METROPOLITAN SCHOOL DISTRICT OF WAYNE TOWNSHIP

Print centralization, consolidation cuts costs, improves workflows

"We started out just targeting costs, but we found that consolidating our print infrastructure and standardizing on HP also cuts waste, saves time, and helps teachers use classroom resources efficiently."

—Pete Just, chief technology officer, MSD of Wayne Township, Indianapolis, Ind.

HP CUSTOMER CASE STUDY:
MSD of Wayne Township cuts costs, streamlines workflows with centralized HP printers and MFPs

INDUSTRY:
K-12 Education

OBJECTIVE:
Cut costs for printing, reduce consumption of paper, toner, and energy; and improve workflow processes

APPROACH:
Consolidate and centralize print infrastructure standardizing on HP printers and MFPs with Cannon IV managing the print services contract

TECHNOLOGY IMPROVEMENTS:
- 70% reduction in print devices, consolidating from 1,670 print devices to 515
- Create printer and MFP device standards
- Improve workflows, reduce waste with scan-to-email
- Provide on-ramp to web posting, use of classroom projectors

BENEFITS:
- Reduce cost per page by 4 cents
- Save hundreds of thousands of dollars with improved print management
- Reinvestment of savings into education vs. infrastructure
- Increase teacher efficiency by streamlining workflows

In this age of increasing demands and tight budgets, school districts everywhere are constantly looking for ways to control operational expenses so they can redirect funds into the education processes. The Metropolitan School District (MSD) of Wayne Township in Indianapolis, Ind., is no exception, and that is why it is an early adopter of technologies that will help control costs and redirect savings.

In 2005, Cannon IV, Inc., an HP Public Sector Elite partner, began working with MSD of Wayne Township to develop a new imaging and printing strategy. Wayne Township wanted to take a multi-phased approach to optimizing its imaging and printing environment across the school district. Their first objective was to better manage the existing fleet of output devices to reduce costs and optimize the imaging and printing infrastructure

Classroom materials,
newsletters, office
documents, marketing
material

PRIMARY HARDWARE

- HP LaserJet monochrome MFP
- HP Color LaserJet MFP
- HP Color LaserJet printer
- HP Designjet large format printer

PRIMARY SOFTWARE

- HP Universal Print Driver
- HP Web Jetadmin
- FMAudit

SERVICES BY CANNON IV

- Supply fulfillment
- Onsite service–same day
- Print monitoring
- Quarterly business reviews

and workflows. This was accomplished with a district-wide managed print services agreement on the existing fleet of devices—over 1,600 printers at 24 locations. The next phase would address the needs of individual schools within the school district.

The first school targeted for infrastructure and workflow optimization was the Chapel Hill 7th and 8th Grade Center. Teachers in this school had individual inkjet printers in their classrooms. They would use these devices to print master copies, which they would take to the copy room. There, they would wait in line for a copier to make class handouts. Surely there was a less costly, more efficient way? There was. Working with Cannon IV, the district centralized and consolidated its print infrastructure, standardizing on HP printers and multifunction printers (MFPs). As a result, MSD of Wayne Township streamlined workflows, cut waste, and reduced the cost per page by four cents, placing hundreds of thousands of dollars in savings back where it belongs: educating children.

"The key driver was cost," recalls Pete Just, the school district's chief technology officer. "But what we've learned over the years is that in addition to cutting costs, standardizing on centralized HP printers supports the educational mission with greater efficiency and convenience for end users."

TIME TO RECONSIDER PRINT PARADIGM

Serving a student population of 16,000 students with diverse needs, MSD of Wayne Township employs 1,100 teachers in 19 schools and has a total of 24 separate buildings. The district is committed to providing multiple pathways toward graduation. Its facilities, therefore, house not only traditional K-12 classrooms, but also a preschool, a career center, the West Central Joint Services center for students with special needs, the Wayne Enrichment Center, and a high school program where students earn college credits toward an associate's degree. The technology department serves them all.

"Our vendor evaluation found HP offering a strong line of products that provide longevity and high-quality output at competitive prices."

—Pete Just, chief technology officer, MSD of Wayne Township

Propelled by the Chapel Hill Center renovation, Just and his team worked with Cannon IV to analyze the district's entire print infrastructure.

"We saw an opportunity to take the printers off everybody's desk, and give them a more versatile and scalable system of multifunction devices placed in targeted locations throughout the school," recalls Nathan Davidson, district manager of technology integration. "We'd not only cut costs but also reduce waste and lay groundwork for electronic document workflows."

The infrastructure at the time included a disparate collection of devices from a variety of vendors—107 printers and nine copiers at Chapel Hill alone. Usage for these devices was hard to track. Teachers were wasting time waiting for copiers and supply costs were high. What's more, the district had to keep ink or toner inventories for every model and was stuck with unused cartridges when devices reached end of life.

"We analyzed the old system and then did a presentation to the principal and education-center folks showing a best-practice model to reduce costs and eliminate inefficient practices," Just says.

Just and his team also evaluated print vendors. The search narrowed to testing demonstration models from two companies. HP won hands down. "The HP printers were easy to use and produced high-quality output," Just says. "The overall HP portfolio is strong, with long-lifespan products at affordable costs."

"When they moved Chapel Hill into the new building, they went from 116 printing devices down to 30," Jeff Jones, vice president Cannon IV said. "These 30 new devices included 27 color and monochrome full-featured HP MFPs that print, copy, and scan, and three HP printers. The devices provide secure printing and are PIN protected." The new fleet of devices does more and uses approximately 80% less energy than the previous devices.

The school's teachers are divided into teams. Working off that concept, "team preparation" rooms were created. There are seven teams of teachers at the school; two teams share each room with dedicated HP printers and MFPs for each team.

Each department teaching elective classes such as band or art has its own HP printer and MFP. Teachers send their files to the printer or MFP via the wireless network, and then go to the dedicated printer and enter their PIN to get their printed materials. The teachers also use that PIN to access the copying aspects of the MFP.

The Chapel Hill project saved in excess of $120,000 its first year—an amount that paid for the new printers and MFPs that first year. Based upon this success, MSD of Wayne Township and Cannon IV began a targeted program of optimizing the imaging and printing infrastructure across the balance of schools and administrative offices in the school district. The strategy was implemented starting in May of 2008.

- May 2008 — North Wayne Elementary School
- Dec 2008 — Ben Davis High School and Operations Center
- July 2009 — Wayne Township Preschool
- Dec 2009 — Ben Davis University
- March 2010 — 9th Grade Center
- June 2010 — Chapelwood, Maplewood, and Stout Field Elementary Schools
- July 2010 — Bridgeport, McClelland, Rhoades, Robey, and Westlake Elementary Schools
- Dec 2010 — Garden City Elementary School
- Jan 2011 — Lynhurst 7th & 8th Grade
- March 2011 — Chapel Glen Elementary

Additional projects are planned at the Education Center and the Wayne Enrichment Center in 2011.

District savings continued to grow as each building migrated to the optimized print model. Since 2005, MSD of Wayne Township has consolidated from approximately 1,670 print devices down to a total of 515 devices—123 MFPs and 392 printers—a 70% reduction in total devices. Overall savings over the years are sizeable.

HP PRINTERS AND MFPS FORM PRINT BACKBONE

Before centralizing its print infrastructure, MSD of Wayne Township typically maintained 65 printers per building—one in each classroom and office. That number has dropped to seven per building. Most are HP LaserJet printers, centrally placed so teachers pass no more than five doors to reach one. Each building also has HP Color LaserJet printers for jobs such as chart handouts and student art projects, in which color enhances communication. The district also has three high volume HP color multifunction printers (MFPs) to produce newsletters and marketing materials. MSD of Wayne Township receives additional tuition reimbursement for each student it recruits, and high-quality color marketing material presents an attractive professional image.

The district purchases its printers and MFPs from Cannon IV, and has a print service contract to manage printers and MFPs for toner fulfillment and onsite service with Cannon IV. Just says Cannon IV has been extremely helpful in architecting, implementing and maintaining the HP centric solution. "They always keep me in the loop when they think our students can benefit," Just says.

END USERS DISCOVER WORKFLOW ADVANTAGES

Teachers at first were wary of giving up their individual printers. That changed quickly as they discovered the convenience of the feature-rich HP MFP devices. For one thing, teachers no longer have to print once, and then go to a copy room to wait for a machine; they simply print handout sets in one step. Other advantages also emerged. Some years ago the district had equipped classrooms with projectors, but teachers had never found a convenient way to transform existing overheads and text materials for projection. Now HP LaserJet MFP scanning capabilities bring materials easily into digital workflows.

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—Nathan Davidson, manager of technology integration, MSD of Wayne Township

"When we started implementing this rightsizing process, the teachers found they were able to use the scan beds on the HP LaserJet MFPs as an on ramp either to post material to the web or use it in classrooms with their projection systems," Just says. "That really won their support."

The combined print, copy, fax, scan, and document storage features of HP MFPs has streamlined workflows across the district. Every year, for example, MSD of Wayne Township produces a policy handbook for principals and vice principals. In the past, the district printed and shipped 70 paper volumes. This year, it scanned much of the handbook to post electronically.

"We have increasingly been using electronic workflows to collaborate and share documents," Just says. "The capability is built in to the HP MFP devices. Where we used to print and fax, we now scan to email." In fact, the district is near the implementation stage of an MFP-based capture, routing, and processing project. This will leverage the scan feature built into the MFPs, and minimize the costs of printing and the transportation of printed materials.

The multifunction solution also cuts paper waste. "We've talked a lot about how to reduce district consumption," Just says. "Printer consolidation, combined with electronic workflows, definitely cuts consumption of paper, toner, and energy."

MSD of Wayne Township uses HP Web Jetadmin software to help manage its printer and MFP devices and HP Universal Print Driver to let end users print to the device of their choice. "When we build a PC image, HP Universal Print Driver is always on it because the software makes it so much more convenient for the staff to be able to print not just to their default device, but to whatever printer or MFP in the building suits their need," Just says.

HP COMMITTED TO K-12 EDUCATION

Manager of Technology Integration Davidson is extremely interested in educational technologies of the future, and he's a champion of electronic workflows. Participating recently on an HP advisory council, he noted that the participants from HP were more interested in listening and taking notes than in delivering a sales pitch. It was further proof to him of the commitment HP has to the education industry.

"Our collective voice was really heard," Davidson says. "I see that HP has a genuine interest in K-12 education and in providing solutions that match our particular needs."

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