

Technology Plan
Woodford County
Versailles, Kentucky

WOODFORD COUNTY
P U B L I C S C H O O L S



Where Great Minds Meet

<http://www.woodfordschools.org>

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Acknowledgments

District Technology Staff

Bob Gibson – District Technology Coordinator
James Tuttle – Network Administrator
Liz Pitcher – Technology Resource Coordinator
Cheryl Thompson – Elementary Technician
Holly Tincher – Elementary Technician
Clayton Pack – WCMS Technician
Debbie Watson – WCHS Technician

School Technology Coordinators

Candy Luttrell – Southside Elementary
Mindy Logan – Simmons Elementary
Dena Beck – Hunteertown Elementary
Melinda Caldwell – Northside Elementary
Mona Romine - WCHS

School Library Media Specialists

Dena Beck – Hunteertown Elementary
Melinda Caldwell – Northside Elementary
Mindy Logan – Simmons Elementary
Candy Luttrell – Southside Elementary

Technology Integration Specialist

Meghan Bottom – All 4 Elementary Schools
Sandy Adams – WCMS and WCHS

Additional District Contributors

Scott Hawkins – Superintendent
Jimmy Brehm – Chief Academic Officer
Martha Jones – Student Achievement Coordinator
Misty Higgins – Programs Director
Tracey Francis – Special Education Director
Garet Wells – DPP
Amy Smith – Chief Financial Officer
Ambrose Wilson – Board Chair Person
Margie Cleveland – Board Member
Karen Brock – Board Member
Debby Edelen – Board Member
Sherri Springate – Board Member
School Principals

Students

Ingrid Brinegar – WCHS
Kevin Lausche – WCHS
Brody McCoun – WCHS
Eduardo Garcia – WCHS

Other

Table of Contents

<u>EXECUTIVE SUMMARY</u>	<u>1</u>
<u>PLANNING PROCESS AND METHODOLOGY</u>	<u>2</u>
<u>CURRENT TECHNOLOGY AND RESOURCES</u>	<u>3</u>
<u>CURRICULUM AND INSTRUCTIONAL INTEGRATION GOALS</u>	<u>4-5</u>
<u>CURRICULUM AND INSTRUCTIONAL INTEGRATION GOALS – EVALUATION</u>	<u>5</u>
<u>STUDENT TECHNOLOGY LITERACY GOALS</u>	<u>6</u>
<u>STUDENT TECHNOLOGY LITERACY GOALS – EVALUATION</u>	<u>6</u>
<u>STAFF TRAINING/PROFESSIONAL DEVELOPMENT GOALS</u>	<u>7</u>
<u>STAFF TRAINING/PROFESSIONAL DEVELOPMENT GOALS – EVALUATION</u>	<u>7</u>
<u>TECHNOLOGY GOALS</u>	<u>8-10</u>
<u>TECHNOLOGY GOALS – EVALUATION</u>	<u>10</u>
<u>BUDGET SUMMARY</u>	<u>11</u>
<u>ATTACHMENTS/APPENDICES (OPTIONAL)</u>	<u>11</u>

Executive Summary

The Woodford County Schools Technology Plan is designed to address the needs of our district both operationally and instructionally. This includes addressing infrastructure, communication, workflows, instructional integration and the preparation of our students to be 21st Century Digital Learners & Citizens. The plan includes maintaining current systems while preparing for the future by looking at technology trends and pooling our resources in areas that can have the greatest impact on student success. Progress on district goals is reported to the Superintendent on a weekly basis and to the Board of Education as requested.

Planning Process / Methodology

Development

During the past year, administrators, teachers, media specialists, and students from our district have met regularly to evaluate our district and schools' technology needs. This includes feedback from the Superintendent's Cabinet, School Technology Committees, Technology Department Cabinet, and Superintendent's Student Council. The feedback from these meetings resulted in the creation/revision of the goals in this plan.

Implementation

Our entire district administration, school level administration and technology staffs share in the responsibility of implementing the elements included in this plan. Each year the schools develop priority lists in conjunction with district goals and we utilize funding to meet those priorities. It is key that schools work to leverage funding outside of KETS, which can include grants, Section 6 funds, Title I, PTO and facilities. This structure allows us to maintain technology resources, as well as, expand where needed.

Evaluation

All school leaders share a responsibility in the evaluation of the plan; however, district technology leadership evaluates the progression of goals and projects on a weekly basis. An evaluation section is included in this plan to help evaluate progress toward goals and to gather feedback from constituents. We will continue to utilize our existing committee structures to gather information from teachers, students & parents district wide.

Current Technology and Resources (Updated 4/30/2018)

# of Computers (students, teachers and staff)	915
# of Student iPads	754
# of Student Chromebooks	3581
Number of Schools Connected via Fiber WAN	100%
% of LAN ports switched 1GB or above	100%
% of schools connected to traditional phone system	0%
% of intelligent classrooms (display and sound)	100%
# SIS Clerks and SIS District Coordinator	7
# of School Based Technology Staff	4
Network Administrator	1
CIO	1
Curriculum and Administrative Assistant	1
TIS	2
# of Servers	16
# of Servers End of Life	2
# of Schools with High Capacity Wireless	7
# of Schools with 100% wireless coverage	7

Curriculum and Instructional Integration Goals

Goal 1

Maintain the 1:1 device program at Woodford County High School and Woodford County Middle School and continue device opportunities at elementary level.

Action Plan: Projects/Activities

Project/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Sustain and maintain the 1:1 device program at WCHS and WCMS	Increased student access to content, collaboration among teachers and peers, better formative assessment data.	Technology Readiness Survey	July 2017 to June 2020	CIO, WCHS Principal, WCMS Principal Technology Staff, District Administrative Staff	General Fund Student Instructional Fees Student Insurance Fees
Maintain number of mobile computing devices in K-5.	Increased student access to content, collaboration among teachers and peers, better formative assessment data.	Technology Readiness Survey	July 2017 to June 2020	CIO, District Technology Staff, School Principal	KETS School Funds PTO Title 1

Goal 2

Expand teacher utilization of a classroom website and/or Learning Management System (LMS) district wide.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Present teachers with quality websites and/or LMS solutions to establish a digital classroom and/or presence.	Instructional collaboration by students, parents, and teachers in all academic areas.	LMS and/or Website Usage Charts	July 2017 – June 2020	CIO, Network Admin, TIS, Technical Staff, District Teachers	General Fund KETS

Goal 3

Implement and maintain mobile internet access at home for free/reduced lunch students who can't gain access on own.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Check out through WCMS and WCHS libraries mobile service hot spots connected to our network on daily basis to qualified students.	Continuation of instruction at home for students without Internet access on their own. This allows instructional collaboration by students, parents, and teachers in all academic areas.	LMS and/or Website Usage Charts	July 2017 – June 2020	CIO, Network Admin, TIS, Technical Staff, Teachers, and WCHS and WCMS Librarians	General Fund KETS

Curriculum and Instructional Integration Goals – Evaluation

One of our main goals is to put technology into the hands of students and teachers as an instructional and learning tool. A major goal is to maintain the 1:1 student to computer ratio at our high school and middle school then create the same ratio for grades 3 through 5 in our elementary schools. This initiative is designed to increase student access to content and educational resources, collaboration among teachers and students, utilization of quality formative assessments and data, and finally increase the 21st Century digital learning skills of our students. These goals are dependent upon funding, but the general goals of creating a 21st century curriculum and learning environment will be established through this process. The goals of creating a 21st Century curriculum and learning environment so that students have greater control of the time, place, and pace of learning. The 1 to 1 initiative will be used to innovate and individualize the student learning experience so that each students' needs are met to maximize growth and achievement.

Data analysis and results will indicate a narrowing of the achievement gap.

Student Technology Literacy Skills

Goal 1

Continue student technology literacy instruction to create responsible digital citizens.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Continue implementation of current technology literacy skills into K-12 instruction.	Students will demonstrate technology literacy skills through the creation of digital products.	Evaluation by teachers of the digital products created by students.	July 2017 – June 2020	Teachers, CIO, TIS, Principal	N/A
Students will complete middle school DDL in 5 th grade and high school DDL in 8 th grade.	Create responsible digital citizens.	Student successful completion of DDL.	July 2017 – June 2020	TIS, CIO, Media Specialist, Principal	N/A

Student Technology Literacy Goals – Evaluation

Student proficiency will be evaluated during library rotation courses (elementary) for digital literacy and operational skills, as well as, internet safety and responsible usage through the DDL at grades 5 and 8.

Staff Training/Professional Development Goals

Goal 1

Conduct professional development for teachers covering a variety of technology/instructional topics.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Host Professional Development trainings for teachers in individual and small group sessions.	Increase teacher capacity for creating interactive instructional activities.	TIS Schedule of PD sessions	July 2017 – June 2020	CIO and TIS	Technology Department Fund General Fund

Goal 2

Provide parent resources through district website to raise digital awareness.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Post and promote parent resources on district website.	Raise digital awareness for parents.	Digital responsibility displayed by students.	July 2017- June 2020	CIO, TIS, Technology Department.	N/A

Staff Training/Professional Development Goals – Evaluation

We will offer individual, whole faculty, and small group staff trainings and professional development sessions based on identified needs. Professional development sessions will have a sign in sheet to document attendance. Surveys will be provided to evaluate the effectiveness of the professional development sessions and to allow participants to identify needs for future sessions.

Technology Goals

Goal 1

Maintain 100% of district's instructional classrooms with an intelligent design, including a minimum of a display device and enhanced sound.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Update Intelligent Classrooms as needed	Increased interactivity, use of web resources in class, better presentation quality.	Tech Readiness Survey, Inventory, Teacher/Tech Survey	July 2017 – June 2020	CIO/Technical Staff/Maintenance	KETS/Facilities/School Funds

Goal 2

Maintain current technology and continue to replace approximately 1/5 of all core instructional workstations each year based on age and functionality.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Replacement of approximately 1/5 of the student and teacher-based computers per year. Maintain mobile instructional solutions for Teachers.	Responsive technology that meets minimum KETS standards for instruction. Creation of Digital Learners.	Tech Readiness Survey, Order History.	July 2017 – June 2020	CIO/Technical Staff/School Principal	KETS RFP School Funds PTO Title I

Goal 3

Update and upgrade district and school network infrastructure and maintain high capacity wireless access at each school.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Maintain all switches to a minimum of 1GB/s with 10 GB/s uplinks.	Responsive and faster desktop access for instructional	Port Speed analysis.	July 2017 – June 2020	CIO/Technical Staff	KETS/Local Funds/Facilities/ERATE

	applications & work flow				
Maintain sufficient POE switching and wireless access points to maintain high capacity wireless access to all classrooms.	Mobile computing initiatives require wireless access, increased access for students and teachers will have a direct impact on instructional outcomes.	Technology Readiness Survey, Order History, Survey	July 2017 – June 2020	CIO/Technical Staff/Vendor	KETS/ERATE/Facilities

Goal 4

Maintain 10 GB/s and high-speed Wide-Area Network to all schools.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Bid and award new 5-year WAN contract for fiber connectivity as a leased service.	Crucial to access all digital resources, instructional and administrative.	Contract	July 2017– June 2020 Current contract expires 6-30-2019	CIO/Technical Staff/District Administrators	General Fund ERATE

Goal 5

Maintain mobile and digital phone service systems.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Continue and maintain MTM & Tariff based contracts for mobile & Inter/Intralata Phone service.	Required for administrative communication to run school system & for communicating with parents and students.	Monthly Bills	July 2017 – June 2020	CIO/CFO/District Administrators	General Fund ERATE

Goal 6

Maintain webhosting service and mass notification system to create quality stakeholder communication tools that are user-friendly for the district and each school.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Install and maintain webhosting service after awarding bid.	Communication between all stakeholders	Contract	July 2017 – June 2020	CIO/CFO/District Administrators	General Fund ERATE
Utilize a mass communication telephone/texting/emailing service to communicate with stakeholders.	Increased communication between all stakeholders	Contract	July 2017- June 2020	CIO/CFO/District Administrators	General Funds ERATE

Technology Goals – Evaluation

The vision and goals that we have set revolve around creating a connected community of learners. This requires connected classrooms, functional high-speed computers and high-speed network access. Only in this way will technology be used as a tool in the classroom and produce students with 21st Century Technology Skills. We will use our Technology Readiness Survey and inventories to track these areas. Many of our overarching goals are budget dependent and that has been noted. We will continue to adjust our plan as priorities and technologies change. We will keep our leadership and school board updated on a regular basis.

Budget Summary

Note: Budget below is for each school year July 1st, 2017 through June 30th, 2020

Acquired Technologies and Professional Development	GENERAL FUND	KETS/E-Rate	Other (Specify)
Local/Long Distance Telephone	\$30,000		
Mobile Phone and Data Plan Service	\$24,000		Program Budgets
MiFi Data Plan for Students and Staff	\$22,000		
Leased Fiber Service for WAN	\$132,000		
Network Infrastructure (Upgrades, Maintenance, Licensing)		\$70,000	
1 to 1 (WCMS and WCHS) Computing Initiative	\$125,000		\$75,000 Student Fees
Computer Workstations and Instructional Technologies		\$90,000	\$40,000 Title I, School Section 6, Dept. Budgets
Software Licensing		\$20,000	
Video Security Camera System (Maintenance)		\$20,000	
Professional Development (Google, FocalPointe, Edgenuity, etc.)			\$3000 Tech Dept. Budget
Electronic Door Access System (Maintenance)		\$10,000	
Web Hosting Services	\$8000		
Copier Lease			\$94,120 School Budgets and Dept. Budgets
TOTAL – Grand Total \$763,120 per school year	\$341,000	\$210,000	\$212,120

Budget Summary – Narrative

The funding that makes up the technology budget comes from several sources. They include, KETS, General Fund, Student Fees, School Section 6, Title I, District Level Dept Budgets, and E-Rate. The coordinating individual for all purchases which include technology is the CIO who approves all technology related purchase orders and ensures the proper commodity codes are utilized. All purchases support the district vision, technology plan goals, and instructional goals implemented by curriculum department.

Attachments/Appendices (Optional)