



Monroe #1 BOCES

Challenger Learning Center

Pre-flight Video Conference Reservation Form

School Name:

Address:

City: _____ State: _____ Zip: _____

District: _____ County: _____

Teacher/Video Conference Information

Teacher's Name: _____ Classroom Phone No. _____

Email:

Good time to contact teacher: _____ Grade Level(s): 3rd-5th

Number of Students: _____

Preferred Video Conference Schedule: (please provide first three choices below)

1st choice Date: _____ Time: _____

2nd choice Date: _____ Time: _____

3rd choice Date: _____ Time: _____

Time required for each video conference:

Pre-flight video conference: approximately 45 minutes

Technical Information:

Technology Coordinator: _____ Phone:

Email: _____ Good time to contact:

**Please indicate, by selecting an option below, how you will be connecting with Monroe #1
BOCES?**

ISDN:

IP with Video Conferencing Equipment:

Please send your request forms in your inner school mail to Debra Croce, BoSAT Science Center, 220 Idlewood Road, Suite 113, Rochester, NY 14618, phone: 585-242-5059.
Or e-mail requests to: debra_croce@boces.monroe.edu
Or fax requests to: 585-241-4545.