

Technology Plan:
Monroe County School District
Tompkinsville, Kentucky



<http://www.monroe.kyschools.us>

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Executive Summary

This 2012-2015 Technology Plan describes how technology will be used in the Monroe County School District to improve learning for all students. It is our commitment to provide the best education to students by furnishing a comprehensive education that will prepare them in the future as 21st century citizens.

We intend to create the capacity for an environment where teachers can collect information, collaborate with their peers, present that information in a meaningful way to students and then students research these concepts, create content to display mastery and present their findings. We are seeking new ways in which we can accommodate a better learning environment overall.

Planning Process / Methodology

Introduction

The Monroe County District Technology Plan has been collaboratively developed to meet the needs of all Monroe County students. Specific technology goals, instructional outcomes, indicators, timelines, personnel responsibilities, and funding sources have been collaboratively developed to utilize technology and technological devices to better meet the needs of all Monroe County Students.

Committee Member Selection Process

Committee members were nominated/selected by building principals based on individual technology capabilities. Building Technology Coordinators and the District Technology Department staff was automatically included on the committee.

Continuing Process

The Monroe County Technology Planning Committee will meet twice per year, once on a professional development day at the beginning of the year, and once during the second semester of each school year. The committee will continue to utilize blogs, surveys, and email to communicate needs and make continual, needed changes to the District Technology Plan. Committee members will also embark on conversations with a wide variety of staff members and students to enable them to act as an ambassador that represents all students and teachers.

Technology Goals

In today's ever expanding world of technology, it is imperative that all staff and students be able to understand and adapt with the technology around them. While technology itself is not the answer to all, technology does play a vital role in assisting the education and training of staff and students. It is our job to ensure that the technology highway remains up to date and working at maximum capacity to ensure that our staff and students are able to use all tools and resources available in today's world. While not every job is a technical job, all jobs in some form or fashion use technology, and it is our job to ensure that students be able to understand and adapt to this when entering into society.

Goal 1

Maintain/Upgrade our current infrastructure that will allow students and faculty to utilize resources with optimum efficiency.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Ensure that each facility maintains a high level of up time through Monitoring and Maintenance of network equipment.	Students and Staff will be able to utilize the provided equipment to access external information for support in the learning environment.	Monitor technology service calls to ensure that they are being responded to in a timely manner.	On-Going	Technology Department	KETS, Local
Provide adequate and timely repair of computer related issues.	Students and Staff will be able to utilize the provided equipment to promote educational opportunities.	Monitor technology service calls to ensure that they are being responded to in a timely manner.	On-Going	Technology Department	KETS, Local
Provide an "emergency" type response for Interactive Classrooms related issues.	The Interactive Classroom has become an key component in the educational process in all	Monitor technology service calls to ensure that they are being responded to	On-Going	Technology Department	KETS, Local

	of our facilities. As a result of the emergency response, there will be minimal down time.	in a timely manner.			
Ensure Wireless 1-to-1 implementation is functional.	Students and Staff will be able to utilize the provided equipment and their personal equipment to access external information for support in the learning environment.	Monitor technology service calls to ensure that they are being responded to in a timely manner. Monitor throughput and equipment.	On-Going	Technology Department	KETS, Local

Goal 2

Along with the leadership of KIDS, utilize/monitor/maintain the KEN fiber connection to the Internet. Provide/Maintain/Monitor connection to all facilities.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Provide connectivity via fiber to each facility.	Students and Staff will be able to utilize resources from multiple sources.	Utilize Proxy Reports, Bandwidth Analyzers & other diagnostic tools to ensure adequate uptime.	On-Going	Technology Department	Local, KETS & Erate
Provide Internet Connection via fiber KEN network provided by KIDS.	Students and Staff will have access to the Internet which will enable them to tap into the vast	Along with assistance from KEN and KIDS, the district utilizes ketsview tool to evaluate bandwidth issues.	On-Going	Technology Department	KEN, KETS, Local

	resources the World Wide Web has to offer.				
Utilize specific tools designed to determine network utilization issues.	Students and Staff will have a reliable network experience.	Tools such as: Wireshark, Ipscan, Nmap and other diagnostic troubleshooting utilities.	On-Going	Technology Department	KETS, Local

Goal 3

The phone system is still a very important tool in our facilities. We need to Provide/Maintain/Monitor telecommunications equipment.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Provide technical support for communications equipment.	Facilities will be able to communicate more effectively.	As Needed	On-Going	Technology Department	Local, KETS
Purchase new phone systems in each facility.	Facilities will have a more robust and functional phone system. Building to building 4 digit dialing will be implemented along with voicemail.	The schools are having consistent problems with older phone systems.	Replace every eight to ten years	Technology Department	Local, KETS & Erate discounts

Goal 4

Ensure that each building has adequate wiring for the network. Provide and maintain network (layer 1) infrastructure at each facility.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Replace aged wiring at Tompkinsville Elementary, Middle School & High School.	Students and Staff will have a robust network which will enable them to have access to networked resources.	Wiring is approaching 20 years old in each of these buildings.	Summer of 2012	Technology Department	Local, KETS, Erate

Technology Goals – Evaluation

The primary goal of the Technology Department is to provide a technically sound infrastructure which will allow students and staff to access resources while experiencing minimal interruption of service. The department uses an in-house work order tracking program used to keep up and monitor problems. This is also used to examine needs of the department and district.

It is the Technology Coordinator's responsibility to monitor the progress of the Technology Goals portion of the technology plan. Each year the Technology Planning Committee will convene twice a year to discuss the goals of each category. During this meeting, the Technology Coordinator will give a report on the progress of each of the goals outlined in the Technology section. If a goal does not meet measurable progress, the committee will re-evaluate that goal to determine the correct roadmap. If it is determined that the goal is unattainable, the goal will be removed from the plan.

Staff Training/Professional Development Goals

At the heart of any project is proper training of the individuals that will be using the product. Our district has had a Technology Resource Teacher (TRT) in place for more than seven years.

Goal 1

To develop professional development initiatives that assists the staff with their technology needs and abilities

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
TRT will provide teachers with individualized professional development in technology resources.	Increase effective use of instructional technology.	Evidence of usage in the lesson plans, walkthroughs, and observations.	On-Going	Technology Department	Local, Other Sources
The district will implement a county-wide technology seminar with training offered but not limited to Kentucky Virtual Library, Smart, Promethean Board and any other new programs with an emphasis on technology integration.	Teachers will gain a broader knowledge of technology resources for use in the classroom.	Implementation of technology in the classroom, i.e. lesson plans.	Every Year	Technology Department	Local, Other Sources
Conduct yearly surveys on needs for technology.	Improved technology training offerings for teachers and staff.	Analysis of survey results.	On-Going	Technology Department, Each Facility	Local

Goal 2

All teachers will become familiar with the Continuous Instructional Improvement Technology System and the resources available.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Each teacher will be able to login to the CIITS system and perform basic functions of the application.	Teachers will have access to the CIITS system. With this access, they will be able to produce documents to improve student achievement.	Lesson Plans, Walkthroughs	August 1 st – May 1, 2013	TRT, Classroom teachers, Principals	Local, RTTT
TRT will be assigned to each building on specific days.	Teachers will have a support system in place.	Data logs, TRT sign in sheets	August 1 st – May 1, 2013	TRT, Classroom Teachers, Principals	Local, RTTT

Goal 3

New teachers in the county will be provided proper training on classroom technology and district / school software applications.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
New teachers will be trained on our Student Information System (Infinite Campus) at the beginning of each year via individual instruction or a	Teachers will have a firm understanding on how to perform all necessary functions of our SIS.	Acceptable Knowledge of application	On-Going	Infinite Campus Coordinator	Local

seminar type format.					
Provide / Produce instruction videos for staff to watch on various applications	Teachers will be able to watch the videos at a time that is convenient to them.	Certificate for completing videos, sign in sheets	On-Going	Technology Department, TRT, School Technology Coordinator, Infinite Campus Coordinator	Local
New teachers will have training on classroom technology.	Teachers will be able to comfortably utilize the technology in their classroom.	Sign in sheets	On-Going		Local

Staff Training/Professional Development Goals – Evaluation

The evaluation of staff training/professional development will be the responsibility of the Technology Resource Teacher. The current level of technology ability of teachers will be assessed by a survey at the beginning and end of each school year. Sign in sheets and check lists will be kept on all skills taught by way of before/after school training, planning period meetings or teacher professional development meetings. All topics will be determined by survey interest and any new equipment, software or websites that are made available to staff.

Student Technology Literacy Skills

The students are given the opportunity to gain the technology skills during the regular school hours for primary through 12th grade. The technology standards are interwoven with the Kentucky Common Core standards. The purpose of integrating technology with content is to help students create a real world connection.

Link to the Program of Studies and the Kentucky Core Academic Standards:

<http://www.education.ky.gov/kde/instructional+resources/curriculum+documents+and+resources/program+of+studies/default.htm>

Goal 1

To increase students technology usage as a learning and skill building tools.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Active STLP groups will be established in all school, which will encourage participation of all students.	Increase technology usage by all students.	Completed projects and student participation	On-Going	STLP Coordinator, Technology Department	Local
Elementary students will be provided the opportunity to learn keyboarding.	Improved keyboarding skills	Assessment and usage reports	On-Going	Principal, Technology Department	Local, KETS
Elementary students will participate in various reading assessments including but not limited to STAR Renaissance Place and Thinklink.	Increase reading achievement	Assessment data	On-Going	Principal, Teachers	Local
Math students will use technology devices including but not limited to	Increase math achievement	Assessment data	On-Going	Principal, Teachers	Local

graphing calculators and Accelerated Math					
Students will use email to communicate with teachers and peers about assignments	Effective, two-way communication between students and teachers	Usage reports	On-Going	Technology Department, Teacher, School Technology Coordinator	Local
Students will use including but not limited to KET science/social studies programs, internet science/social studies programs, science/social studies Apps and Education City to enhance science/social studies skills.	Increase science/social studies achievement	Assessment data	On-going	Classroom teachers	Local

Goal 2

All students will attain proficiency in ISTE/NETS technology standards.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Pre-assessment of ISTE	Development of a prescriptive training program	Pre-assessment determined by a research based assessment tool	Various times throughout the school year	TRT, classroom teachers	Local
Training	Students will develop skills necessary to meet technology standards	Prescriptive program designed by a research based assessment tool	On-going	Classroom teachers, TRT	Local

Post-assessment of ISTE	Proficiency in 5 th grade and 8 th grade	Proficiency determined by a research based assessment tool	End of School Year	TRT, CIO	Local
Student use internet and other technology to develop ILP components.	Student provides proficient work to enhance college/career readiness goals.	Guidance counselor will monitor progress of ILP	On-going	Guidance counselor	Local

Goal 3

To provide for development of digital citizenship and instruction on the use of digital tools for research and information fluency.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
To have class sessions and information made available addressing the nine areas of digital citizenship. Explain the district's acceptable use policy (AUP)	To provide the nine areas of digital citizenship in a grade appropriate manner. Require all students to sign the AUP before granting privileges to resources.	Progressively educate students about digital citizenship by using age appropriate materials, helping them to develop strong digital habits using digital tools for research and information fluency.	2012-13	STC's	Local
To provide a public session dealing with digital citizenship and internet safety for parents and guardians.	To instruct parents about digital citizenship and encourage their support and	To encourage the involvement of parents in developing the digital habits.	Parent/teacher conferences scheduled during the school year	TRT, STC's	Local

Explain the district's acceptable use policy (AUP).	assistance.				
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Goal 4

The Internet is a wonderful place to explore. Our students need to understand the risk associated and be able to explore this vast area of knowledge safely.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Internet Safety committee team will continue to meet to determine steps needed to disseminate information to the student population.	Students will receive training to equip them with the knowledge to safely explore the Internet	Produced Video, Other methods of training	On-Going	Internet Safety Committee, Technology Department	Local
Produce Instructional / Informational video to be viewed by all facilities. One for the Elementary School and one for the Middle School & High School	Students will receive training to equip them with the knowledge to safely explore the Internet	Surveys	On-Going	Internet Safety Committee, Technology Department, Principals, Teachers, School Technology Coordinators	Local

Student Technology Literacy Goals – Evaluation

Ensuring that students are equipped with 21st century technology skills is the major driving force for this entire plan. Students will be taught various skills which are embedded throughout the Common Core Standards. Each 8th grade student will be assessed on their technology skills at the end of their 8th grade year using a research based assessment tool such as Simple Assessment. Teacher lesson plans will be documented with a variety of technology choices to present assignments and students will be encouraged to upload them to their ILP's for prospective employers or recruiters to view. Higher order thinking skills will be engaged in order to choose the most effective technology for projects. The technology staff will evaluate teacher assignments to students by way of computer lab sign in sheets and training conducted by the TRT to individual students and classes.

Curriculum and Instructional Integration Goals

It is essential for students to have access to technology during the school day in order to become technology literate. Tools will in place and adapted as student learning changes expanding the traditional classroom into a productive 21st century environment.

Authentic, real-world, long-term, interdisciplinary engaging activities must be included in this intrinsic research- based technology-rich project. Students will manage their own tasks and time, cooperate as part of a team, and effectively communicate results to both peers and adults.

Goal 1

The use of in-depth and rigorous classroom projects to facilitate learning and addressing individual differences, variation in learning styles, intelligences, and abilities to produce original student product.

Action Plan: Projects/Activities

Project/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
The use of in-depth and rigorous classroom projects to facilitate learning and addressing individual differences, variation in learning styles, intelligences, and abilities to produce original student product.	-Students must be able to purposefully access information from a variety of sources, analyze and evaluate the information, and then make useful connections between what they learn in each content area and the real world in order to make intelligent decisions.	Align technology standards with curriculum including student needs and interest	On-going	Teachers	Local

Goal 2

Use technology to support data-driven decision making that relies on data to evaluate and improve teaching and learning.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Use technology to support data-driven decision making that relies on data to evaluate and improve teaching and learning.	Provide support to help teachers disaggregate, interpret, and use data to plan, improve, and differentiate instruction.	Data from formative and summative assessments, ThinkLink, Explore, Plan, and ACT are used to plan, remediate, and differentiate instruction.	On-going	Teachers	Local

Goal 3

To improve /achieve 21st Century Learning Skills in the classroom of all students

Action Plan: Projects/Activities

Project/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Teachers will integrate the use of technology into the content areas, including but not limited to Excel, Word, Power Point Publisher and Web 2.0 tools	Teachers will use technology tools to enrich classroom in all content areas.	Student Products	On-going in the school year	TRT, Principals, Teachers	Local
Teacher and instructional leaders will use online resources including but not limited to Starfall, Dancemat Typing, Unitedstreaming, Brain Pop, E-	Enhance classroom instruction and student achievement	Teacher lesson plans	On-going in the school year	TRT, Principals, Teachers	Local

Discovery, Kentucky Virtual Library, CIITS and list serve.					
Teachers will evaluate students using a variety of assessment tools including but not limited to (Presentations WebPages, projects, Clickers, CIITS, Accelerated Reader and Accelerated Math)	Enhance student achievement	Product and lesson plans	On-going	TRT, Principals, Classroom Teachers	Local
Teachers and students will have access to district-provided electronic tools and resources at home including but not limited to (e.g. Infinite Campus, Student Documents, Renaissance Place, Education City, Dreambox, etc.)	Enhance classroom instruction and student achievement	Usage reports	On-going	Classroom Teachers, Principals	Local

Curriculum and Instructional Integration Goals – Evaluation

With the new Common Core Standards, all teachers, staff and administrators are routinely monitoring the progress toward mastery at every level in every class. For students who wish to go beyond normal high school offerings, APEX is offered along with several college/dual credit courses. These courses are encouraged and students are given every opportunity to take part. The high school guidance counselors monitor and make available all technology needed. Teachers are contacted by the TRT through one-on-one meetings to determine if all materials that are available to them are being used to the fullest potential. The high school has a strict monitoring system used for credit recovery and students who are failing that will also be used for effective technology integration and distance learning for students. Data is studied on a weekly basis of students who have the potential to fall behind. All of this can be observed through the college and career readiness results, ACT data and in-house monitoring tools.

Current Technology and Resources

The district maintains an Intel-based technology infrastructure comprising some 745 desktop workstations, 100 Laptops, 5 servers, and a gigabit Ethernet based LAN/WAN architecture deployed over managed fiber optic cable. A wireless 1-to-1 network is installed at all of our facilities. The standard for wired desktop bandwidth is 1GB. We have a fully switched network.

The district adheres to the same minimum standard workstation that is classified by the Kentucky Department of Education.

A newly purchased basic desktop workstation is equipped with a Intel Dual Core CPU; 4 GB RAM, 120 GB hard drive or higher, CDRW drive, 10/100/1000 MB NIC, 17" monitor, integrated audio.

The number of laptops in our district continues to grow. Our technology leader's in our district recognizes the technology world is going mobile. Recently, we have added several mobile tablet devices.

Microsoft Windows 2008 Server is the back-end infrastructure operating system.

Microsoft SQL Server is the database system for enterprise applications such as the Student Information System

Munis is used for accounting and inventory.

McAfee anti-virus suite provides protection for stored files, e-mail and internet web site access. EPO services are implemented at each networked workstation and server.

The standard software suited for workstation is Microsoft Office and utility software.

Infinite Campus is used to keep student records.

The district maintains a telephone in each instructional classroom/area to foster better communications between home, school, and the community. The district has a centralized PBX, which can be networked with other phone systems. All seven of our facilities are networked.

Administrative staff uses cellular phones and two-way radios for communication purposes. Also, two way radios are used on school buses to help provide safety.

Annual Budget Summary

School Year 2012

Note: duplicate this page for each year as needed

- List the professional development and technologies to be acquired during each year of the agency's plan.
- 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.

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)
Standard Software Licenses (Office, Anti-virus, etc.)						\$5,000 School Allocations
Peripheral Devices Interactive Classroom Technology						\$50000 School Allocations General Fund
STLP Activities					\$800	\$5,000 General Fund
Internet Access			\$51,200			\$12,800 General Fund
Software Additions / Updates / Maintenance					\$6500	\$28,500 Grants, Schools, PTA
Tech. Coord. at each school/ TRT/Techs./PD					\$40,000	\$190,000 General Fund
Tech. Integration PD (KTLC, KySTE, etc.)					\$3,500	\$25000 General Fund
Telephone/Long distance/ PBX/Mobile			\$44,200			\$15,000 School Allocations/ General
Wired Network, New Phone System			\$320000			\$80000 General Fund / KETS
Computers					\$1,000	\$75,000 School Allocations General Fund
TOTAL			\$415400		\$51,800	\$486,300

