



June 30, 2008

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Subject: Final Report for "Graham County Leg of Western North Carolina EdNET"  
Contract #: 2007-088-35101-102

Patrick,

On behalf of the Southwestern Commission and the WRESA, we are submitting a Final report and a financial request regarding the above cited project.

You will note that the report contains evidence of significant and substantial progress toward attaining the goals of the project. This report builds on the November 20, 2007 Progress Report, and this does not contain many of the attachments, appendices cited in that report.

If you need additional information, please let us know.

Many thanks for your leadership and support.

Cc: Bill Gibson  
Roger Metcalf  
Leonard Winchester  
Roger Wiggins

***Progress Report***

***“The Graham County Leg  
of  
Western North Carolina EdNET”***

***Contract #: 2007-088-35101-102***

***Report Period:  
November 01, 2007 – June 30, 2008***

***Submitted to:***

***The N. C. Rural Center***

***Submitted by:***

***The Southwestern NC Planning & Economic Commission  
125 Bonnie Lane  
Sylva, NC 28779***

***Submission Date:  
June 30, 2008***

## **Rural Center Progress Report Outline**

- I. Background Information
- II. Progress in Achieving Goals and Objectives
- III. Major Focus for the Ongoing Project
- IV. Financial Request
- V. Appendices

Appendix A – Activity Log

Appendix B – Progress Report

## I. Background Information

The purpose of this project is to help provide broadband infrastructure and electronics to 10 Graham County governmental sites. The broadband infrastructure deployment includes placing underground fiber duct with handholes from Tipton to the Robbinsville area. The work includes trenching, ditching, digging, boring soil, sawing rock, providing ducts, installing ducts, providing and installing handholes, providing fiber, inserting fiber into duct via blowing, pushing and pulling, interval fusion splicing and making connections. The equipment electronics includes the termination of the fiber at the user sites.

This project is matched with Cherokee Preservation Foundation (CPFdn) and ARC funds and is a component of a regional WNC EdNET project which is designed to provide broadband connectivity to the education sites in the counties of Jackson, Macon, Clay, Cherokee, Swain and Graham. The WNC EdNET project includes public, Tribal, and Charter schools.

## II. Progress in achieving project goals and objectives

### General Project Description

The purpose of the Western North Carolina Educational Network (WNC EdNET) Project is to collaboratively assist the schools and school systems, including Cherokee Tribal Schools, Jackson, Macon, Clay, Cherokee, Graham and Swain Counties to procure and use upgradeable high capacity broadband technology configurations and services to enhance learning, professional development, and organization administration, and to open up learning opportunities not currently available or imagined. The local university and two community colleges are project partners. The three objectives include: A) **to establish and maintain a collaborative of partners for the purpose of jointly coordinating the planning, development and use of technology as a tool for improving learning opportunities;** B) **to collaboratively facilitate the procurement of broadband infrastructure by participating partners' central and field sites;** and C) **to facilitate capacity building and use of broadband technology for the enhancement of teaching and learning.** Rural Center funds will be used mostly as start-up cost supporting Objective 2.

The project goal, strategies, outputs, outcomes and leverage were to be operationalized via major project activities which included:

- Sustaining a regional collaborative consisting of CEO's and Technology Coordinators from each of the implementation partners. Periodic meetings will be called by the Project Director when collaborative decisions are needed. The partners' representatives are the key players to insure quality implementation and sustainability of the project. Southwestern Commission and Western Region Education Service Alliance (WRESA) serve as management partners.

- Once funding is received, contracts will be finalized and the deployment of the infrastructure will begin and should be completed within a few months.
- The building of the underground transport infrastructure to Graham County participating sites is ready to begin when funding is secured. The planning, engineering, and elements of the deployment contractual agreement have been established.

Specific progress made during this reporting period relative to each major activity is as follows:

#### Sustaining the regional WNC EdNET collaborative

Progress– The regional WNC EdNET collaborative structure is fully functioning. The Executive Committee, the Technology Coordinators and the Technology Application Committee (TAC) continue to conduct planning and implementation activities. The Southwestern Commission and WRESA continually interact with these groups.

Major events during this reporting period include:

- Planning, drafting and approving bylaws for a regional 501 (c) (3) entity to assist with regional technology maintenance and application
- Selecting and procuring critical switching equipment and associated electronics
- Selecting and ordering distance learning equipment
- Continuing funding procurement initiatives
- Planning and procuring a major technology application grant from the Cherokee Preservation Foundation
- Other activities are noted in the “WNC EdNET Activity Log” (Appendix A)

#### Facilitate the procurement of broadband infrastructure – Objective B

- Contracts were finalized and infrastructure deployment has been completed..

The project planners successfully finalized a deployment contract with a vendor who was approved through a formal bidding process.

Progress – This is the major activity of the project and significant progress has been made (See Appendix B for progress reports):

- The underground placement of conduit to county government and school sites is complete.
- The handhole and conduit connectivity for all sites is complete.

- Fiber placement for school hub is complete.
- Inside termination of schools is complete.\*
- The clean up, final inspection and final signoff with NCDOT is complete.
- The fiber splicing is complete.
- The fiber placement for the county office buildings is complete.
- The inside termination for the county buildings is under contract. The anticipated completion date is mid July (See Appendix C for Scope of Work).
- Procurement and installation of electronic hardware and equipment is in process. Edge switches have been purchased. The installation of the switching and back-up power is complete.

\*CPFdn and NC Rural Center funded

In conclusion, substantial progress has been made in accomplishing the infrastructure deployment which is the major focus of this NC Rural Center project.

To facilitate capacity-building and use of broadband technology for the enhancement of teaching and learning Objective – C

The Technology Application Committee is currently under the co-chair leadership of the college and public school sectors and has been operational for several months.

- Since its empowerment, the Technology Applications Committee (TAC) has had several meetings in various physical locations as well as cyber meetings. The committee has co-chairs (1 from the higher education sector and 2 from the public school sector) who establish the agendas and conduct the meetings. Examples of major areas of focus thus far include review of internet 2, review of Centra software for cyber meetings, review of various local partner technology application initiatives, and conducting the region-wide Awareness Conference on technology application for learning.
- The TAC group decided to request the WRESA to manage the Awareness Conference which was held in October 2007 at Western Carolina University. The group requested that area Superintendents establish a teacher workday in the school calendar which would permit all teachers to attend the conference. The workday was established. The conference was attended by over 2,000 educators from the target schools.

Major funding for the conference came from Golden LEAF funds and partner sponsorship of participants.

The awareness conference was significant in many ways in that it was a systematic approach involving practically 100% of the instructional personnel from target schools. The school superintendents collaboratively established a “common workday” for personnel, provided expenses and release time for conference participation. The conference resulted in a historic largest gathering of educators in the region.

Preliminary feedback relative to the conference has been generally positive except for the final keynote speaker and some organizational issues.

As part of the WNC EdNET Technology Application initiative (Goal 3), the Cherokee Preservation Foundation and a regional planning group are involved in preparing/planning a Gates funding initiative. A major premise of technology application for learning enhancement is that learners should be involved in the planning and delivery of such curriculum applications. The Cherokee Preservation Foundation has provided funding and coordination to support an initial student engagement initiative involving numerous stakeholders. A summary of the initiative is provided by work done by Janet Clapsaddle (See Appendix D).

- The Cherokee Preservation Foundation recently awarded a \$50,000 Technology Application grant to WNC EdNET.
- Dissemination and exportability of the project is done as needed. A publicity event and some overview presentations have been provided to describe project progress thus far. A project brochure has been developed. More formal presentations and technical assistance capability will be developed to assist “adopters” as the WNC EdNET demonstrates more effectiveness.

#### Summary of Progress

Substantial progress has been made toward the completion of all of the WNC EdNET goals and activities. Of course in a multifaceted, multi-funded dynamic, ongoing project like WNC EdNET additional work will be continuing far into the future.

### **III. Major focus for the ongoing project**

The major activities for the ongoing project will include the completion of fiber deployment and termination at all sites to include final inspection and testing.

### **IV. Financial Request**

A copy of the final financial request is herein provided. This financial request has already been submitted to the Rural Center by Roger Wiggins of the Southwestern Commission.

# Financial Request

Rural Economic Development Center  
Financial Request/Reporting Form

Organization: <u>Southwestern Commission</u>	Contract Number: <u>2007-088-35101-102</u>
Project Name: <u>Graham Co. Leg of WNCEDNET</u>	Date Submitted: <u>06/10/2008</u>
REDC Project Officer: <u>Patrick Woodie</u>	Prepared by: <u>Roger Wiggins, Fiscal Officer, S/W Commission</u>
Amount Requested: <u>\$20,000.00</u>	Telephone Number: <u>828-586-1962 x203</u>

Line Items	Project Budget (REDC Funding)	Budget Revision Request (if applicable)	Revised Budget (if applicable)	Request Amount	Expenditures since last Request	Expenditures to Date As of 6/10/2008
Procurement-Broadband Infrastructure	\$40,000.00			\$20,000.00	\$20,000.00	\$40,000.00
<b>Totals</b>	\$ 40,000.00	\$ -	\$ -	\$ 20,000.00	\$ 20,000.00	\$ 40,000.00

I hereby certify to the best of my knowledge and belief that this report is correct and complete and that outlays were made in accordance with the grant conditions.

\_\_\_\_\_  
Signature of Authorized Certifying Official

Rural Center Use Only			
Contract Amount: _____	Request Reviewe	Initial/Date	
Amt. Paid YTD: _____	Program Officer: _____		
Payment Required: _____	Fiscal Analyst: _____		
Contract Balance: _____	Budget Revision Approved		
	Program Officer: _____		

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## **V. Appendices**

**Appendix A**  
**WNC EdNET Activity Log**

## Appendix A Activity Log

Date	Location	Participants/Representatives/Agencies	Brief Summary/Purpose/Results/Outcomes
4/12/2005	WRESA	Bill Gibson (SEDPC), Mark Sorrells (Golden Leaf), Patricia Cabe (Golden Leaf), Dale Carroll (Advantage West), Billy Clarke (Golden Leaf), Roger Metcalf (WRESA), Bob Byrd (WRESA)	Meeting called by Bill Gibson to explore WRESA involvement/ assistance with Golden Leaf Technology effort in western most North Carolina schools. WRESA agreed to collect needs data and to follow up with school superintendents and technology coordinators.
4/20/2005	WRESA	6 Superintendents, WRESA Director	WRESA Director briefed superintendents on possible Golden LEAF initiative and needs data collection.
4/26/2005	SWCC	SWCC, WRESA, 6 School District Technology Coordinators, Balsam West, Drake Enterprises, WCU, Cherokee Tribe TCCC, NC DPI	Excellent information, sharing session. Presentation by SWCC and Balsam West group as per broadband history/efforts in 6 western counties.
4/26/2005	SWCC	WRESA, 6 School District Superintendents/Technology Representatives, NC DPI	WRESA Director asked for direction and planned next steps.
4/29/2005	Swain County High School	WRESA, 6 School Superintendents and Technology Coordinators, NC DPI	WRESA Director presents overview information on Golden Leaf effort and requests direction from superintendents who advise him to proceed with planning and development of a grant application.
5/12/2005	Franklin	WRESA, Clay County School Superintendent, Technology Coordinator	Discussed technical possibilities, background information and future direction.
5/18/2005	WRESA	WRESA, 6 Superintendents	WRESA Director updated superintendents on needs data.
5/20/2005	Jackson County	WRESA, Superintendents, Golden Leaf	WRESA Director and Golden LEAF staff discussed broadband collaborative issues and possibilities.
5/23/2005	WRESA	WRESA, Swain Technology Coordinator, Clay Technology Coordinator, Golden Leaf, ERC, Cherokee Preservation Foundation, E-N-C Authority	Information update, question and answer, multi-party involvement agreement for proposal development.
6/1/2005	Franklin	WRESA, D-Net, Clay County Schools	Multiple party information sharing.
6/1/2005	Franklin	WRESA, Clay County Schools	Planning, organization
6/7/2005	Murphy	Pat Cabe, Mark Sorrells, Roger Metcalf, Norman Oglesby, Marjorie Tucker	Information sharing - working on collaborative model.
6/8/2005	Webster	Pat Cabe, Mark Sorrells, Roger Metcalf, Norman Oglesby	SCC - Information sharing - working on collaborative model.
6/14/2005	Cherokee	Brandon Stevens, Bob Byrd, Charles George, Andy Gibson, Roger Metcalf	Information sharing - building a collaborative model.
6/21/2005	Cherokee	WRESA, EBCI Planner	Information sharing
6/21/2005	Cherokee	WRESA, EBCI School Superintendent	Information sharing, organization
7/8/2005	Asheville	WRESA and selected collaborative members	ENC Authority conference; Connectivity meeting - presentation.
7/15/2005	Bryson City	Andy Gibson, Leonard Winchester, Bob Byrd, Roger Metcalf, Mark Sorrells	Update - Review - Setting dates
7/15/2005	Robbinsville	Mike Edwards, Bob Byrd, Roger Metcalf	Discussion of Graham's needs in broadband connectivity.

Date	Location	Participants/Representatives/Agencies	Brief Summary/Purpose/Results/Outcomes
7/15/2005	Sylva	Technology Coordinators	Information sharing, planning
7/18/2005	Bryson City	WRESA, Clay, Swain Technology Coordinators	Information sharing, planning
7/21/2005	Franklin	WRESA, Technology Coordinators	Information sharing, planning
7/26/2005	Bryson City	WRESA/Southwestern Commission	Fiscal agent determination.
7/28/2005	Murphy	WRESA, Technology Coordinators, Golden LEAF, Southwestern Commission	Agreement on basic plans
7/29/2005	Franklin	WRESA, Superintendents, College Presidents, Technology Coordinators	Agreement on plans, budget, & service agreement
8/10/2005	Franklin	WRESA, Clay, Swain	Budget, Bidders' guidelines
8/11/2005	Bryson City	WRESA, Clay, Swain	Technical design discussions
8/15/2005	WRESA	WRESA, Southwestern Commission	Final Proposal submission
8/16/2005	WRESA	WRESA, Clay	Process checklist development.
8/22/2005	Cherokee	WRESA - Region A	Annual dinner
8/26/2005	WRESA	WRESA, Golden LEAF, Clay	Process checklist developed.
9/16/2005	Franklin	WRESA-2, Southwestern Commission-2, Etel. Com-4	Announcement of Golden LEAF Award/Conditions
9/29/2005	Swain HS	Technology Coordinators-9, WRESA/Southwestern Commission-2, CEO's-2, Other-15	Pre-Bidder Conference
10/13/2005	Cherokee	WRESA-2, CPFdn-3	Explore funding options
10/27/2005	WRESA	Bob Byrd, Andy Gibson, Leonard Winchester	Plan evaluations and procurement bid
10/28/2005	Email, Phone	WRESA-1, CPFdn-1	Submit questions/COI
11/1/2005	WRESA	WRESA-1, Golden LEAF-1	Explore COI Policy & budget
11/3/2005	Swain MS	WRESA-2, Clay, Swain, SW Commission	Plan procurement and CPFdn budget
11/9/2005	Email	WNCEdNET Groups	Mail CPFdn draft
11/11/2005	WRESA	WRESA-1, Vendors-8	Receive proposals
11/14/2005	Swain MS	WRESA-2, Technology Coordinators-9, Consultants-2	Open/review proposals
11/16/2005	Macon BOE	WRESA-2, Technology Coordinators-9, Consultants-2, Vendors-8	Vendor proposal presentations
11/17/2005	Macon BOE	Technology Coordinators-9, Consultants-2	Review proposals
11/22/2005	Macon BOE	WRESA-2, Technology Coordinators-9	Review proposals
11/29/2005	Cherokee Holiday Inn	WRESA-1	Burroughs Welcome Mtg
12/7/2005	Macon BOE	WRESA-2, Technology Coordinators-9	Review proposals select ASAP
12/16/2005	Macon BOE	WRESA-2, SW Commission-2, Technology Coordinators-9, Executive Committee-9	Present recommendations to Executive Committee ASAP
1/3/2006	WRESA	WRESA-2, Golden LEAF-1	Review progress plan budget
1/10/2006	Sylva	WRESA-2, Technology Coordinators-2	Plan setup of Applications Committee
1/19/2006	Macon BOE	WRESA-2, Technology Coordinators-9, Vendors-11	Negotiations with ASAP/planning

Date	Location	Participants/Representatives/Agencies	Brief Summary/Purpose/Results/Outcomes
1/20/2006	SW Comm Bryson City	Technology Coordinators-4, Executive Committee-3, WRESA-3, Golden LEAF-1	Plan publicity, discuss negotiations, plan budget format/process, plan future funding
1/25/2006	Clay BOE	Technology Coordinators/Applications Committee-14, WRESA-2	Organization of Technology Applications Committee
1/27/2006	Cherokee County Schools	WRESA-1, Technology Coordinators-1	Site visit/Formative Evaluation
1/27/2006	Clay County Schools	WRESA-1, Technology Coordinators-1	Site visit/Formative Evaluation
2/1/2006	WRESA	WRESA-3, Technology Coordinators-2	Plan ERC funding presentation
2/6/2006	Congressman Taylor's Office	WRESA-2, Golden LEAF-1, Technology Coordinators-2, Congressman-1, ERC-6	Funding request presentation
2/9/2006	SW Comm Bryson City	WRESA-1, SW Commission-1	Budget Process Planning
2/9/2006	Swain Cou Schools	WRESA-1, Technology Coordinator-1	Site visit/Formative Evaluation
2/9/2006	Cherokee Central Schls	WRESA-1, Technology Coordinator-1	Site visit/Formative Evaluation
2/10/2006	Various	WRESA-2, Applications Committee-8	Cyber Mtg -Test of Centra
2/14/2006	WRESA	WRESA-8, LearnNC-1	Review NC LEARN online courses
2/17/2006	SWCC	WRESA-1, Technology Coordinator-1	Site visit, evaluation
2/17/2006	WCU	WRESA-1, Technology Coordinator-1	Site visit, evaluation
2/20/2006	Macon BOE	WRESA-2, Technology Coordinators/Application Committee-15	Technology Coordinators review contract negotiations option, Applications Committee selection of facilitator
2/23/2006	CPFdn	WRESA-2, Technology Coordinators-4, CPFdn-5	Review CPFdn/WNCEdNET grant application
3/1/2006	WRESA	WRESA-3, Technology Coordinators-2, ARC-1	Prepare ARC request
3/6/2006	Cyber Mtg	WRESA-3, Technology Coordinators-5, Application Committee-8	Centra Orientation, Review websites
3/7/2006	CPFdn	WRESA-1, Technology Coordinators-1, CPFdn-2	Review contract elements
3/9/2006	WRESA	WRESA-2, Technology Coordinators-2	Revise ARC request
3/10/2006	WRESA	WRESA-2, Southwestern Commission-2, CPFdn-1	Notification of funding
3/13/2006	WRESA	WRESA-4, Etel Com-11, Technology Coordinators-9, Consulting Committee-8	E-mail notice of CPFdn Funding
3/20/2006	Macon Co Schools	TAC (14)	Discuss needs assessment Internet II
12/7/05 - 6/19/05		Contract negotiations led by Leonard Winchester	
3/27/2006	WRESA	GL-1, WRESA-3	Discuss publicity event & work W R-Polk
4/12/2006	Rutherford BOE	WRESA-2, E Polk Pangea Librarians-20, Rutherford CS	Discuss plans for P-R broadband

Date	Location	Participants/Representatives/Agencies	Brief Summary/Purpose/Results/Outcomes
4/24/2006	WRESA	WRESA-2, GL-2, Polk-2, Ruth-2, Cher-2	Discuss Golden LEAF Grant possibilities; decision for e-Polk to be grantee
4/27/2006	Smokey Mtn Elem Sch	Numerous agencies-26, approx. 250	GL/CPFdn Publicity Event
5/8/2006	Macon Co Sch	TAC-15	Review Tech programs
5/31/2006	Jackson Co Schools	Technology Coordinators-11, WRESA-3	Review contract, set up planning for maintenance
5/31/2006	Jackson Co Schools	Exec. Comm-7, Tech Coordinators-11, WRESA-3	Approve draft contract elements
6/8/2006	PPFdn	WRESA-1, CPFdn-1	Review evaluation
6/12/2006	Macon Co Sch	TAC-12, WRESA-1	Review Tech programs/needs policies
6/19-23/06	WRESA	Exec Comm, Tech Coord, SW Commission	Prepare ARC application
7/11/2006	CPFdn	WRESA (1), CPFdn (1)	Deliver WNC EdNET Brochures
7/11/2006	Raleigh	Lt. Gov (2), WRESA (1), Tech Coord (2)	Discuss state networks
7/14/2006	WCU	Exec. Comm. (1), WRESA (2), Other (3)	Review ASAP contract
7/18/2006	WRESA	Consulting group (1), WRESA (1)	Review evaluation for WNC EdNET
7/18/2006	Ch Hill	East-West Mtg. WRESA (1), Tech Coord (3)	Review broadband configurations
7/19/2006	Macon BOE	Tech Coord Mtg Tech Coord (7), WRESA (1), Other (2)	Approve contract; approve maintenance structure
7/19/2006	Macon BOE	Exec. Comm. (12) Tech Coord (6) WRESA (2)	Approve contract; approve maintenance structure
7/25/2006	Unknown	Tech Coord (4), WRESA (1)	List questions about the assessment goals and objectives
8/21/2006	SW Commission - Dinner	County Gov. Reps,	Annual Meeting
8/23/2006	SW Commission-Webster; Tech Coord Mtg	Tech Coordinators (6), WRESA - SW (4), Other (1)	Specific partner builds; discuss contract, ARC and maintenance.
8/30/2006	Cherokee Casino	WNC EdNET Presentation; WRESA (1), Other	Show Casino CPFdn Projects
8/30/2006	SW Commission - Webster	Staff Planning; SWC/WRESA (4), Tech Coord (2)	Planning contracting
9/7/2006	SWCC	WNC EdNET Planning; Tech Coord (2), SWC/WRESA (4)	Planning contracting
9/22/2006	Macon County Schools	Tech Coord. Meeting; Tech Coord (8); WRESA/SWC (2)	Discuss budget/ARC allocations

Date	Location	Participants/Representatives/Agencies	Brief Summary/Purpose/Results/Outcomes
9/27/2006	Robbinsville	Exec Comm (1), WRESA/SWC (3), Tech Coord (1); Other (commissioners) (5)	Plan/explore Graham transport possibilities
10/10/2006	Cherokee	WRESA (1), Tech Coord (3), TAC (5)	TAC Plan Conference
10/26/2006	Webster	WNC EdNET SWC (1), WRESA (1)	Planning Bookkeeping
11/28/2006	Hayesville	Tech Coord (1), WRESA (1)	ARC Planning
11/29/2006	Phone Person/WRESA	SWCC (1), GCS (1), CPFdn (2), G. County (1), Tech Coord (1), WRESA (3)	Plan, prepare, submit to CPFdn Graham Co Supplement
12/5/2006	Macon Co BOE	Tech Coord (10), WRESA (2), TAC/Other (6)	Plan Awareness Conf. Select WRESA to manage; update WNC EdNET maintenance - management structure
12/7/2006	Phone	Tech Coord (2), WRESA (1)	Update/briefing ARC Report Planning
12/11/2006	Phone	Tech Coord (2), WRESA (3)	Plan ARC encumbrance process
1/4-5/2007	Webster/Cherokee	SW Comm (2), WRESA (2), CPFdn (1)	Prepare/submit Funding Spent Report
1/16/2007	Webster	Tech Coord (14), TAC (1), WRESA (2), SW Comm (2), Golden LEAF (1)	Review contracts, review Bi-laws, review Awareness Conf. Program, review funding
1/25/2007	WCU Cullowhee	WRESA (6), Other (4)	Scope out Ramsey Center for WNC EdNet Awareness Conf.
1/26/2007	WCU Cullowhee	WRESA (2), WCU (2), Tech Coord (2), Other (6)	Discuss/plan possibilities to use e-NC Authority to support EdNET
1/30/2007	Conference Call	WRESA (1), SW Comm (1), CPFdn (2)	Discuss Graham Supplement request
1/31/2007	SWCC - Webster	WRESA (1), Tech Coord (4), Other (4)	Review by vendor of SONET/alternatives
2/5/2007	Conference Call	WRESA (1), Tech Coord (10), Other (4)	Discuss 501 (c) (3) Janirve and Graham Supplement
2/6/2007	Macon Co. Tech Center	WRESA (1), Tech Coord (10), Other (4)	Review switching, routing and other equipment via vendor presentations for possible WNC EdNET procurement.
2/7/2007	WRESA - Phone Call/Discussion	WRESA (3), Other (1)	Establish contact with Janirve Foundation. Meeting set up with Mr. Dyson.
2/8/2007	WCU	WRESA (1), Other (4)	Planning session for Awareness Conference.
2/14/2007	Phone/Email	WRESA (3), SW Comm (2), Tech Coord (2), Others (7)	Prepare follow up report for CPFdn Graham Supplement.
2/22/2007	Graham Co. BOE Robbinsville	WRESA (1), SW Comm (1), BWFN (3), Execu. Comm. (1), Tech Coord (5), Other (4)	Review/plan/summarize CPFdn Graham Supplement, pricing and work schedule.
2/22/2007	WCU Outreach Center	WRESA (2), WCU (5), TAC (3)	Review Awareness Conf. Program plans. Decide on 2 Keynote speaks, discuss VIP representative.

Date	Location	Participants/Representatives/Agencies	Brief Summary/Purpose/Results/Outcomes
2/23/2007	Janirve Office	WRESA (1), Tech Coord. (1), Other (1)	Discuss WNC EdNET needs with Janirve Director. Determine application/funding process.
3/7/2007	SW Comm	WRESA (1), SW Comm, (1), Tech Coord (1)	Realign budget.
3/9/2007	Harrah's Casino Hotel	Multiple agencies and participants.	Showcase of Balsam West Fiber Net
3/15/2007	MC NC Ofc RTP	Tech Coord (10), MC NC RTP (7)	Switching/Routing discussion and comparison
3/19/2007	Macon Co BOE	WRESA (1), Tech Coord (9), Other (1)	Discussed 501 (c) (3) WNC EdNET Inc. Revise draft, decide to meet March 28 on switching/routing.
3/21/2007	Southwestern Comm	WRESA (1), SW Comm (1)	Review project progress
3/23/2007	Email/Phone	WRESA (2), Tech Coord (3), Exec Comm (3), Other (1)	Review legislative possibilities/implications for WNC EdNET.
3/26/2007	SWCC	WRESA (2), Tech Coord (2), Exec Comm (3), Other (1)	Meet with Rep. Haire to discuss legislative implications.
3/27/2007	Bryson City	WRESA (2), Tech Coord (2)	Review WNC EdNET progress and plans for equipment/hookups.
3/28/2007	SWCC	WRESA (1), Tech Coord (9), Other (3)	Engineer technology comparisons SONET, ethernet DWDN
3/28/2007	SW Comm	WRESA (1), SW Comm (3)	Review CPFdn Graham Supplement & 501 (c) (3)
3/29/2007	Cherokee	WRESA (1), CPFdn (1)	Complete grant award contract Graham Supplement
3/30/2007	WRESA	WRESA (3), Tech Coord (4), Other (4)	Discuss BETA Application
4/3/2007	ERC Asheville	ERC (3), WRESA (2), Tech Coord (2)	Review/tour ERC and discuss services
4/19/2007	SW Comm	Tech Coord (10), WRESA (1), SW Comm (1), Other (1)	Tech Coord Meeting review 501 (c) (3) - approve. Review equipment/maintenance issues - adopt 100% approach.
4/25/2007	Jackson County BOE	TAC (2), Exec Comm (1), Tech Coord (10), WRESA (2), SW Comm (1), Other (1)	Tech Coord discuss/adopt 501 (c) (3). Discuss WNC EdNET maintenance.
4/25/2007	Jackson County BOE	Exec Comm (9), TAC (2), Tech Coord (10), WRESA (2), SW Comm (1), Other (2)	Executive Committee - adoption of 501 (c) (3) guidelines - review Awareness Conf - empower maintenance study group
4/26/2007	Tribal Tech. Coord. Cherokee	WRESA (1), Tech. Coord. (1), TAC (1)	Discuss Dissemination Program for CPFdn
5/9/2007	Jackson County BOE	WRESA (1), Tech Coord (2), Exec. Comm. (3), SW Comm. (1), Other (1)	Formalize 501 (c) (3) budget/guidelines
5/10/2007	SW Comm	WRESA (2), SW Comm (2), Tech Coord (1)	Budget integration and delineation work session – Golden LEAF budget report
5/14/2007	WRESA	WRESA (3), Other (2)	Janirve Grant Application preparation

Date	Location	Participants/Representatives/Agencies	Brief Summary/Purpose/Results/Outcomes
5/23-25/07	WRESA	WRESA (3), SW Comm (2), Tech Coord (2), Others (5)	Prepare ARC Graham Application
6/24-26/07	Atlanta, GA	WRESA (1)	ISTE Conference
7/12/07	Graham/ Macon County Field work	WRESA (1), Tech (2)	Inspect fiber construction/deployment
7/13/07	WRESA	WRESA (7)	Awareness Conference Planning
7/16/07	WRESA	WRESA (7), TAC (2)	Awareness Conference Planning
7/23/07	Jackson/ Swain County	WRESA (2), Tech Coord (2), Exec Comm (3), Other (6)	Tour of WNC EdNET infrastructure construction sites - project luncheon provided by CPFdn to update project funding agencies.
7/24/07	SW Comm	Tech Coord Mtg Tech Coord (9), WRESA/ SW Comm (3)	Prepare equipment purchase list. Chose Cisco switching and routing equipment.
8/2/07	Phone/Email	CPFdn (2), Tech Coord (2), WRESA (2)	Initial planning for Gates Foundation funding discussions.
8/3/07	Swain County Schools BOE	WRESA (3), Tech Coord/TAC (6)	Planning for Awareness Conference
8/3/07	WRESA	WRESA (3)	Submission of funding request for Highlands to Beta
7/24-8/15/07	Mail	Tech Coord (7), SW Comm (1), WRESA (2)	Preparation & processing ARC equipment PO's
6/24-27/07	Grove Park Inn	Tech Coord (2), Other	WNC EdNET presentation statewide Summer Leadership Conference
8/22/2007	Macon BOE	WRESA/SW Cimm (2), Tech Coord (9), Exec Comm (1)	Review RFD for equipment hookup. Decided to re-bid. Review Gates initiative.
8/21/2007	Cherokee	Govt. Leaders Western Region	SW Commission Annual Meeting
8/22/2007	Macon BOE	Tech Coord Mtg Tech Coord (9), WRESA (1), SW Comm (1)	Plan distance learning equipment specs.
8/22/2007	WRESA	WRESA (1), SWC (2)	Prep. ARC Progress Report, funding drawdown request
9/11/2007	Macon BOE	Tech. Coord Mtg (8)	Discuss equipment procurement and hookups
9/14/2007	WRESA	Exec Comm (7), Tech Coord (2), WRESA/SWC (5), TAC (2)	Discuss 501 (c) (3) approve bylaws.
9/17/2007	SW Comm	Tech Coord (7), SW Comm/WRESA (4), Exec Comm (3), Other (10)	Discuss Gates Foundation & foundation funding needs
9/18/2007	Swain Co BOE	TAC	Plan Awareness Conference

Date	Location	Participants/Representatives/Agencies	Brief Summary/Purpose/Results/Outcomes
9/24/2007	Cherokee CPFdn	WRESA (1), CPFdn (2), Other (1)	Planning S. engagement
10/3/2007	WRESA	WRESA (1), WCU (2)	Planning iTAC Conference
10/12/2007	WCU Ramsey Center	WRESA/SW Comm (11), Schools (2000+)	Tech. Application Awareness Conf (iTAC)
10/23/2007	SW Comm	WRESA (1), SW Comm (1), Tech Coord (1), GL Rep. (email)	Tech Coord (8), WRESA/SW Comm (3)
10/31/2007	Swain Co BOE	Tech Coord (8), WRESA/SW Comm (3)	Equipment selection, e-rate planning, 501 (c) (3) recommendations
10/31/2007	Phone, email	Tech Coord (7), WRESA (3), SW Comm (2)	Reuse GL request
11/1-8/2007	WRESA, SW Comm Phone, email	WRESA/SW Comm (6), Tech Coord (7), Other (2)	Budget review. Prepare GL Final Report
11/15/2007	Macon Co BOE	Tech Coord (7)	Plan equipment orders
11/27/2007	WRESA	WRESA (2), Tech Coord (3), Other (3), SW Comm (2)	Plan CPFdn Awareness Appreciation
12/4/2007	WRESA SW Comm	WRESA (2), Tech Coord (3), SW Comm (2), Other (2)	Prepare ARC Report
1/3/2008	WRESA	Tech Coord (2)	Site visit
1/16/2008	SW Comm	SW Comm (2), WRESA (1)	Budget review
1/24/2008	WRESA Phone Email	SW Comm (1), Tech Coord (2), WRESA (3), Other (1)	Plan GL budget revision
1/28/2008	SW Comm	SW Comm (2), WRESA (3), Tech Coord (1), Other (1)	Plan ARC-1 extension request, plan GL budget revision, plan Executive meeting
1/30/2008	WRESA Phone Email	WRESA (3), SW Comm (2), Tech Coord (1)	Prepare ARC-1 extension request
2/4/2008	WRESA	WRESA (5), Other (1)	Planning visit/meeting for WRESA Distance Learning
2/7/2008	Phone	WRESA (1), SW Comm (1), Other (1)	Budget review
2/7/2008	WRESA/ Phone Email	WRESA (3), CPFdn (1), SW Comm (1), Other (2)	Plan CPFdn revision for dissemination grant
2/11/2008	SW Comm	WRESA (2), SW Comm (1), Tech Coord (11), Other (1)	Plan Golden LEAF match, update ARC
2/11/2008	SW Comm	WRESA (2), SW Comm (2), Tech Coord (11), Other (1), Exec Comm (7)	Approve GL match, approve 501 (c) (3) Board, ARC update

Date	Location	Participants/Representatives/Agencies	Brief Summary/Purpose/Results/Outcomes
2/18/2008	Cherokee Co	WRESA (3), Tech Coord (2), Exec Comm (1)	Partner Visit
2/19/2008	Clay Co	WRESA (3), Tech Coord (1), Exec Comm (1)	Partner Visit
2/26/2008	Graham Co	WRESA (3), Tech Coord (1), Exec Comm (1)	Partner Visit
2/28/2008	Macon Co	WRESA (3), Tech Coord (1), Exec Comm (1)	Partner Visit
3/19/2008	Cherokee Central	WRESA (2), Tech Coord (1), Exec Comm (1)	Partner Visit
3/25/2008	WCU	WRESA (1), Tech Coord (1)	Partner Visit
4/17/2008	Phone/ E-mail	WRESA (2), SW Comm (2), Other (2)	Plan/prepare ARC <sub>1</sub> Report
4/22/2008	Swain Co BOE	WRESA (5), Exec Comm (1), Tech Coord (1)	WRESA Staff site visit
4/24/2008	CPFdn	WRESA (1), TAC (1)	Plan application, grant implementation
4/28/2008	Cherokee	WRESA (4)	Funding workshop
5/15/2008	CPFdn	WRESA (1), Tech Coord (8), TAC Com (6)	Plan/organize for application grant work
5/25/2008	Phone/ E-mail	WRESA (2), SW Comm (2), Other (6)	Planning WNC EdNET final deployment and hookups

**Appendix B**  
**Progress Reports**

**Appendix B**  
**WNC EdNET Progress Report as of 06-07-08**

School	Location	City	Termination	Configuration
Jackson County Schools	398 Hospital Road	Sylva		
Blue Ridge School	95 Bobcat Drive	Cashiers	2 weeks	after termination
Cullowhee Valley School	240 Wisdom Drive	Cullowhee	2 weeks	after termination
Fairview Elementary	251 Big Orange Way	Sylva	complete	configured
Scott's Creek Elementary	516 Parris Branch	Sylva	complete	configured
Smokey Mountain Elementary	884 US Hwy 441N	Whittier	termination or splicing problem	configured
Smokey Mountain High School of Alternatives	100 Smokey Mountain Drive 3770 Skyland Drive	Sylva Sylva	complete complete	configured configured
Macon County Schools	1202 Old Murphy Road	Franklin	complete	configured
West Macon Elementary	3295 Murphy Hwy	Franklin	complete	configured
Cullasaja Elementary	145 River Road	Franklin	cancelled	cancelled
East Franklin Elementary	100 Watauga Street	Franklin	complete	configured
Franklin High	100 Panther Drive	Franklin	complete	configured
Highlands School	545 Pierson Drive	Highlands	right of way issues	waiting
lotla Elementary	1166 lotla Church Road	Franklin	Splicing to do-Balsam West	cancelled
Macon County Middle	1345 Wells Grove Road	Franklin	complete	configured
Nantahala School	212 Winding Stair Road	Topton	Andy to do regeneration splicing	waiting
South Macon Elementary	855 Addington Bridge Road	Franklin	complete	configured
Union Learning Center	158 Union School Road	Franklin	complete	configured
Cherokee County Schools	911 Andrews Road	Murphy	complete	configured
Cherokee County Schools NOC	2415 Airport Rd.	Marble	June 13 completion date	June 13
Andrews Elementary	205 Walnut Street	Andrews	June 13 completion date	June 13
Andrews High	50 High School Drive	Andrews	June 13 completion date	June 13
Andrews Middle	2750 Business Hwy 19	Andrews	June 13 completion date	June 13
Hiawassee Dam Union	267 Blue Eagle Circle	Murphy	June 13 completion date	June 13
Marble Elementary	Old Hwy 19	Marble	June 13 completion date	June 13
Martins Creek Elementary	1459 Tobe Stalcup Road	Murphy	June 13 completion date	June 13
Mountain Youth Center	4533 Martins Creek Road	Murphy	June 13 completion date	June 13
Murphy Elementary	315 Valley River Avenue	Murphy	June 13 completion date	June 13
Murphy High	234 High School Circle	Murphy	June 13 completion date	June 13
Murphy Middle	65 Middle School	Murphy	June 13 completion date	June 13

Peachtree Elementary	Drive 30 Upper Peachtree Road	Murphy	date June 13 completion date	June 13
Ranger Elementary	101 Hardy Truett Road	Murphy	date June 13 completion date	June 13
Graham County Schools	52 Moose Branch Road	Robbinsville	Finished	configured
Robbinsville Elementary	54 Moose Branch Road	Robbinsville	Finished	configured
Robbinsville High	301 Sweetwater Road	Robbinsville	Finished	configured
Robbinsville Middle	301 Sweetwater Road	Robbinsville	Finished	configured
Youth Development Center	139 Moose Branch Road	Robbinsville	Finished	configured
Cherokee Schools	738 Acquoni Road	Cherokee	Finished	configured
Cherokee High School	1501 Acquoni Road	Cherokee	Finished	configured
Cherokee Elementary School	88 Agency Street	Cherokee	Finished	configured
Cherokee Middle School	1501 Acquoni Road	Cherokee	Finished	configured
Future Cherokee K-12 (Raven's Ford)	Big Cove Road	Cherokee	None to do	None to do
Cherokee Central Schools IT Department	33 Drowning Bear Drive	Cherokee	Finished	configured
Clay County Schools	154 Yellow Jacket Drive	Hayesville	Finished	configured
Hayesville Elementary	72 Elementary School Drive	Hayesville	Finished	configured
Hayesville High	205 Yellow Jacket Drive	Hayesville	Finished	configured
Hayesville Middle	135 School Drive	Hayesville	Finished	configured
Swain County Schools	280 School Drive	Bryson City	complete	configured
Swain County High	1415 Fontana Road	Bryson City	complete	configured
Swain County Middle	135 Arlington Avenue	Bryson City	complete	configured
Swain County East Elementary	4747 Ela Road	Whittier	complete	configured
Swain County West Elementary	4142 Hwy 19 West	Bryson City	complete	configured
Mtn. Discovery	890 Jenkins Branch Rd	complete	complete	June 17
The Learning Center	945 Conaheeta Street	Murphy	complete	June 17
Summit Charter	160 Frank Allen Rd	Cashiers	On hold per Pat Carlton	On hold

**Appendix C**  
**Scope of Work**

## **Appendix C Scope of Work**

Below is the scope of work and cost to complete the installation of the fiber cables and terminations on the cables provided by Balsam West. NCI requires a purchase order two weeks prior to start of work.

### **Mapping**

Penetrate brick exterior wall, mount LB, attach EMT conduit to existing inner duct and extend EMT thru wall into crawl space, attach drive rings to floor and extend fiber over to underside of termination room, penetrate floor and sleeve, extend fiber into termination room. Mount customer provided termination shelf, terminate and test two (2) fibers. Cost \$1,795.00.

### **Court House**

Penetrate wood wall, mount LB, attach PVC conduit to existing inner duct and extend PVC thru wall. Mount customer provided termination shelf, terminate and test two (2) fibers. Cost \$800.00.

### **Phillips and Jordon Building**

Penetrate block wall, mount LB, attach EMT conduit to existing inner duct and extend approximately thirty feet up wall thru LB into building at closet. Mount customer provided termination shelf, terminate and test two (2) fibers. Cost \$1,830.00.

### **City Hall**

Penetrate brick/block wall, mount LB attach EMT conduit to existing inner duct and extend EMT thru wall, attach drive rings to floor and extend fiber over to underside of closet in bathroom of Mayor's office. Penetrate floor and sleeve. Mount customer provided termination shelf, terminate and test two (2) fibers. Cost \$1,490.00.

### **Sheriffs Office**

Penetrate block wall, mount LB attach EMT conduit to existing inner duct and extend EMT twenty five feet down wall then thru wall, attach fiber along wall approximately twenty five feet to termination point. Mount customer provided termination shelf, terminate and test two (2) fibers. Cost \$ 1,620.00.

### **New Health Department**

Mount customer provided termination shelf, terminate and test two (2) fibers. Cost \$ 490.00.

### **Library**

Penetrate block/wood wall, mount LB, attach EMT conduit to existing inner duct and extend approximately ten feet up wall thru LB into building above drop ceiling, extend fiber twenty feet to Work Room. Mount customer provided termination shelf, terminate and test two (2) fibers. Cost \$ 1,315.00.

### **DSS**

Penetrate block wall, mount LB, attach EMT conduit to existing inner duct and extend approximately two feet up wall thru LB into building above heater at floor level. Mount customer provided termination shelf, terminate and test two (2) fibers. Cost \$ 930.00.

**Upper Plant Warehouse #2**

Penetrate block wall, mount LB, attach EMT conduit to existing inner duct and extend approximately ten feet up wall thru LB into building. Mount customer provided termination shelf, terminate and test two (2) fibers. Cost \$ 980.00.

**911 Center**

Penetrate metal wall, mount LB, attach EMT conduit to existing inner duct and extend approximately ten feet up wall thru LB into building above drop ceiling, extend fiber twenty five feet to termination room. Mount NCI provided termination shelf, terminate and test thirty fibers (30) fibers. Cost \$ 3,945.00.

A daily penalty of \$125.00 will apply if all work is not completed within 30 days of start of project, provided no extensions are granted. It is understood that extensions can be negotiated due to unanticipated circumstances. If lengthy delays occur the parties may agree to cancel the contract without penalty and work performed will be paid on a pro-rated basis.

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