

Technology Plan

Winship-Robbins

July 1, 2014 - June 30, 2017

Board Approved
06/18/2014

This plan is for E-Rate.

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I. Plan Duration

July 1, 2014 - June 30, 2017

II. Goals and Strategies

List goals and realistic strategy for using telecommunications and information technology to improve education services.

Goal 1: Technology will be used as a learning resource by all students to maintain or achieve proficiency in the CA Common Core State Standards in English Language Arts and Mathematics.

Objective 1.1: All students will use technology to improve their acquisition of the CCCSS in ELA and Mathematics as demonstrated by all students scoring proficient or advanced in district-adopted assessments.

Benchmarks:

- Year 1: Staff will review universal screening data, research technology resources available for ELA and Math, and receive training in those resources.
- Year 2: After using technology specifically addressing the ELA and Math CCCSS, the percentage of students scoring proficient or advanced on the district adopted ELA and Math assessments will increase to 65%.
- Year 3: After using technology specifically addressing the ELA and Math CCCSS, the percentage of students scoring proficient or advanced on the district adopted ELA and Math assessments will increase to 85%.

Implementation Plan				
Activity	Timeline	Person(s) Responsible	Monitoring & Evaluation	Evaluation Instrument
Team researches technology resources in ELA and math.	Spring 2014	admin and teachers	Present findings to staff and admin.	Staff-designed rubric for decision on adoption
Technology resources adopted and upgraded	fall 2014	admin, bookkeepers (for purchasing) and tech support from county office	programs purchased and installed	check against list of staff-approved resources
staff development provided for teachers and staff using new tech resources and programs	fall-winter 2014-15	admin and tech support	professional development calendar and staff sign-in sheet	certificates of completion
staff monitors student progress and develops strategies to improve student success	fall-winter 2014-15 and ongoing	admin and classroom teachers	data from district-adopted assessments	district-adopted assessments

Goal 2: All students in all grade levels will be proficient with the National Education Technology (NETS) grade level profile standards for students to support achievement of the CCCSS, district curricular goals, and ultimately for lifelong learning and success in our digital society.

Objective 2.1: 75% of all students in grades K-8 will be proficient or better with grade level NETS standards or district equivalent.

Benchmarks:

- Year 1: Staff will research NETS resources, design curriculum, and receive training.
- Year 2: 40% of students in grades K-8 will be proficient or better with grade level NETS standards or district equivalent.
- Year 3: 50% of students in grades K-8 will be proficient or better with grade level NETS standards or district equivalent.

Implementation Plan				
Activity	Timeline	Person(s) Responsible	Monitoring & Evaluation	Evaluation Instrument
Research NETS resources and design scaffolded K-12 NETS curriculum.	fall 2014	admin and Tech Committee	NETS curriculum materials	staff-designed rubric
Provide professional development to staff on integrating the student NETS grade level skills and standards in the curriculum	spring 2015	admin and teachers	professional development agenda and attendance sheet	curriculum that is scaffolded from grade to grade and ready to implement
Students begin systematically learning the NETS skills including technology productivity tools and information literacy, as appropriate, during curricular assignments.	winter-spring 2014-15	admin and classroom teachers	lesson plans	district-assigned assignments

List of goals and an implementation plan that describe how the district will address the appropriate and ethical use of information technology in the classroom so that students can distinguish lawful from unlawful uses of copyrighted works, including the following topics: the concept and purpose of both copyright and fair use

Goal 1: All students and teachers will clearly understand the ethical use of information technology and distinguish lawful from unlawful uses of copyrighted works, including the following topics: the concept and purpose of both copyright and fair use; distinguishing lawful from unlawful downloading and peer-to-peer file sharing, and avoiding plagiarism.

Implementation Plan				
Activity	Timeline	Person(s) Responsible	Monitoring & Evaluation	Evaluation Instrument
Update Acceptable Use Agreement for students and staff.	Fall 2014	Admin	Measure against other districts' agreements and those by CSBA or equivalent	Measure against other districts' agreements and those by CSBA or equivalent
Explore options for an appropriate curriculum that addresses all aspects of the above-stated goal.	Fall 2014	admin and Tech Committee	Discuss options with classroom teachers	rubric designed by committee
Present Acceptable Use Agreement and curriculum to the Board for Approval	fall-winter 2014-15	admin and Tech Committee	Site Councils at each site, Board agenda	district-designed rubric
Provide training on the curriculum to staff	Winter-spring 2014-15	Admin and tech staff	staff development schedule and sign-in sheets	certificates of completion or equivalent
Begin classroom instruction of the curriculum	Spring 2015	admin for oversight, classroom teachers	lesson plans	assessments from the curriculum
Staff evaluates the effectiveness of the curriculum, revising as needed	Fall-winter 2015-16	admin, classroom teachers	lesson plans, group discussions of staff members	assessments

List of goals and an implementation plan that describe how the district will address Internet safety, including how to protect online privacy and avoid online predators. (AB 307)

The district's board policy BP 6163.4(a) STUDENT USE OF TECHNOLOGY and AR 6163.4(a) were adopted on January 14, 2009 and revised on June 27, 2012. The policy and administrative regulation state that the intention of the board is that "technological resources provided by the district be used in a safe, responsible, and proper manner in support of the instructional program and for the advancement of student learning". It further states that the district will provide instruction to students that "shall include, but not be limited to, the dangers of posting personal information online, misrepresentation by online predators, how to report inappropriate or offensive content or threats, behaviors that constitute cyberbullying, and how to respond when subjected to cyberbullying."

The district also utilizes updated filtering software to block any materials from the internet that are inappropriate. The updating of this equipment and software is done on regular, yearly basis, or as needed, to be determined by the Superintendent and the Tech Support provider.

Goal 1: All students and staff will clearly understand issues related to internet safety including protecting online privacy and avoiding online predators.

Implementation Plan				
Activity	Timeline	Person(s) Responsible	Monitoring & Evaluation	Evaluation Instrument
Explore options for an appropriate curriculum that addresses all aspects of the above-stated goal.	Fall 2014	Admin and Tech Committee	Discuss options with classroom teachers.	Rubric designed by Tech Committee
Present curriculum to SITE Councils and Board for approval.	Fall-winter 2014-15	admin	comments and changes as necessary by each group	rubric designed by Tech Committee
Provide training on the curriculum to staff	Winter-spring 2014-15	admin and tech staff	staff development schedule and sign-in sheets	certificates of completion or equivalent

III. Professional Development

Provide a professional development strategy to ensure that staff understands how to use these new technologies to improve education services.

Professional development has been addressed in the previous goals.

IV. Infrastructure, Hardware, Technical Support, and Software

Provide an assessment of the telecommunication services, hardware, software, and other services that will be needed to improve education services.

Existing Hardware: Each certificated employee is provided with a laptop with wireless technology and access to at least one printer. Each classroom is fitted with an LCD projector, a document camera, and a Lightspeed Redcat microphone system. The two administrators and three office personnel have desktop PCs and either access to shared printers or a printer in the office. The cafeteria managers at each site have access to a wireless laptop for placing food orders. Each site is connected to a Sonic Firewall component for internet filtering.

ROBBINS-qty	type	name	WINSHIP-qty	type	name
1	router	Cisco 1720	1	router	Cisco 1841
1	firewall	Sonicwall TZ 215	1	firewall	SonicWall TZ215
2	network switch	HP Procurve 2610 switch	1	network switch	HP Procurve Switch 4000M
1	wireless	Ruckus Wireless Network with 4 access points	1	server	Ncomputing Voyageur xeon server
3	desktop	Dell Dimension 3000	5	desktop computers	Dell Optiplex
3	desktop	Dell Dimension 1100	3	desktop computers	Dell Cimension 3000 pentium 4
11	desktop	Acer Veriton			
3	desktop	Dell Optiplex			
1	desktop	HP Pavilion G series G6			
6	desktop	Compaq Presario			
1	desktop	Dell Dimension 2300			
1	desktop	E Machine			

ROBBINS			WINSHIP		
5	laptop	HP Probook 6560B	2	laptop	HP Probook 6560B
1	laptop	HP Probook 6550	1	laptop	Lenovo Thinkpad T400
1	laptop	HP Pavilion A6217C	5	laptop	Gateway E-4100
1	laptop	HP Pavilion M7360Y	18	laptop	Dell Inspiron 560
1	laptop	HP Pavilion A6Z17C			
1	laptop	HP Pavilion A6337C			
40	laptop	Lenovo N585			
31	netbook	HP Notebook 2000	20	net station	Ncomputing L300
26	netbook	AQcer Aspire One	21	netbook	HP Pavilion 5-e028us Notebook
59	netbook	Lenovo H535 notebooks			
8	projector	Epson powerlite 905	1	projector	InFocus IN36
8	document camera	Ipevo	2	document camera	Ipevo
1	printer multi-func	Ricoh Aficio MP 6500	1	printer multi-func	Ricoh MP C2050
1	printer multi-func	Ricoh Aficio MP C5501			
2	printer	Brother 8460N	1	printer	Brother DCP 8045D
2	printer	HP Laserjet Pro 400	1	printer	HP Officejet Pro 8600 Premium

ROBBINS			WINSHIP		
2	printer	HP Laserjet P2035			
1	printer	HP Laserjet 1320			
1	printer	HP 2055DN			
3	printer	HP Photosmart			
14	printer	HP Officejet Pro 8500			

Existing Internet Access: Each site now has a T-1 line directly connected to and managed by the SCSOS office. Wireless internet is provided to all interior areas at each site. Most personnel use the county email system with Microsoft Outlook but there are a few who prefer to use their personal email through gmail or another provider.

Existing Electronic Learning Resources: There is a minimum of one word processing program per computer at each site. The Robbins site currently has an online subscription to Accelerated Reader and both sites use IXL.com for math practice and assessment. In the fall of 2014, the Winship site will have an online subscription also to Accelerated Reader, due to the recently installed direct T-1 line. The district subscribes to the Illuminate Data Management system which will track student progress as they proceed through the grade levels.

The district has just purchased an internet subscription for "Read Naturally", an ELA remediation software for intervention at the 1st-8th grade level.

Teachers are currently looking at some possible subscriptions for the 2014-15 school year in both ELA and math, including Grammar Gallery for ELA and the Bridges Math program.

Existing Technical Support: Winship-Robbins is a small district with a superintendent/principal at the Winship site and a principal at the Robbins site. There is a secretary/bookkeeper at each site and a bilingual secretary at Robbins. There are no other administrators or support staff in the district.

Previously, the district purchased services from independent contractors, but because we employed them on an as-needed basis, we did not get immediate service. Starting in the fall of 2013, we entered into a MOU with the Sutter County Superintendent of Schools (SCSOS) Technology Department for technology support services for the installation and maintenance of desktop computers, laptops and peripherals.

In January 2014 we entered into another agreement with the SCSOS Educational Services Department for an Educational Technical Specialist. This person provides on-site support of instructional use of technology and implementation of technology for certain specified districts

within the county, including Winship-Robbins. He assists district staff with one-on-one training as well as workshops, provides limited hardware assistance, and helped prepare the sites for the Smarter Balanced Assessment this year and in the following years.

Since 2010, the district has employed the services of an independent contractor to coordinate our e-rate implementation. He files the Form 470s, posts the RFPs to the internet, helps with evaluations, and files and certifies Form 471s.

Provide an assessment of the telecommunication services, hardware, software, and other services that will be needed to improve education services.

Hardware Needed: The district is in line for funding for a hardship grant for modernization. The design phase has been completed and plans have been approved by the Division of the State Architect; we are in line for construction money when the next bond passes, possibly in November 2014. Included in the modernization plan is a new telephone system for each site.

Replacement of aging computers and peripherals must be done on a triage basis: the equipment most needing replacement will be higher on the priority list. As money becomes available for replacement of items that are not completely up to date but are still viable, the older equipment will be cycled down to the lower grade classrooms on a rotating basis, and the newer equipment will be backfilled to the upper grades.

Replacement of phone systems at both sites is in the Modernization plan.

Electronic Learning Resources Needed: Teachers and administrators at both sites are researching additional ELA and Math practice software.

Networking and Telecommunications Infrastructure Needed: In our rural area, the only available networking is provided through the already installed T-1 lines.

Physical Plant Modifications Needed: There is no need for any plant modifications at this time. However, during the life of this plan, some repair or replacement may be necessary.

Technical Support Needed: The district plans to continue the support from both the SCSOS Technology Department and the Educational Services Department. Further professional development will be needed to support teachers in the use of the Illuminate Data System.

Provide an assessment of the telecommunication services, hardware, software, and other services that will be needed to improve education services.

Year 1 Benchmark: The Robbins site needs additional desktops to replace aged-out units as well as another mobile lab of laptops. Those will be purchased with K12 Voucher funds and REAP money by the end of July 2014.		
Recommended Actions/Activities	Timeline	Person(s) Responsible

Year 2 Benchmark:		
Recommended Actions/Activities	Timeline	Person(s) Responsible

Year 3 Benchmark:		
Recommended Actions/Activities	Timeline	Person(s) Responsible

V. Monitoring and Evaluation

Describe the evaluation process that enables the school to monitor progress toward the specific goals and make mid-course corrections in response to new developments and opportunities as they arise.

The current technology planning process needs to address increased use of existing and future technology tools in curriculum, instruction and assessment. Ongoing advances in technology require the district to remain current in the areas of hardware, software, and internet-based programs. The Superintendent must review this plan with staff, both Site Councils and the Board each year to report on progress and needs.

To adequately monitor the district's and sites' progress in utilizing technology tools for teaching and learning, data will be collected in the following areas:

- Annual increases in teachers' technology proficiencies per the District Employee Technology Assessment;
- Annual increases in teachers' use of technology to enhance curriculum;
- Students' progress in mastering the CCCSS in ELA and Math
- Students' progress in acquiring technology proficiency skills
- Annual maintenance and infrastructure upgrade activities
- Adequacy of Tech Support

This data will be compiled and analyzed by the Superintendent and Tech Support personnel, and will be provided in a written report and presented to each Site Council and then the Board of Trustees annually.

Describe the evaluation process that enables the school to monitor progress toward the specific goals and make mid-course corrections in response to new developments and opportunities as they arise.

Activity	Timeline	Responsible Person(s)
Staff take EdTech Profile	each fall	staff with admin oversight
Admin & teachers meet to establish tech goals	each fall	teachers and admin
Admin & teachers meet to evaluate student data on district assessments	end of each trimester	teachers and admin
Tech committee reviews benchmarks	each spring	Tech Committee

The plan must include an evaluation process that enables the school to monitor progress toward the specific goals and make mid-course corrections in response to new developments and opportunities as they arise.

Annual Review of Goals Year One:

Annual Review of Goals Year Two:

Annual Review of Goals Year Three:

**Contact Information
(Required)**

Education Technology Plan Review System (ETPRS)
Contact Information

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