

**SCHOOL DISTRICT OF CLAY COUNTY
STRATEGIC PLANNING
ACTION PLANS**

Strategy #: 23

Plan #: 5

SPECIFIC RESULTS:

Provide Visitor ID badges and support for front desk operations at all schools.

#	Activity/Action Step(s) (Number each one)	Resources Required
1	Provide following: <ol style="list-style-type: none"> a. Ability to scan a driver license or other official picture id card and access national sexual predator data bases in an attempt to match the ID. <ol style="list-style-type: none"> i. Matches will alert the employee ii. No Match will allow for Printing a temporary picture ID Name badge (paper). iii. Provide for the following on the printed badge: <ul style="list-style-type: none"> • Visitor • Vendor • Volunteer • Date • School b. Ability to create a bar coded, picture ID with local school specific graphics for Volunteers(future). Scanners to be able to scan the badge and track hours as well as alert for invalidated badges. Verify scan activity against national data bases. c. Provide for creation of volunteer hours log as required or may be required. d. Provide for the ability to scan School District ID badges and log campus visits. (Bar coded Employee ID Numbers validated against HR data stores) e. Provide for a registry of all visitors that were in the school based on time period query. 	
2	Hardware Required <ul style="list-style-type: none"> ➤ PC with Network connection ➤ Paper ID Badge Printer ➤ Camera for picture ID ➤ ID Card Scanner ➤ Bar Code Scanner (➤ ID Badge Printer (future Option) 	

**SCHOOL DISTRICT OF CLAY COUNTY
STRATEGIC PLANNING
ACTION PLANS**

Strategy #: 23
Plan #: 5

SPECIFIC RESULTS:
Provide Visitor ID badges and support for front desk operations at all schools.

3	Select Software and Hardware vendors. Create Bid for system requirements. Prepare project plan and select pilot site.	
4	<p><u>Financial Resources (No Cameras, No Interface to Time Capture)</u></p> <p>Ongoing costs for labels and software maintenance.</p> <p>One-Time fees for workstation based licenses. \$2000 each. Once we reach 40 workstations ALL others are FREE.</p> <p>Estimated 5 year life on software and hardware.</p> <p><u>Human Resources</u></p> <p>Programmer / Project Manager 3 Man-Months</p> <p>Trainer for each School and Roll out 3 Man-Months (Testing and verifying system, Training school employees)</p> <p>PC Technicians (Installation and management) 6 weeks</p>	<p>2007-08 \$90,000</p> <p>Ongoing</p> <p>07-08 \$15,000</p> <p>08-09 \$15,000</p> <p>09-10 \$15,000</p> <p>10-11 \$15,000</p> <p>11-12 \$15,000</p>

Measurement (Criteria for Success):

Automated front desk to increase security, label all visitors, track volunteer hours with reduced labor.