

2013-2014 Technology Plan
Todd County
Elkton, Kentucky



<http://www.todd.kyshschools.us>

Creation Date: October 2, 2012

As per the SLD: The technology plan creation date is the month and year the technology plan was written, not the date when you began to develop or draft it. The SLD defines the creation date as the date it first contained the five required elements in sufficient detail to support the services requested on your Form 470. The creation date must be prior to the date the Form 470(s) is posted.

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Acknowledgments

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Students

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Executive Summary

It is the belief of Todd County Schools that students must use and be introduced to the latest technologies to become life-long learners. Facing the challenges of educating the 21st Century learner, Todd County strives to stay on the cutting edge in Technology. By building and maintaining a strong infrastructure, as well as staying ahead of continually changing standards, the challenge is in advancing with the technology and education industry simultaneously. This creates an environment where teachers and students become more proficient in using a wide variety of tools to enhance learning, problem solving, communication, collaboration, productivity and creativity. Based on Daniel Pink's quote "we must educate our students for their future, not our past", Todd County strives to provide our students with tools, skills, opportunities needed to excel in their educational career.

Technology as a tool will be integrated into instruction at every level of education. This is the 5th year of Project21c, which is an ever evolving technology initiative which encompasses our iPad 1|1 grade 9-12, iPad 1|1 in 8th grade, MacBook mobile carts grades PK-12 and iPod carts in grades PK-7. Working with our teachers to progress through the levels of Technology Adoption, moving from enhancement to transformation. The technology infrastructure is in place, now the focus has moved to professional development, modification of instruction, collaborative teaching and increasing rigor and relevance in our daily curriculum.

With the advances in technology that our students and staff are experiencing, it requires the support of the Technology Department in cooperation with the administration, teachers, staff, as well as the students, parents and community. Being able to advance in these areas will determine the success of this technology plan.

All stakeholders must be focused on student achievement. Rigorous, relevant, real-world instruction will become the norm in Todd County classrooms. Achievement gaps can be overcome, when high expectations are set, all stakeholders work together, instruction is transformed and students are empowered.

Planning Process / Methodology

Our District Technology Committee meets monthly throughout school year to define and develop our District Technology Plan. There are also site based technology committees that meet at the school level regularly to establish their goals and objectives to correlate with the District's vision. We are continually assessing our technology and professional development to ensure that we are staying inline with the standards for students and teachers.

Surveys are conducted throughout the year providing the technology committee with feedback from both students and staff to help us insure that we are meeting their needs. The committee strives to keep in constant communication with all stakeholders, bringing their valuable feedback to the table at our monthly meetings. This feedback enables us to continually improve and refine both our technology plan and Project 21c as a whole.

Technology Vision and Goals

Goal 1

Todd County students will be exposed to and become proficient in the use of various technologies to enhance their overall learning experience and equip them with 21st century skills

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Implement a skills continuum in the area of technology for students and staff	District wide consistency of skills among staff and students	Technology Assessment	On going	Principals Teachers	n/a
Develop professional development opportunities that encourage hardware/software differentiation to achieve the same academic goal	Staff will participate in PD that focuses on multiple intelligences and the diverse learning skills of students	Classroom observations/ walk thrus Formulative assessment	On going	Principals Teachers	n/a
Create an assessment to measure technology proficiency	To have a tool to better understand the proficiency of students	Data from assessment	On going	Principals Teachers	n/a

Goal 2

Todd County Schools will make its campuses accessible to the public so that students and parents alike may have access to the internet by creating a “Guest” network.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Work with Enterasys to configure a “Guest” network with port 80 access only	Expanded access to information for students and families to all areas of the campus. Allowing students to experience the use of technology in this environment		Summer 2013	CIO/DTC	n/a
Individual schools will assess the need and develop a plan for after hour access to the	Extending access to the network will allow students, staff, and community members		August 2013	Principals	n/a

Goal 3

Improve and increase communication with the community and parents at all schools with use of teacher websites, school websites, newsletters, etc.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Teacher websites to be updated weekly	Increased parental involvement and support in student/school activities	Event exit surveys, Sign in sheets and School Community Survey	Ongoing	Principals	n/a
School websites to be updated weekly – keeping current events, news and activity schedules current	Increased parental involvement and support in student/school activities	Event exit surveys, Sign in sheets and School Community Survey	Ongoing	Principals	n/a

Student Technology Literacy Skills

Goal 1

Build a scope and sequence of technology integration from the current Kentucky standards and provide support through the development of strategies and examples

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Create a district team to build scope and sequence	Students in Todd County will be able to recognize and use computer technology as a tool for accessing and communicating information, ideas and data	Scope and sequence with sample activities are developed and posted on the TCS Teacher Resource Site	Ongoing	District Technology Team & Vanguard Team	Title IID General Funds

Goal 2

Students in Todd County grades K-12 will complete an internet safety course annually which will cover appropriate use, managing your online identity, online ethics, and digital culture.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Grade level appropriate lessons from the CommonSense Media Curriculum will be delivered as identified by the Internet Safety Policy	Students in Todd County will understand the ethical use and the impact of computer technology on our society	Reduction in office referrals shown by SWIS data, reduction in damage claims as seen at help desk Annual assessment	Ongoing	Principals, teachers, District Technology Committee	n/a

Integration of Technology into Curricula and Instruction

Goal 1

Integration of technology into the curriculum and instruction will be obvious, expected and become a natural occurrence in all classrooms in all schools in Todd County

Action Plan: Projects/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Every teacher in Todd County will submit a technology infused lesson every nine weeks using the CIITS system	Improved implementation of rigorous and relevant, technology driven instruction	Classroom observations Classroom walk-thrus Instructional Rounds	Ongoing	Principals Teachers	n/a
A survey/assessment will be developed and given twice a year to all teachers to assess how technology is being used in our building. The data from the survey will be reported to the building Principal and CIO	Data will be used to improve professional development and provide additional assistance and resources where needed	Technology assessment data	Ongoing	Principals Teachers	n/a

Goal 2

Administration will model the use of technology in their daily administrative tasks.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Administrators will model appropriate use of technology for staff in their building	Appropriate modeling of technology use	Administrative evaluations and professional growth plans	Ongoing	Principals Superintendent Instructional Supervisor	n/a
Administrators will meet regularly with CIO, vanguard team member or other designee to receive training and one on one coaching/mentoring	Advancing the knowledge and use of technology by the Administrator models appropriate use, creating the expectation for effective and proper use from the top level down	Administrative evaluations and professional growth plans	Ongoing	Principals District Leadership CIO Vanguard Team	n/a

Staff Training/ Professional Development Goals

Goal 1

Implement a professional development system that addresses multiple levels of faculty integration skills – including new staff training

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Create on-line/on-demand courses on technology usage	Improved use of technology in the classroom and its application to real world	Classroom Observations Classroom Walk Thrus Instructional Rounds	On going	CIO, Instructional Supervisor	n/a
Prepare/Present full day “New Teacher Academy” training	New teachers will be better prepared to start in our system	Classroom Observations Classroom Walk Thrus Instructional Rounds	Summer 2013/Summer 2014	Director of Personnel, CIO, Instructional Supervisor	n/a

Goal 2

Teachers will be provided an entire early release day at least once a month dedicated to the infusion of technology into teaching and learning strategies, assessments and lesson planning through the PLC process.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
In August each school will establish a schedule identifying monthly sessions	Increased integration of technology into curriculum	PD/ERF calendar	On going	Principals	n/a

Goal 3

School based technology committees will be formed and meet monthly – reporting to administration and site based council

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Technology committees will be identified and meet monthly	Administration and site based will remain informed about instructional-technology initiatives within the district	Technology committee minutes; Site Based minutes	Monthly	Principals; Site Based Chairperson and Technology Committee Chairperson	n/a

Current Technology and Resources

Todd County Schools are truly evolving into a high tech School District. Project 21c has pushed the District to the teachers having laptops, middle school and elementary schools having mobile carts and fixed labs, and the 1:1 initiative - 12, we are excited to see the changes in instruction and the evolution of a true 21st century learning environment seeks to meet the standards, policies, and management recommended in the KETS Master Plan as well as the National Technology Plan developed in 2010.

Resources and funding have been committed to providing a strong infrastructure to support the District. All schools in the district are networked with full telecommunication and internet access. The district's network is on fiber optic backbone at 1Gbps, plus all five sites have full wireless saturation. The Technology Department in the District is made up of The Site Based Technician (SBT) serves as the first line of technical support for users. They are responsible for maintenance and hardware support to keep their systems up and running. The Chief Information Officer (CIO)/District Coordinator (DTC) is responsible for the administration side, network and security administration, as well as supporting staff with professional development. The Instructional Supervisor is responsible for the infusion of the technology into the curriculum; they work closely with the Principals to ensure their staff has adequate PD/training to be able to use technology as a teaching tool.

Evaluation

The Commonwealth of Kentucky has a very detailed planning process to evaluate all phases of K-12 education in each district. KDE has declared, "School Improvement provides a data-driven, research-based framework for defining goals and objectives for improving student learning and for selecting and implementing strategies to improve the instructional and organizational effectiveness of every school." It continues to note, "The process of Improvement Planning in Kentucky is used as the means of determining how schools and districts will plan to ensure that students reach proficiency and beyond by 2014. The process focuses school and district improvement efforts on student needs by bringing together all stakeholders to plan for improvement, by focusing planning efforts on priority needs and closing achievement gaps between subgroups of students, by building upon school and district capacity for high quality planning, and by making connections between the funds that flow into the district and the priority needs in schools."

At the district level, this planning process involves months of preparation as administrators, teachers, support staff, and others are involved in reviewing current practices and making recommendations for improvement. The scope of planning looks at all areas instruction and support, including but not limited to the integration of technology into the curriculum, increasing the ability of teachers to teach, and enabling students to reach the challenges of the state's academic standards. As this procedure finally produces its Comprehensive District Improvement Plan (CDIP), there is a look at how technology can meet the goals outlined in the plan. Section B of this document addresses some of those goals. The CDIP is reviewed on an annual basis and adjustments made as needed. The role of technology is also reviewed during this procedure.

In addition to the above planning process, the district's network and technology needs are evaluated on an ongoing basis to provide the very best possible support for the school system. Network traffic is monitored on a weekly basis, technology work orders are reviewed in monthly meetings of the technology department to track any problem areas relating to technology equipment, including telecommunication services. Newer equipment and processes are tested and evaluated on an ongoing basis to see if improvements to network and telecommunication services can be made. As newer and better ideas and equipment are found, plans are made to incorporate them into the budget process and into the application process for e-rate funding during the e-rate application window that occurs each year.

Technology Vision and Goals Evaluation Narrative

Todd County students will be exposed to and become proficient in the use of various technologies to enhance their overall learning experience and equip them with 21st century skills. Communication will improve with community and parents via teacher websites, school website and online newsletters. Todd County Schools will make its campuses accessible to the public so that students and parents alike may have access to the internet by creating a “guest” network at each campus.

Student Technology Literacy Skills Evaluation Narrative

Student technology literacy skills will be focused on two areas: digital citizenship and building a scope and sequence of technology integration skills to provide consistency across the grades, providing all students with the same skill sets and competencies.

Integration of Technology into Curricula and Instruction Evaluation Narrative

We will build a technology assessment that will allow us to use the data to provide assistance and resources where needed. Teachers will work to build an in district technology infused lesson repository that will be shared across the district. Administrators will work to model appropriate technology use in their daily tasks and assignments.

Staff Training/Professional Development Evaluation Narrative

We will utilize our early release Fridays to better provide professional development that addresses all levels of integration. Technology committees will be formed at the school level to keep all staff and administration better informed about instructional-technology initiatives across the district.

Budget Summary

The technology budget comes from local funds, KETS funds, federal programs (i.e. Title IID), and occasional grants. These funds are also supplemented through the budgets of individual schools and other departments. Likewise, the district depends heavily on the federal Universal Service Fund for assistance with funding telecommunication costs, Internet access, and internal connections on an annual basis. Specific funding needs have been cited in previous sections for the acquisition and maintenance of hardware and software, personnel, and for professional development. In addition to these items, the district also has a maintenance department that provides indirect support to the technology department by installing and maintaining electrical lines, air conditioning, construction of server closets, etc.

School Year: 2013-2014 Annual Budget Summary

Note: duplicate this page for each year as needed (if a multiyear plan)

- List the professional development and technologies to be acquired during each year of the agency's plan.
- List all funding sources for recurring services, anticipated purchases, and professional development.
- Include the total of all technology resources to support the district's technology initiatives.
- Note: At least 25% of the funds allocated to an LEA through the *Title IID ED Tech Program* (Competitive and Non-Competitive), must be allocated for professional development activities.
- This information will be helpful in completing Item 25D on the E-Rate Form 471.

Acquired Technologies and Professional Development	Ed Tech Competitive Title IID	Ed Tech Formula Title IID	E-Rate	NCLB/other than Title IID	KETS	Other (Specify)
Technology Staff salaries					\$66,293	\$78,862 General Funds
Fiber connectivity to all sites			\$41,280			\$10,320 General Funds
Apple lease payment (estimate)						\$212,000 General Funds
Dell lease payment (Wireless equipment)						\$41,200 General Funds
Infinite Campus						\$12,620 General Funds
Munis						\$5,784 General Funds
Software subscriptions (Renaissance Place, Follett, STI, Scholastic)						\$24,000 General Funds
Web Hosting						\$2700 General Funds
STLP Stipends						\$2,000 General Funds
Network Equipment Maintenance						\$7,189 General Funds