid, Dept/Loc (Desc Not Found), Requested by, and Required by (Notify Buyer).
- Table:** A summary table at the bottom with columns: Seq, Org, Obj, Proj, Description, Amount, GL Bud. Row 1: 1, 0202118, 0643, 3108, SUPPLEMENTARY BKS/STUD, 1,003.37, U.

Select update and enter the Year, Period, Effective Date, and Description for the change.

Note: The date will have to be set to the current year/period as prior year PO changes are not permitted in Munis. Even though the year/period will be set to the current year, the commodity code will be accurately reflected on the prior year's Technology Activity Report (TAR).

Tab to the Commodity field and enter the correct commodity code and press enter. The message below will appear, make the appropriate selection. (Selecting **Yes** will replace the description with the default commodity code description. Selecting **No** will leave the description that is currently in the PO Detail Description field.)



Press Enter and close the detail screen.

Select **Close PO** to re-close the purchase order.

Repeat the process above for each purchase order that needs to be updated.

Generate the TAR again and verify that only valid commodity codes are being reported.

Generating the Technology Activity Report

Select: Financials >General Ledger Menu >Inquiries and Reports >State Specific Reports >Kentucky Reports >KETS Unmet Need Report

1. Click **Define**.
2. Enter the **Starting year/period** and **Ending year/period**.
The default information will not need to be changed.
3. Click **Accept** to select all commodity code amounts
4. Select **Print** or **Text File** from the Munis ribbon and review the report to see if any changes are needed before saving and submitting the report to KDE. Payroll changes can be made by updating the *User Defined Fields* on the Employee Master file. See the section [Assigning User ID Codes for Payroll Allocation](#) to update the employee information. Generate the TAR again after changes have been made. Changes can be made to PO detail after the file has been converted to Excel and before submission to KDE.
5. After verification that payroll information has been reported correctly, repeat step 4 if any changes were made. Note the name of the Spreadsheet file to submit to KDE.

Note: If the TAR does not appear to have pulled payroll information correctly, check the Terminations file to see if an employee has a flat amount on a User Defined Code. Delete the User Defined Code on any employee with a TAR code using a flat amount if that employee did not work during the year being reported.

| | |
|----------------------------|---|
| Options | |
| Starting year/period * | <input type="text"/> <input type="text"/> |
| Ending year/period * | <input type="text"/> <input type="text"/> |
| Commodity code range | <input type="text"/> ... to <input type="text"/> ... |
| Department code range | <input type="text"/> ... to <input type="text"/> ... |
| Capital asset | <input type="radio"/> All <input type="radio"/> Yes Only <input type="radio"/> No Only |
| Current or next year PO's | <input type="radio"/> Current <input type="radio"/> Next Year |
| Report in | <input type="radio"/> Detail <input type="radio"/> Summary |
| Output file options | <input type="radio"/> Paper/Spool only <input type="radio"/> Mag-Media and Spreadsheet <input type="radio"/> Both Paper and Mag-Media/Spreadsheet |
| Records Processed | |
| Records processed | <input type="text"/> |
| Payroll records processed | <input type="text"/> |
| Output Paths and Filenames | |
| Commodity code | <input type="text"/> |
| Magnetic media | <input type="text"/> |
| Spreadsheet | <input type="text"/> |

Converting the File to Excel

The magnetic media and spreadsheet files are created. However, ***only the spreadsheet file*** (KETS file) is required to be submitted to KDE. The file will be submitted using the KDE Web Application found at this link: [KY TAR Submission](#) or https://applications.education.ky.gov/TAR_Upload/login.aspx.

The spreadsheet file was generated when the “Save” function was performed in the previous section.
Select: Departmental Functions > My Saved Reports

Find the KETS file that was created in the previous step. Sample filename: KETSDDD####.txt – DDD represents the district number and #### represents the file number.

Saved Reports [KDE || 8/2 || 08/27]

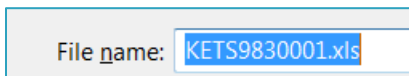
Back Accept Search Delete Print Display PDF Word Mass Delete Reports Display Reports Text as PDF Print Reports Output List Open File

Mode
-- LIST MODE --

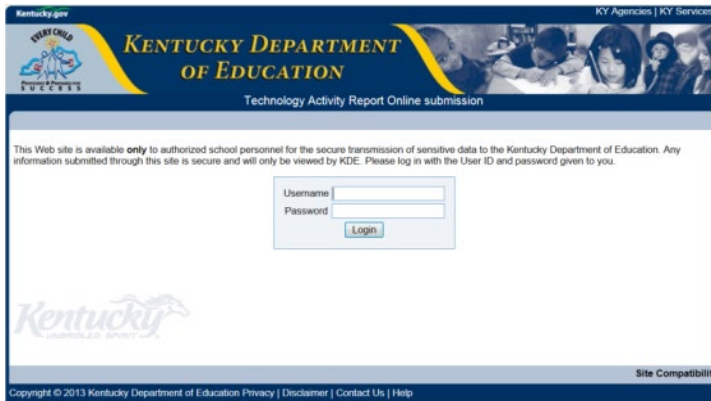
Choose one of the menu options or use the toolbar to act on the highlighted file.
NOTE: You can also highlight a file and double-click or press <ENTER> to preview.

| User ID | Report File Name | Report Title | Date | Time | Pages |
|----------|------------------|--------------------------|------------|-------|-------|
| 983klamb | KETK0320003.txt | KETS Unmet - MAG MEDIA | 05/25/2021 | 15:15 | 1 |
| 983klamb | KETS0320003.txt | KETS Unmet - SPREADSHEET | 05/25/2021 | 15:15 | 1 |
| 983klamb | pokycomm0003.txt | KETS Unmet Need Report | 05/25/2021 | 15:15 | 1 |

1. Click on the KETS file then select **Open File**.
2. The file will open in text format.
3. Select File > Save As.
4. Navigate to the folder on your computer where you want to save the file.
5. Change the file extension to .xls



6. Select Save and close the file. **Note:** If you need to open the file to make changes, Excel may indicate the file may be corrupt. Click **Yes** to proceed with opening the file. Make changes then close the file.
7. Rename the file following the naming convention for the Technology Activity Report below. If your file does not follow this naming convention, you will not be able to upload it.
"KETSZZZ0.OX"
 - a. The file must begin with "KETS"
 - b. ZZZ = your district's three-digit number followed by a zero.
 - c. The ".OX" represents the version of the TAR being submitted. Example – the TAR is being submitted for a second time due to revisions being made, this number would be a ".02".
8. **IMPORTANT:** Make any additional corrections to the Excel file for the units, dollar amounts, or commodity codes before submitting the report to KDE.
9. Once all corrections have been made, navigate to the following web page:
[KY TAR Submission](#) or https://applications.education.ky.gov/TAR_Upload/login.aspx.



The screenshot shows the login page for the Technology Activity Report Online submission. The header includes the Kentucky Department of Education logo and the text "Kentucky Department of Education" and "Technology Activity Report Online submission". Below the header, there is a disclaimer: "This Web site is available **only** to authorized school personnel for the secure transmission of sensitive data to the Kentucky Department of Education. Any information submitted through this site is secure and will only be viewed by KDE. Please log in with the User ID and password given to you." The login form consists of two input fields labeled "Username" and "Password", and a "Login" button. At the bottom of the page, there is a "Kentucky" logo and a footer with "Copyright © 2013 Kentucky Department of Education Privacy | Disclaimer | Contact Us | Help" and "Site Compatibility".

10. Login using the credentials that have been supplied to you via email. Contact your Regional KETS Engineer, CFO, scott.kane@education.ky.gov, or Caprice.Robinson@education.ky.gov if you don't have the login credentials information.
11. Enter the three-digit district number, your name, and your e-mail address.
12. Confirm name, e-mail, and district and select "OK".
13. Select the "Browse" button to locate the file to be uploaded and click "upload". The system will generate an e-mail confirmation that will be sent to the person who uploaded the file.
14. Click "Logout" in the upper right-hand portion of the page to exit the system.

If you need any additional help submitting the report contact your KETS Engineer, Scott Kane scott.kane@education.ky.gov at 502-564-2020 ext. 2214 or Caprice Robinson Caprice.Robinson@education.ky.gov at 502-564-2020 ext. 2251.

Appendix A- Update User Defined Codes

Only the codes used for TAR reporting will need to be updated. The codes are listed in [Appendix B](#).
Select: *Human Capital Management > Human Resources > Personnel Setup > User Defined Fields*

1. Select **Search** and **Accept** to view all defined codes.
2. Select a code from the list in [Appendix B](#) and select **Update** from the ribbon.
3. In the **Value Data Type Field** select “**DECI – DECIMAL**”.
4. Navigate to the **Available Codes** section and highlight “**FLAT – FLAT AMOUNT**” and select the right-pointing arrow to select the code.
5. Highlight “**PCT – PERCENT OF PAY**” and select the right-pointing arrow to select the code.
6. Select **Accept** to save and repeat for the other codes on the list.

Note: Some codes may already have FLAT or PCT selected, but typically not both.

User Defined Fields [KDE || 8/2 || 08/27]

Back Accept Cancel Search

Field Code * CIOK
Field Label * CIOK
Description * CIOK
Security Category * EMPLOYEE MASTER MAIN
 Date Enabled
 Code Enabled
 Value Enabled
 ExecuTime

Entry Restrictions
Value Data Type DECI - DECIMAL
 Entry Must be Unique

| Code | Description |
|------|--------------------------------|
| !!!! | USER DEFINED |
| DEP | EMPLOYEE AND DEPENDENT |
| END | SBAC END DATE |
| FAM | EMPLOYEE, SPOUSE, AND CHILDREN |
| FLAT | FLAT AMOUNT |
| SING | SINGLE COVERAGE |
| SPOU | EMPLOYEE AND SPOUSE |
| STRT | SBAC START DATE |

| Code | Description |
|------|----------------|
| PCT | PERCENT OF PAY |

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Example of updated User Defined Code:

Appendix B – TAR Report User Defined Codes

Codes from both columns (28 total) must be updated.

| Job Description | Munis User Defined Code Paid from KETS | Munis User Defined Code Paid from Other |
|----------------------|--|---|
| CIO | C1OK | C1OO |
| District Tech | DTCK | DTCO |
| School Tech | STCK | STCO |
| District TRT | DTRK | DTRO |
| School TRT | STRK | STRO |
| School Coord | SCTK | SCTO |
| Dist Network Admin | DNAK | DNAO |
| School Network Admin | SNAK | SNAO |
| District Web Admin | DWAK | DWAO |
| District Web Master | DWMK | DWMO |
| School Web Admin | SWAK | SWAO |
| School Web Master | SWMK | SWMO |
| STLP | STPK | STPO |
| PD Stipends | PDSK | PDSO |

Commodity Codes – Fiscal Year 2019+

| CODE | Short Description | Long Description | Detailed Descriptions |
|-------------|----------------------------------|---------------------------------------|---|
| 310-01-100 | STUDENT WORKSTATIONS | STUDENT WORKSTATIONS | Any device a student has in hand and/or in front of them, along with associated maintenance costs |
| 310-01-101 | ASSISTIVE AND ADAPTIVE TECHNOLOG | ASSISTIVE AND ADAPTIVE TECHNOLOGY | Hardware that permits an instructional device or workstation to be used by a special needs teacher/student/staff, while not restricting use by others, along with associated maintenance costs. |
| 310-01-102 | SOFTWARE, APPS, & DIGITAL CONT | SOFTWARE, APPS, AND DIGITAL CONTENT | Software Licenses, digital subscriptions, instructional digital content, applications (not MUNIS or IC), etc. |
| 310-01-103 | STLP LEADERSHIP & SERVICES | STLP LEADERSHIP & SERVICES | All expenditures related to STLP activities and projects other than STLP Coach stipends. |
| 310-01-104 | CLASSROOM INSTRUCTIONAL TECH | CLASSROOM INSTRUCTIONAL TECHNOLOGY | Technology hardware e.g., projectors/displays, smart boards, classroom response systems, document cameras, along with associated maintenance costs. |
| 310-01-105 | FACULTY/STAFF WORKSTATIONS | FACULTY/STAFF WORKSTATIONS | Any device that faculty/staff has in hand and/or in front of them, along with associated maintenance costs. |
| 310-01-106 | SCHOOL & DIST PRINT SERVICES | SCHOOL AND DISTRICT PRINTING SERVICES | Managed print services (copier leases), copiers, and printers, along with associated maintenance costs. Not including consumables e.g., paper, toner, print cartridges |
| 310-01-107 | FILE SERVERS AND STORAGE | FILE SERVERS AND STORAGE | Any district or school servers/file storage on-premise or cloud-based (including virtualization software and other server-specific utilities), along with any associated maintenance costs. |
| 310-01-108 | SCHOOL & DIST PHONE SYSTEM | SCHOOL AND DISTRICT PHONE SYSTEM | Hardware and Software that runs phone system (hosted or on-prem, including handsets, voicemail, etc.), along with associated maintenance costs. |

| CODE | Short Description | Long Description | Detailed Descriptions |
|-------------|--------------------------------|--|--|
| 310-01-109 | SCHOOL & DIST TELCO VOICE LINE | SCHOOL AND DISTRICT TELCO VOICE LINES | PRIs, POTS, VoIP, any voice service, monthly hosted VoIP, etc. |
| 310-01-110 | FINANCIAL ACCT SYSTEM (MUNIS) | FINANCIAL ACCOUNTING SYSTEM (MUNIS) | MUNIS annual payments or other services (i.e. customization services, add-on applications, etc.) that enhance MUNIS for district use. |
| 310-01-111 | STUDENT INFO SYSTEM (IC) | STUDENT INFORMATION SYSTEM (INFINITE CAMPUS) | IC annual payments or other services (i.e. customization services, add-on applications, etc.) that enhance IC for district use. |
| 310-01-112 | SCHOOL & DIST NETWORK WIRING | SCHOOL AND DISTRICT NETWORK WIRING | All voice, data, video wiring (copper or fiber); all racks, patch panels, patch cables, connectors, along with associated maintenance costs. |
| 310-01-113 | SCHOOL & DIST NETWRK COMPONENT | SCHOOL AND DISTRICT NETWORK COMPONENTS (LAN, WAN, WIRED, WIRELESS) | All wired and wireless Networking equipment e.g., switches, routers, WAPS, mounts, antennas, cards, adapters, GBICs, and any associated maintenance costs. |
| 310-01-114 | INTERNET HUB FIBER CONNECTION | SCHOOL TO KENTUCKY K12 DISTRICT INTERNET HUB FIBER CONNECTION | Fiber WAN services, dark fiber lease, lit fiber leases, any WAN service for school connectivity, along with associated maintenance costs. |
| 310-01-115 | PEOPLE SIDE OF EDUCATION TECH | PEOPLE SIDE OF EDUCATION TECHNOLOGY | All costs associated with technology personnel; CIO/DTC, Digital Learning Coaches, STLP Coordinators and associated stipends, Technicians, etc. |
| 310-01-116 | PROFESSIONAL DEVELOPMENT | PROFESSIONAL DEVELOPMENT - TEACHER, SCHOOL, AND DISTRICT | Costs associated with providing Professional Development for teachers, staff and administrators. |