

Technology Plan Request for Review Form Rhode Island Department of Education

This form **MUST** be included when submitting a Technology Plan to RIDE for review and approval. Technology Plans submitted without this cover letter will be returned. Technology Plans must be in place, without gaps in coverage, and on file with RIDE to meet ERATE, RITEAF and grant requirements.

District Name: Tiverton School District

Private/Charter School Name: _____

Address (Street, City, ZIP): 100 North Brayton Road, Tiverton, RI 02878

TECHNOLOGY PLAN WEB ADDRESS: www.tivertonschools.org

CREATION Date listed on the plan: June 18, 2013

Enter the date plan was written.

Plan APPROVAL Date from RIDE: _____

(To be completed by RIDE. Leave this item blank.)

Plan COVERAGE Date - Select one:

<input type="checkbox"/> One Year Plan Revision / Modifications - Dates of Approved Plan Coverage: <ul style="list-style-type: none"> • FY 20____ (School Year 20____/20____) 	<input type="checkbox"/> Three Year Plan - Dates of Approved Plan Coverage: <ul style="list-style-type: none"> • FY 20<u>13</u> (School Year 20<u>13</u>/20<u>14</u>) • FY 20<u>14</u> (School Year 20<u>14</u>/20<u>15</u>) • FY 20<u>15</u> (School Year 20<u>15</u>/20<u>16</u>)
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Plans must be no longer than **THREE** years in length and include a minimum of the first FIVE elements:

- Goals and a realistic strategy for using telecommunications and information technology
- A professional development strategy
- An assessment of telecom services, hardware, software, and other services needed
- Sufficient budget and other resources needed to implement the plan. Include the services subsidized by ERATE and the local MATCH.
- An ongoing evaluation process
- Established goals and strategies for building public engagement and (business and higher education) partnerships in support of technology in the curriculum

Contact Person Requesting Plan Review: Alfred Notarianni **Job Title:** Technology Director

Phone, Fax, e-mail: 401-624-8475, 401-624-4086, anotarianni@tivertonschools.org

Contact Person's Signature: _____ **Date** _____

Superintendent's Signature: _____ **Date** _____

TIVERTON SCHOOL DEPARTMENT

TECHNOLOGY PLAN

Written: June 2013

RIDE Approval Date: _____

FY 2013 (SY2013/2014)

FY 2014 (SY2014/2015)

FY 2015 (SY2015/2016)

VISION STATEMENT

1. The Tiverton School District has equipped each building with a wealth of equipment that will allow teachers and students to utilize technology across grade levels as a learning tool, and as a means to problem solve and communicate. While student access and the acquisition of additional hardware and software is necessary our major goal for the coming three years is improve technology integration into instruction by increasing teachers' awareness of how technology can be incorporated into lesson planning by providing professional development opportunities, models, and suggestions. In order to further our integration the Tiverton School Department will look for opportunities to provide equipment that will increase student access to technology and research.

TECHNOLOGY PLANNING COMMITTEE

Member	Title	Constituency Represented
Diane Sanna	Director, Curriculum	District
David Silvestre	Teacher	High School
Judi Moore	Teacher	High School
Jan Bergandy	School Committee Member	School Committee/ Public
Deborah O'Hara	Teacher, Library Media Specialist	Middle School
Jay Szaro	Teacher	Middle School
Bryan Goodwin	Teacher	Elementary
Robert Chace	Teacher	Elementary
Alfred Notarianni	Technology Director	District
Greg Godino	Technology Specialist	District/ Parent

Zack Fenster	Teacher	High School
Vicki Blaser	Teacher, Library Media Specialist	High School

Goal 1: Goals and a realistic strategy for using telecommunications and information technology.

The Technology Committee has proposed eight objectives for using telecommunications and information technology in the district and community. While these eight objectives are not all encompassing they will provide a stable base for continued growth and integration of technology into the learning environment.

<u>Objective</u>	<u>Strategy</u>	<u>Accountability Measure</u>	<u>Timeline</u>
Provide adequate space on school-based servers for file sharing and storage to all students and staff – provide: <ul style="list-style-type: none"> • Staff Network and E-mail Accounts • Student Network Accounts 	Prior to the start of each school year the technology department in consultation with the building administrators will create and update staff and student account for the upcoming school year	Technology Director will verify that the accounts have been created and are being used	Ongoing
Provide adequate hardware and software to meet the needs of the learning environment: <ul style="list-style-type: none"> • Workstations (PC's) • Up to date Operating Systems • Access to reliable secure printing 	Follow the proposed hardware and software upgrade plans as proposed in this technology plan	Acquisition of appropriate hardware and software as needed	Ongoing
District Staff will utilize existing system to perform job duties as required; proper procedure will be followed to minimize	Provide training and encouragement for staff to use district e-mail, online work request systems, and other online systems when	Technology Director; Building Administrators will review usage logs to ensure usage of systems	Ongoing

disruption in operations	performing tasks		
<p>Improve student learning through the use of educational technology:</p> <ul style="list-style-type: none"> • Adopt the National Educational Technology Standards into core curriculum • Develop a delivery system for the integrated technology standards 	<p>Review the standards with the faculty, staff, and students.</p> <p>Explore ways to incorporate best practices</p> <p>Meet as small teams in each building to integrate standards</p> <p>SIT Forum to develop self assessment tools to monitor individual progress</p>	<p>SIT Forum Review</p> <p>Technology Committee Review</p> <p>Administrator Review</p>	Ongoing
Establish a Technology Mentor Program in each building	Find one or more staff members willing to provide guidance to other teachers or staff in the use of technology and best practices	Building Administrators; Technology Director	Ongoing
Improve Communications within the school community.	<p>Parent and Staff E-mail lists</p> <p>Parent Notification System (Connect-ED)</p> <p>District, School, Teacher Webpages</p> <p>Provide parent access portal to view student's grades, attendance and other information</p> <p>Mobile Apps for Smartphone and Tablet Devices</p>	<p>Technology Department with create and maintain lists with data provided by schools through SchoolMax.</p> <p>Technology Department will develop a solution that will run on newer technology devices i.e. Smartphone, and Tablets.</p>	2013.2014
Improve Federal, State, and Local reporting capabilities.	The Technology Director, along with key staff will research replacement SIS's used in other districts along with RIDE approved systems to make a recommendation to the Superintendent, Business Manager and ultimately School Committee.	Replacement of current system	2014-2016
Acquire eReader or electronic reading devices to integrate into current Library Media Center operations	Combine local funding with potential grant monies to acquire appropriate devices	Each Library Media Center will have devices available for student usage	2013.2014



Goal 2: A professional development strategy

The District will continue to provide all school personnel with a variety of professional development opportunities to support instructional improvement and overall efficiency.

Due to limited technology staffing we employ the “train the trainer” model to deliver our trainings, new systems and procedures. This allows us to have one advanced user in each building capable of handling low level questions and answering non technical related questions.

Continue to provide professional development throughout the school year and on as needed basis for our “Core Applications”. These desktop applications are available to all of our users.

Offer Professional Development opportunities based on staff interest and professional need.

<u>Objective</u>	<u>Strategy</u>	<u>Accountability Measure</u>	<u>Timeline</u>
The Technology Department will develop a standardized annual technology training/ review course to offer returning and new employees.	Provide the same starting point for all staff in the use of district technology	Scheduled classes Staff Attendance	Yearly
The Technology Committee will research and develop a voluntary technology self assessment tool for all staff, teachers, and administrators	Staff will be able to assess their strengths and weaknesses Develop needs basis to determine instruction	Professional Development Opportunities provided to staff	Yearly

Goal 3: **An assessment of telecom services, hardware, software, and other services needed**

ELEMENTARY LEVEL (Ranger, Pocasset, Ft. Barton):

Building Level:

- Two (2) Mobile Laptop Carts
- One (1) File Server
- T1 line for Internet Access (RINET)
- Two (2) HP Procurve 4208vl switches 1 GB Connectivity

Classroom Level:

- One (1) Teacher PC (HP DC5750)
- Digital video projector (NEC VT-700)
- VHS/DVD Connected to projector
- Four (4) Student PCs (HP DC5750)
- Internal Sound System
- Shared Network Printer

Library/ Media Center:

- Computer lab containing up to fifteen (15) PC's
- One (1) Network Printer
- Online digital card catalogue (RILINK)
- Cable Television Access

MIDDLE SCHOOL LEVEL (Tiverton Middle School):

Building Level:

- Two (2) Mobile Laptop Carts
- One (1) File Server
- Fiber Connection to THS
- Seven (9) HP Procurve 4208vl switches 1 GB Connectivity
- Four (4) Digital Video Projectors for classroom sign out
- Two (4) Computer labs containing twenty five (25) PC's per lab
- One (1) SmartBoard Lab
- Eighty (80) Classroom computer dispersed throughout the building
- One (1) Teacher PC per classroom
- Eight (8) Network Printers zoned throughout the school

Library/ Media Center:

- Computer lab containing eight (8) PC's
- Online digital card catalogue (RILINK)
- Cable Television Access

HIGH SCHOOL LEVEL (Tiverton High School):

Building Level:

- One (2) File Servers
- T1 line for Internet Access (RINET)
- Fiber Connection to THS
- Ten (10) HP Procurve 4208vl switches 1 GB Connectivity
- Eight (8) Digital Video Projectors for classroom sign out
- Four (4) Laptop for classroom sign out
- Four (4) Computer labs containing twenty five (25) PC's per lab
- One (1) Computer lab containing twenty (20) PC's per lab
- One (1) Computer lab containing eight (8) MAC's
- One (1) Teacher PC per classroom
- Eight (8) Network Printers zoned throughout the school
- Four (4) Document Camera Carts with Laptop and Projector

Library/ Media Center:

- Computer lab containing five (5) PC's
- Computer lab containing twenty five (24) PC's
- Online digital card catalogue (RILINK)
- Cable Television Access

CENTRAL ADMINISTRATION

Central Administration has upgraded and is using the Rhode Island Unified Chart of Accounts. Our goal for the upcoming school year is to roll electronic requisitions and purchase orders to improve our current ordering system and alleviating the time consuming task of creating requisitions for all staff.

DISTRICT LEVEL

In all schools, support staff, teachers, and administration have computers to provide access to our many different information systems. The systems they have access to are listed below:

- SchoolMax (Web Based Student Information System)
- TIENET (Web Based IEP Management System)
- Iplan (Web Based PLP Management System)
- mClass (Web Based Assessment Tool)
- District issued E-mail
- RIDEMap: IMS
- RIDEMap: EPSS
- RIDEMap: eCert

The Technology Committee has developed four objectives to facilitate the management of the Technology Infrastructure of the District.

<u>Objective</u>	<u>Strategy</u>	<u>Accountability Measure</u>	<u>Timeline</u>
Develop Hardware upgrade/ replacement schedule.	District Hardware will up-graded based on industry standards and needs of the district.	Upgrades occur according to priority of Technology Director; the plan is developed and followed.	2013-2016
Establish a minimum hardware specification for acquired and donated equipment.	Minimum hardware specification list will be published on the School Department Website	List published on School Department Website.	Ongoing
Develop Software upgrade/ replacement schedule.	District Software will up-graded based on industry standards, needs of the district, and compatibility of district hardware.	Upgrades occur according to the priority of the Technology Director and the Administrative Council; the plan is developed and followed.	2013-2016
Monitor ability of Technology Department to meet the needs of district personnel and students.	Monitor district needs based on TivWork requests and hardware/ software replacement schedules.	Technology Director will monitor the response time for all work requests submitted.	Ongoing

Goal 4: Sufficient budget and other resources needed to implement the plan (Include the services subsidized by ERATE and the local MATCH.)

While funding is critical to accomplish any project or task, the Technology Committee recognizes the economic conditions and fiscal constraints imposed upon the district. We have put forward a budget projection that is reasonable to attain and will sustain our existing operations.

	<u>2013.2014</u>	<u>Funding Source</u>
Staff Salaries	\$115,638.00	Local Operating Fund
Internet Access	\$18,000.00	Local Operating Fund and ERATE (45%)
Technology Supplies	\$11,000.00	Local Operating Fund
Software Licenses	\$127,000.00	Local Operating Fund
Hardware replacement	\$135,000.00	Capital Improvement Fund
Total	\$406,638.00	

	<u>2014.2015</u>	<u>Funding Source</u>
Staff Salaries	\$115,638.00	Local Operating Fund
Internet Access	\$21,000.00	Local Operating Fund and ERATE (45%)
Technology Supplies	\$12,100.00	Local Operating Fund
Software Licenses	\$127,000.00	Local Operating Fund
Hardware replacement	\$220,000.00	Capital Improvement Fund
Total	\$495,738.00	

	<u>2015.2016</u>	<u>Funding Source</u>
Staff Salaries	\$115,638.00	Local Operating Fund
Internet Access	\$21,000.00	Local Operating Fund and ERATE (45%)
Technology Supplies	\$12,100.00	Local Operating Fund
Software Licenses	\$127,000.00	Local Operating Funds
Hardware replacement	\$254,000.00	Capital Improvement Fund
Total	\$529,738.00	

Goal 5: An ongoing evaluation process

The Technology Plan will be reviewed at least two times a year, in the Fall and Spring. The Technology Committee has put forward two objectives to ensure the successful monitoring and evaluation of our plan.

<u>Objective</u>	<u>Strategy</u>	<u>Accountability Measure</u>	<u>Timeline</u>
To ensure continuous technology integration and student achievement	Maintain Technology Forum through Administrative Council Meetings and periodic Technology Committee Meetings.	Regular Item on Ad Council Agenda	On-Going
To ensure implementation of Technology Plan	Technology Committee updates/ revised plan on an annual basis	Evaluation of district needs by the Technology Director	On-Going

Methods used for evaluation will include:

- StaR Chart Assessment
- Surveys of the staff on how technology is used in classrooms
- Dialogue from Technology Committee meetings
- Monitoring and documentation of community access to technology resources and information on the district web site
- Sign-in records and evaluations from technology based teacher professional development sessions
- Support and maintenance of technology from support records

Goal 6: Develop a plan to foster community engagement.

The Technology Committee recognizes the vital role that our community and local businesses can play in the success of our efforts. Over the next three years we have put forward three objectives to engage and encourage greater participation by our stakeholders.

<u>Objective</u>	<u>Strategy</u>	<u>Accountability Measure</u>	<u>Timeline</u>
Establish relationships with: Bristol Community College UMASS Dartmouth	Create Project Based Internships for Under Graduate and Graduate Students in the School District	Establishment of program with College and student participation	2013-2016
Develop donation program with local businesses/ and Government Agencies	Solicit donations of Technology that meet the minimum standard established by the Technology Department	Acceptance and deployment of donations during the school year	Ongoing
Establish Relationship with: Tiverton Library	Develop after school computer classes for students and adults	Creation of Afterschool classes	2014.2015

Appendix A - Technology Integration Subcommittee -Findings and Recommendations

Subcommittee Members:

Judy Moore- THS Business, Zach Fenster- THS Technology, Bob Chace- Ranger, grade 3, Brian Goodwin- Ranger, grade 4, Lee McCarthy- THS English, Diane Sanna

The subcommittee met several times over the past few months to identify technology tools and applications that could increase the integration of technology into teaching and learning. The National Educational Technology Standards (NETS) and the Common Core State Standards (CCSS) were used within this work. Both sets of standards offer opportunities for students to learn content through a variety of engaging digital tools.

The attached documents show the alignment of CCSS to the national technology standards by grade span. For each standard, the committee has identified how the skills and concepts could be instructed within current schedules and programs. They have also determined the resources (time, personnel, and equipment) and professional development that would be needed. The following is a summary of the resources and PD identified:

Resources- Equipment

- **High School & Middle School-**
 - Teacher desktop/laptop, ceiling mounted LCD, wireless access.
 - Access to computer labs with headsets, ELMOs (document cameras), E-readers (tablets)
- **Elementary-**
 - Teacher desktop/laptop, ceiling mounted LCD, wireless access, 4-6 classroom computers
 - Laptop carts with headsets, (E-readers (tablets))

Resources- Software & Applications

- Microsoft Suite, Adobe, age appropriate search engines for primary and secondary documents, educational images and videos, graphing and geometry software, age-appropriate keyboarding software for elementary, multimedia software for student presentation, digital storytelling, etc.

Additional Resources

- Time and assistance for teachers to identify appropriate sites/software for students to incorporate visual images and displays (charts, tables, graphs), and multimedia to incorporate into research writing and presentations.
- Onsite coaching for the use of equipment and new applications.
 - Some schools have a technology club or School-wide Assistance with Technology (SWAT) Team, comprised of teachers and students. Scheduled as an elective or after-school club, the team provides support to teachers who are working with new equipment or applications. The team works in collaboration with the building principal and technology director to address technology issues within the building.

Professional Development

- Recommend conducting a district-wide survey to determine skill level of staff and PD interests, also to determine teachers with certain areas of expertise who would like to

facilitate PD. Survey results will be used to plan for full, half day, or afterschool sessions.

- Preliminary Suggestions for PD:
 - Teaching and Learning With Images and Multimedia
 - Visual Displays, Models and Graphics in the Math and Science Classroom
 - Using Online Collaboration Tools to Enhance Student Learning