



WYOMING
DEPARTMENT OF EDUCATION

*Creating Opportunities
for Students to Keep
Wyoming Strong*

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MEMORANDUM NO. 2017-040

TO: School District Superintendents
Technology Directors
Business Managers

FROM: Brent Bacon, Chief Academic Officer

DATE: March 20, 2017

SUBJECT: E-rate 101 and Essentials Workshops

E-RATE WORKSHOPS: THE BASICS AND BEYOND

The Wyoming Department of Education and the Department of Enterprise Technology Services are hosting the following workshops to ensure that districts are aware of federal funds available through the Universal Service Administrative Company's (USAC) E-rate program. Workshops are available via Google Hangouts, and participants are welcome to attend in person at the Training Lab in the Rogers Building at 316 W 22nd St in Cheyenne.

E-rate 101 presented by Clementina Jimenez

March 30, 9 a.m. - 10 a.m.

An overview of the USAC E-rate program, and how it can help districts meet technology needs. Designed for district leadership, superintendents, and business managers.

E-rate Essentials I presented by Clementina Jimenez

April 3, 10 a.m. - 12 p.m.

An in-depth look at the USAC E-rate program. This session walks participants through the program step-by-step, explaining timelines, eligible services, forms, and other relevant information. Designed for business managers and technology directors

E-rate Essentials II presented by Clementina Jimenez

April 3, 1 p.m. - 3 p.m.

Tutorial for the E-rate Productivity Center (EPC) portal with hands-on training and guidance. Participants will either use the EPC training portal or navigate within their own district portal. Registrants for this workshop will receive credentials to access the EPC training portal. Designed for business managers and technology directors

Registration:

[Online registration](#) is open now.

Workshop recordings will be available at edu.wyoming.gov/technology/classroom-connectivity.

For more information, contact Clementina Jimenez at 307-777-6725 or clementina.jimenez@wyo.gov; or Laurel Ballard at 307-777-8715 or laurel.ballard@wyo.gov.