# Technology Plan Update for 2012-2014

# **Preparing for the Future**

Pulaski County Schools

Somerset, Kentucky


http://www.pulaski.net/programs/technology.asp

Creation Date: December 6, 2011

Plan Start Date: July 1, 2012

Updated:  December 5, 2012

Plan Expiration Date: June 30, 2014

## Acknowledgments

This report results from the concentrated effort by the **District Technology Leadership Team** whose extraordinary dedication has brought the assigned project to completion. Most importantly, the District Technology Leadership Team extends its heartfelt thanks to the administrators, staff members, students, parents, and community members who assist our district in the integration of technology in instruction.

| **District Technology Staff** | **School Technology Coordinators** |
|---|---|
| Teresa Nicholas, District Technology Coordinator | Janel Grider, Burnside Elementary |
| Dave Perison, Microcomputer Specialist II | Annette Lawrence, Eubank Elementary |
| Pam Goff, Executive Secretary | Sarah Burnett, Nancy Elementary |
| | Deanna Wahlman, Oak Hill Elementary |
| **School Library Media Specialists** | Lori Phelps, Pulaski Elementary |
| Julie Dick, Northern Middle School | Ronda Crawford, Shopville, Elementary |
| Janel Grider, Burnside Elementary | Michelle Marcum, Southern Elementary |
| Annette Lawrence, Eubank Elementary | Wendy Hampton, Northern Elementary |
| Lori Phelps, Pulaski Elementary | Jason Sammons, Southern Middle |
| Wendy Hampton, Northern Elementary | Lana Mayfield and Chris Hayes, Northern Middle |
| Charity Edwards, Southwestern High | James Murray, Pulaski County High |
| | Charity Edwards, Southwestern High |
| **Additional District Contributors** | Mark West, Pulaski Central Alternative |
| Joey Simmons, Assistive Technology Specialist | Tammy Roberts/Violet Finch, Day Treatment Center |
| Lisa Colyer, District Writing Consultant/CDIP Coordinator | Donna Bullock, Memorial Education Center |
| Rebecca Wright, Director of Finance | |
| Dr. Mike Crowhurst, CTE Coordinator | **Curriculum Specialists** |
| Patrick Richardson, Assistant Superintendent | Angela Robinson, Burnside Elementary School |
| | Karen Smith, High School Curriculum Specialist |
| Students: NMS, PCHS, SMS, and SWHS student advisory groups | Aubrey Pennington, High School Curriculum Specialist |
| | Other |
| | |

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# Executive Summary

Each year the Pulaski County School System updates its Comprehensive District Improvement Plan (CDIP), in which general technology activities are embedded. This Technology Plan is a directive of the 2012-2014 CDIP. The purpose of the Technology Plan is to provide detailed information regarding the district's technology vision and a plan of action to achieve its technology goals and vision.

The person responsible for coordinating the technology activities is the District Technology Coordinator in partnership with the Information Systems staff and the District Technology Leadership Team. The Leadership Team is comprised of the School Technology Coordinators, Library Media Specialists, Assistive Technology Specialist, and Curriculum Specialists. These groups as well as other teacher leaders in the schools have received ongoing training to continually develop, implement and refine technology knowledge and skills. The purpose of all training is for participants to model their newly acquired technology skills, via the Professional Development Direct (PD Direct) model, with other teachers and staff with the goal to increase the integration of technology into curriculum, instruction, assessment and administrative processes. Utilizing technology to provide engaging, anytime-anywhere access will result in increased student achievement. Utilizing technology for administrative duties will increase efficiency and access to administrative staff. School and district administrators, along with support personnel, participate in district trainings as well as sessions customized to their needs. The technology groups are advocates for their groups' technology plans and needs. From their input an effort is made to find common needs issues and solutions that can be addressed at the district level.

Each school team provides technology leadership at the school level, but also assists district technology staff in the development of a vision for the entire school system. As part of the team's efforts, the current status of technology and its role in regard to students, faculty/staff, parents, and the community is communicated during meetings, electronic mail, and technology self-assessment. From a synthesis of the information collected, the vision was updated, and a set of goals and objectives were established to help the district achieve our vision as stated below:

**Pulaski County Schools will build a learning community that promotes lifelong learning and technology literacy. Learners will be able to interact successfully in a technology rich environment with embedded information and communications technologies to achieve their personal, education and workplace goals. They will skillfully use technology to access, retrieve, and use information in a global society.**

# Planning Process and Methodology

Formal technology planning began in Pulaski County Schools in February, 1995. At that time members representing staff from central office and each district school met to discuss the district's needs for a clear technology plan and agreed that the development of a District Technology Plan was a priority. The original committee met regularly for four days and developed a vision statement, survey instrument, goals, and objectives. The first formal technology plan was established to coincide with these results.

Since 1995, the Kentucky Department of Education (KDE) has required a comprehensive improvement plan, formerly called a consolidated plan, from each district. The CDIP serves as the tool in which the district communicates its goals, priorities, and strategic activities to KDE, school stakeholders, and the community. As stated previously, the Pulaski County Technology Plan is a directive of the 2012-2014 CDIP, and its purpose is to provide a plan of action to achieve the district's technology vision and goals in addition to supporting other district goals as outlined in the 2012-2014 CDIP.

The technology planning committee, consisting of representatives from central office and each district school including middle school and high school student advisory groups, meets in person and virtually to review and revise The Pulaski County Technology Plan annually. The plan is evaluated throughout the year to monitor progress via the CDIP I&I checks which are submitted twice per year (May and November). The committee considers all data available in the review and planning process and plans accordingly in order to ensure that we continue to move forward on our journey toward the vision.

Pulaski County Schools continues to strive to reach all goals as set forth in the 2011-2012 technology plan. Goals 1, 2 and 3 for Technology Vision and Goals have already been met with the exception of the Southern Middle School infrastructure upgrades. These upgrades are part of a planned construction project which is ongoing and expected to be concluded in the summer of 2012. The activities identified to improve student technology literacy skills are ongoing. Students have received instruction focused on digital citizenship through regular classroom lessons, guest speakers including presentations by the district school resource officers and via a Pulaski County video on school safety. This is an ongoing activity that will be continued as a part of regular technology planning. Five schools have active STLP groups with 4 presenting at the regional showcase in November resulting in invitation to the state showcase in the spring of 2012. The activities identified to increase integration of technology into curricula and instruction are ongoing. Schools have been provided with the necessary tools (software and hardware) but all teachers have not utilized the resources fully. Ongoing, job-embedded professional development will be provided to promote the use of the intelligent classroom components and utilization of classroom webpage resources including web 2.0 tools to enhance and extend instruction. The activities set forth for staff training and professional development are ongoing. The district no longer employs a district TIS due to budget issues which has resulted in a decrease in the number of professional development activities available at the district level. However, training continues to occur with teacher leaders in the schools who in turn provide training within the school setting. Assessment of teacher technology skills occurs annually and results of those evaluations are used to determine district wide professional development opportunities. Goals that were not accomplished center around student technology proficiency. Because of budgetary issues, IC3 certification is not currently available and the district is in the process of designing a technology proficiency examination that can be utilized annually with all identified students at no additional cost.

# Current Technology and Resources

The following data was included in the Technology Tools Readiness Survey submitted to KDE in December, 2011.

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| Total Number of Elementary Student Workstations = 1791 |
| Total Number of Secondary Student Workstations = 1006 |
| Total Number of Teacher Workstations = 581 |
| Total Number of Administrator and other personnel Workstations = 440 |
| All workstations use Win XP or higher OS and connect using Internet Explorer |
| All schools have an STC who is paid a stipend |
| All schools are connected to WAN via Fiber |
| Projector = 547 ceiling mounted units and 10 mobile units |
| Interactive White Boards = 499 mounted with 4 mobile |
| Student Response systems = 100 |
| Interactive Slates = 233 |
| Document cameras = 320 |

All schools are connected to WAN via fiber, aggregated 1 gig connection to the data center nearing full utilization. With increased demands, there will be a need for speed upgrades within the next 2 years. Additionally, the old wireless system is reaching end of life and will slowly be replaced. The new system in place at the high schools has higher density capacity for more clients at higher speeds. This will allow us to move forward to fully support the integration of personally owned devices.

To maintain and support all district technology, the board employs nine technology support personnel including: 1 District Technology Coordinator (DTC), 1 Network Administrator, 1 Systems Analyst, 3 Microcomputer Specialists, 2 Communication Wiring specialists, and 1 Executive assistant. In addition, each school has a school technology coordinator (STC) that assists district staff in maintenance and training.

Training is a key to technology integration success. The DTC and STC'sconduct scheduled and as-needed training on various technology equipment and software to facilitate integration into instruction and learning. Students receive training to promote the knowledge and use of technology appropriate to enhance educational experiences. District technical staff have all received training and are A+ certified. Additionally, technical staff members attend district, regional and state provided training to continue to develop skills and knowledge in order to maintain a reliable system to support educational endeavors.

The technology department coordinates all technology purchases and provides technical support to all sites in the school district. The technology department meets on a monthly basis to discuss progress and concerns regarding current projects and issues. The District Technology Coordinator attends biweekly curriculum and instruction meetings and also meets with the Superintendent and Central Office staff monthly.

# Curriculum and Instructional Integration Goals

## Goal 1

Provide schools with appropriate technology tools and software to enhance learning for all students

## Action Plan: Projects/Activities

| Project/Activity | Instructional Outcome | Indicator | Timeline | Person(s) Responsible | Funding Source |
|---|---|---|---|---|---|
| Provide access to software for learning including diagnostic, remediation and acceleration (NovelStar, ALEKs, Read 180, Reading Horizons, Read/Write Gold, SuccessMaker Math and Reading, Accelerated Reading and Math, SMART, ActivStudio). | -Students will have access to effective learning tools including those for remediation and acceleration allowing opportunities for increased differentiation to meet individual student needs.<br>Teachers will have access to software in lesson design, teaching and for evaluation of student performance resulting in increased engagement and effective differentiation. | -Increase in Proficiency as measured by KPREP<br>-Increase % of students meeting benchmark on EPAS system.<br>-Increase % of students identified as career/college ready. | 7/2012 – 6/2014 | Principals, Curriculum Supervisors | General funds, Title I, IDEA, KETS, SEEK |
| Teachers will maintain up-to-date classroom | Stakeholders (parents and students) will have | -website hit counter<br>-teacher and parent | Ongoing | Principals, curriculum specialists | KETS, USF/eRate |

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| webpages including utilization of web 2.0 tools. | access to up-to-date classroom and school information, events, lessons and learning activities resulting in increased collaboration between the home and school for improved academic achievement for all students and increased participation of parents in the education of their children. | login reports<br>-lesson plans reflecting use of blogs, wikis, etc | | | |
| Teachers/Schools will utilize software to record and share special student activities/events, newscasts, and instructional videos. | - Teachers will have the ability to provide seamless integration of high quality interactive instruction to all students at anytime and anywhere.<br>- Students and parents will be able to access instructional content on demand as a means of review, remediation or acceleration.<br>- Daily announcements and school news shows | -Increase in Proficiency as measured by KPREP<br>-Increase % of students meeting benchmark on EPAS system.<br>-Increase % of students identified as career/college ready. | Ongoing | Principals, curriculum specialists | No additional funds required |

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| | can be made available to parents and community members via or on-demand access. | | | | |
| Support teleconferencing hardware and facilitate the use of teleconferencing sessions between schools within the district and outside the district | Teachers will be able to participate in small professional learning communities to share ideas and develop common assessments and instructional practices | -Attendance rosters<br>-Conference logs | Ongoing | District technology personnel | No additional funds required |
| Maintain/install classroom cameras to serve needs of alternate education opportunities. | -All students will have access to quality instruction with a highly qualified teacher through distance learning and/or access to recorded lessons. | -Increase in Proficiency as measured by KPREP<br>-Increase % of students meeting benchmark on EPAS system.<br>-Increase % of students identified as career/college ready. | Ongoing | DTC, Asst. Superintendent, Principals | General funds, Buildings and Grounds |

## Curriculum and Instructional Integration Goals – Evaluation

Pulaski County Schools continually works to integrate technology into curriculum and instruction with the goal of enabling teachers to provide rigorous lessons that will appeal to multiple learning styles ultimately improving student engagement and success. All classrooms are equipped with Intelligent Classroom components including ceiling mounted projectors, interactive white boards, integrated sounds systems and classroom webpages that support the use of Web 2.0 tools. All schools also have access to document cameras and student response systems. In addition to these standard components, high school classrooms are beginning to have video cameras installed that are integrated into the classroom so that instruction can be streamed to provide distance learning opportunities for students in alternate education settings. This integration also allows teachers the opportunity to record lessons that can then be posted and accessed by students on demand. All of these efforts are in place in order to provide all students with access to information and support as needed with the ultimate goal of improving performance and ensuring all students are college and/or career ready when exiting the Pulaski County School System.

The district employs a district technology coordinator, five district technicians and a school technology coordinator in each school to support the integration of technology in the classroom. Professional development is a key to success therefore training and support is available for all technology components whether by in-district staff or vendors.

Data will be gathered from multiple sources including:

- KPREP reports reflecting increase in the percentage of students scoring Proficient/Distinguished with corresponding decrease in percentages of students scoring Novice. Curriculum, instruction and assessment will be adjusted as necessary to improve student performance.
- EPAS reports (Explore, Plan and ACT) reflecting an increase in the percentage of students meeting benchmarks.
- Website analytic tools reflecting student interactivity with classroom webpages including participation in blogs/wikis.
- Observations: District curriculum team will use the eWalk system and customized observation template to monitor classroom instruction including the integration of technology. Reports will be shared on a monthly basis with the curriculum team. Feedback will also be provided to teachers and school administration on an ongoing basis.

The information gathered will be shared with all stakeholders via CDIP I&I reports as well as presentations at board of education meetings, principal meetings, curriculum team meetings and staff meetings.

# Student Technology Literacy Goals

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

All students will receive targeted training and experiences in integrating technology effectively and appropriately into everyday learning and life thereby empowering them to compete in a modern, global society

## Action Plan: Strategies/Activities

| Strategy/Activity | Instructional Outcome | Indicator | Timeline | Person(s) Responsible | Funding Source |
|---|---|---|---|---|---|
| District and school staff will conduct lessons focused on online safety, digital citizenship and digital etiquette throughout the year at all grade levels including review of AUP with all students within week 1 of school. | - Students will have an increased awareness of appropriate online behavior and practice digital citizenship in all aspects of their education and online life. | - Disciplinary referrals for inappropriate technology use.<br>- PACES (Pulaski Assessment of Computer Expertise for Students) reports on self-reported inappropriate behavior online. | Ongoing | Principals, DTC, SRO | No additional funds required |
| Provide access to web 2.0 tools in the classroom. | - Instruction will promote the concept of collaboration and the 21st century emphasis that learning is continual and not limited to | -Lesson plans<br>-Observations using eWalk<br>-Website reports | Ongoing | Principals, STC, DTC | No additional funds required |

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| | the school classroom. Learning takes place in the global classroom. | | | | |
| Purchase equipment, software and other materials for STLP. | Students will be able to acquire higher level thinking skills and also compete at technology competitions. | -Participation in regional and state STLP showcase.<br>- Student technology skills assessment | Ongoing | DTC, STLP sponsors | KETS, school activity funds |
| Provide access to educational hardware and/or software to enhance learning and provide diagnostic and assistance or support for those in need of remediation or acceleration. i.e. Aimsweb, Thinklink, Novelstar, ALEKs, MAP, Reading Horizons, Waterford, SuccessMaker, KYVL Read 180, Renaissance Learning products | - Students will have the ability to use technology in remediation to develop skills or in acceleration to enhance learning. | -Increase in Proficiency as measured by KPREP<br>-Increase % of students meeting benchmark on EPAS system.<br>-Increase % of students identified as career/college ready. | Ongoing | Principals, Curriculum Supervisors, DTC | No additional funds required |
| Students in grades 6 – 12 will continue to utilize the Individual Learning Plan (ILP) program | -Students will have access to up to date information regarding career and college options. | -ILP completion reports. | Ongoing | Principals and district ILP coordinator | No additional funds required |

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| to explore careers and set goals. | | | | | |

**Goal 2**

All 8th grade and 12th grade students will be proficient in technology as evidenced by district assessment/observations.

## Action Plan: Strategies/Activities

| Strategy/Activity | Instructional Outcome | Indicator | Timeline | Person(s) Responsible | Funding Source |
|---|---|---|---|---|---|
| Schools will have student technology leadership programs that work collaboratively to solve school based problems. | -Students will learn advanced technology and leadership skills | -Participation rates at regional and state STLP showcases | Ongoing | STC, STLP sponsor, DTC | KETS, School activity funds |
| A technology assessment tool will be obtained and/or developed to assess student technology skills. | -Data will be available to determine proficiency levels for students in grades 8 and 12. | -Proficiency levels of 8th and 12th grade students | Ongoing | DTC | No additional funds required |
| Keyboarding will continue to be implemented in grades 3 and 4. | -Students will possess keyboarding skills.<br>-Students will be able to efficiently use programs/complete assignments utilizing computers. | -Classroom observations<br>-Completion of assignments/assessments in given time period. | Ongoing | Principal, curriculum specialist | No additional funds required |
| PCS curriculum guides will include activities to meet the Program of | -Students, teachers and parents will be knowledgeable of the technology | -Curriculum guides.<br>-Lesson plans | Ongoing | Principal, Curriculum supervisors, and Curriculum | No additional funds required |

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| Studies guidelines and incorporate the 9 components of digital citizenship. | skills expected at each grade level.<br>-Students will receive instruction and develop an understanding of digital citizenship | | | specialists | |

# Student Technology Literacy Goals – Evaluation

Pulaski County Schools continually works to improve student technology literacy through a variety of activities including participation in computer lab classes, STLP programs, guest speaker presentations as well as through integration of technology in daily instruction. Students are expected to interact with technology tools daily through the 21st Century classrooms (interactive white boards, student response systems, document cameras), educational software (SuccessMaker, Read 180, NovelStar, Study Island, ThinkLink, ILP) and project assignments requiring the use of productivity software (MS Office) and participation in classroom blogs. Through Advanced KY training and with access to the many tools, teachers are collaborating across disciplines and grade levels to create engaging lessons. These lessons require student collaboration and critical thinking for success.

Students are formally and informally evaluated in regards to technology literacy. Students must demonstrate technology proficiency in a variety of ways including through regular classroom assessments and projects, observations, and district assessments. Students are formally assessed on technology literacy at grades 8 and 12.

Data will be gathered from multiple sources including:

- **Pulaski Assessment of Computer Expertise for Students (PACES),** a technology self-assessment for students developed by district personnel as a needs assessment tool. School results are shared with respective principals to guide discussions on technology curriculum and school improvement. The district results are used to guide district technology activities and training opportunities with students.
- **PCS Technology Literacy Exam:** an assessment tool to evaluate student mastery of technology skills. School results will be shared with respective principals to guide discussions on technology curriculum and school improvement. The results are also reported as part of the Technology Tools Readiness Survey as a measure of proficiency for 8th and 12th grade students.
- **Disciplinary reports:** A survey of discipline reports district wide and by school will be used to monitor numbers of referrals because of inappropriate technology use. Discipline data will be shared with principals and district administration. Results will be used to identify areas of need for presentations and classroom instruction.

The information gathered will be shared with all stakeholders via CDIP I&I reports as well as presentations at board of education meetings, principal meetings, curriculum team meetings and staff meetings.

# Staff Training/Professional Development Goals

## Goal 1

Empower teachers to integrate technology in instruction and learning activities on a regular basis.

## Action Plan: Strategies/Activities

| Strategy/Activity | Instructional Outcome | Indicator | Timeline | Person(s) Responsible | Funding Source |
|---|---|---|---|---|---|
| District DTC and STC's will work with individual teachers and small learning communities to embed use of technology skills in lesson designs and student learning activities. | - Students will apply technology skills in the successful completion of learning projects in all content areas.<br>- Build school level technology leadership capacity. | -Formal and informal observations.<br>-eWalk data<br>-Lesson plans | Ongoing | DTC, STC's and principals | General Funds |
| Provide information, training, and support to all teachers, administrators and students on streaming hardware, software and interactive web services for instructional integration. | -Teachers will have the ability to routinely record and post instructional videos via teacher websites providing for Anytime, Anywhere learning for all students.<br>- School staff and students will have the ability to post school news shows, announcements and performances for parents and community | -District developed surveys of teachers, parents and students.<br>-Website hit counter<br>-Increase in Proficiency as measured by KPREP<br>-Increase % of students meeting benchmark on EPAS system.<br>-Increase % of students identified as career/college | Ongoing | DTC | No additional funds required |

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| | members via on-demand videos.<br>- Teachers and schools will maintain up to date effective websites providing access to information, events, lesson resources and instructional videos. | ready. | | | |
| Provide for technology professional development activities including attendance at local, state and national tech conferences. | - Increase and improve teacher ability to integrate technology seamlessly into instruction and learning to improve student achievement. | -Formal and informal observations<br>-District eWalk data<br>-PACE | Ongoing | DTC, principals | District PD funds |
| Provide information, training, and support to all teachers and administrators on new hardware and software for instructional integration according to need via PD direct, small group, district web pages, and VTC. | -Teachers will have the ability to increase their skills to stay current with purchased technologies.<br>- Increase and improve teacher ability and leadership capacity to integrate technology seamlessly into instruction and learning to improve student achievement. | -PD evaluation forms<br>-Lesson plans<br>-Models of student work<br>-Formal and informal classroom observations<br>-- PACE | Ongoing | DTC, STC, Curriculum Specialists | District PD funds |

## Goal 2

Teachers and administrators will meet National Technology Standards for Teachers and the National Technology Standards for Administrators.

## Action Plan: Strategies/Activities

| Strategy/Activity | Instructional Outcome | Indicator | Timeline | Person(s) Responsible | Funding Source |
|---|---|---|---|---|---|
| Teachers and administrators will utilize tools (website, email, OneCall, web 2.0 tools) to create and share information and collaborate with stakeholders to improve educational experiences. | -Students and parents will be informed about school related activities in a timely manner. | -Parent advisory committee feedback<br>-Call logs<br>-Parent surveys | Ongoing | Principals, Superintendent | No additional funds required |
| Evaluate teachers' technology skills using self-assessment tool (PACE) and formal/informal classroom observations. | Teachers will receive technology professional development based on individual and small group needs thereby increasing ability to integrate technology effectively in teaching and learning. | -PACE results<br>-Teacher evaluations.<br>-eWalk observations | Ongoing | DTC, Principal | No additional funds required |
| Provide information, | - Staff will understand 21st | -PACE results<br>-Teacher | Ongoing | DTC, principals, superintendents | No additional funds required |

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| training, and support to all staff on technology standards for students, staff and administrators as defined by state standards and EPSB (ISTE standards) | Century skills and expectations allowing for more effective integration into lessons and learning activities increasing positive student engagement and instructional differentiation for all students. | evaluations.<br>-Administrator evaluations<br>-eWalk observations | | | |

## Staff Training/Professional Development Goals – Evaluation

The technology department for Pulaski County Schools endeavors to enable students and staff to become proficient in the use of technology and believes that technology integration should be a seamless part of everyday life.

To accomplish this, the PCS technology department will continue to provide ongoing professional development to teachers, administrators and support staff to increase the effective use of educational technology in instruction and for administrative duties. Attendance records and evaluation forms will be used to record teacher participation and to obtain valuable feedback about sessions.

All technology professional development opportunities will be advertised district wide via email communication and through the use of a registration program, www.eventbrite.com. Ongoing training opportunities offered by the technology department may include sessions such as:

- Application-based training for classroom use and administrative uses (MS Office, Discovery Ed including assessment and streaming videos, Read-Write Gold, etc.).
- Classroom webpage design and content including the use of blogs and online homework.
- Effective technology integration strategies.
- Intelligent Classroom components (Interactive white boards/software, Document cameras, student response systems, etc.)
- PD Direct to meet individual needs
- Use of KDE provided resources (CIITS, Student data tool, etc.)

Technology department members will continue to attend monthly regional technology meetings, state meetings (KySTE) and national technology meetings (ISTE) as available.

Evaluation of staff training and professional development activities will consist of:

- Annual **Pulaski Assessment of Computer Expertise (PACE),** a technology self-assessment for teachers. Individual school results are shared with respective principals and district results are shared with district administrators and local school board members by June. Results of the survey are used by district technology staff to plan professional development activities to address areas of need.
- KPREP/EPAS reports reflecting increase in the percentage of students scoring Proficient/Distinguished and/or meeting benchmarks. Curriculum, instruction and assessment will be adjusted as necessary to improve student performance.
- Observations: District curriculum team will use the eWalk system and customized observation template to monitor classroom instruction including the integration of technology. Reports will be shared on a monthly basis with the curriculum team. Feedback will also be provided to teachers and school administration on an ongoing basis.
- Professional Development Attendance – A record of PD attendance will be maintained via staff sign in sheets and evaluation forms.

# Technology Goals

## .Goal 1

Provide local, long distance and cellular service to district sites for communication among students, parents, and staff.

## Action Plan: Strategies/Activities

| Strategy/Activity | Instructional Outcome | Indicator | Timeline | Person(s) Responsible | Funding Source |
|---|---|---|---|---|---|
| Telephone service for local and long distance calling will be purchased (VOIP) and maintained in every district site to support instruction and communication between schools and all stakeholders. | - Teachers will be able to maintain contact with parents in support of student success.<br>- All will have access in a timely manner allowing high quality communications with parents, community and professional peers. | -PCS work order system will document and measure the number of work orders and/or downtime of systems at every site. | Ongoing | DTC | General funds, USF/e-Rate |
| Cellular services will be provided to district personnel/administration to enhance communication allowing for timely sharing of information or needs throughout the district. | -District staff will be available to teachers/schools throughout the day.<br>-Immediate access to critical support services (maintenance, technology, student support services, administration) will be available to all PCS personnel. | -Critical work requests documented through the PCS work order system.<br>-Call logs | Ongoing | DTC | General funds, USF/e-Rate |

## Goal 2

Upgrade and maintain a data network capable of providing high speed access to all stakeholders to access resources as needed at the local, state and national levels.

## Action Plan: Strategies/Activities

| Strategy/Activity | Instructional Outcome | Indicator | Timeline | Person(s) Responsible | Funding Source |
|---|---|---|---|---|---|
| Purchase and maintain Wide Area Network services. | -All will have the ability to access electronic information in a timely manner allowing high quality communications with parents, community and professional peers. | -District Tech Readiness Survey<br>-Real time network monitoring | Ongoing | DTC, System admin. | General funds, USF/e-Rate |
| Provide schools with equitable access to computers and related equipment including Intelligent Classroom Components, streaming media, Wireless Access, application software, electronic mail, and antivirus | - All will have the ability to select tools to help them obtain electronic information, analyze and synthesize it, and present it professionally in a manner that actively and effectively engages students. | -Computer count by school<br>- Projector count by school<br>- Interactive devices (white board, SRS, etc) by school<br>-Software licenses by school<br>-Tech Readiness Survey, TAR Report and School report card | Ongoing | DTC | General Funds, KETS, Buildings and Grounds |

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| Provide schools with technical and administrative support to ensure that all have equitable access to integrated technology. | - Staff and students will receive efficient and timely assistance from district support staff resulting in a continual and efficient flow of curriculum and instruction. | -Technician rotation schedule<br>- Work order system | Ongoing | DTC, System Admin | General funds |
| Installation and/or maintenance and repair of district and building level data infrastructure including high speed switches and WAPs that will support an increase in instructional devices as well as personally owned devices. | -Students will have increased access to instructional technology.<br>-Network will experience increase in reliability.<br>-Higher speed access to network resources. | -Improved performance on KPREP.<br>-Improved proficiency ratings on technology literacy assessments. | Ongoing | DTC, System Admin. | General funds, Buildings and Grounds, USF/e-Rate.KETS |

## Goal 3

Obtain and maintain equipment and software to support instructional and administrative needs district-wide.

## Action Plan: Strategies/Activities

| Strategy/Activity | Instructional Outcome | Indicator | Timeline | Person(s) Responsible | Funding Source |
|---|---|---|---|---|---|
| Provide district with software for administrative duties including but not limited to: staff | Administrative duties will be streamlined allowing for cost savings and | - AESOP reports<br>- payroll reports<br>-Employee application reports | Ongoing | DTC, CFO, System Admin | KETS, General funds |

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| absence reporting/substitute notification (AESOP), employment application software (School Recruiter), payroll software (e-Stub), and absence/substitute interface with MUNIS (AESOP Interface). | improved efficiency. | | | | |
| Promote the use of VBrick content server for school and district productions | - All will have the ability to access educational resources and/or news on demand as provided by cable services. | -Access logs<br>-Video logs | Ongoing | DTC, System Analyst | KETS, General funds |
| Communicate with parents via AUP in the Code of Conduct, email and school and Teacher websites how technology is being applied in their child's education. Provide additional communication via Infinite Campus Parent Portal, IC portal iphone app, and One-Call Now. | - The collaborative partnership between school and home will be advanced by providing pertinent school information including school technology based opportunities and the ability to monitor respective personal information. | -District developed surveys of teachers, parents and students.<br>- Website hit counter<br>- Teacher and parent login reports | Ongoing | DTC | KETS, General funds, Title I |

**Goal 4**

Provide information and training to all students, staff and parents on CIPA and district CIPA compliance.

## Action Plan: Strategies/Activities

| Strategy/Activity | Instructional Outcome | Indicator | Timeline | Person(s) Responsible | Funding Source |
|---|---|---|---|---|---|
| Communicate with parents and students via AUP and Code of Conduct outlining technology access rights and responsibilities. | -Students and parents are aware of behavior expectations.<br>-Students and parents are knowledgeable about CIPA. | -AUP<br>-IC reports | Ongoing | DTC | No additional funds required |
| All schools will view PCS Safe Schools videos annually. | Students are educated about online issues including cyber-bullying, and Internet safety. | -View logs from Vbrick<br>-Lesson plans | Ongoing | DTC, Principals, DPP | No additional funds required |
| Maintain safe Internet services via use of Proxy server, TMG and classroom monitoring software. | -Students and staff will be protected from inappropriate content access. | -Proxy logs | Ongoing | DTC, System admin. | General funds, KETS |
| Maintain/update technology department web site providing information and resources on Technology and | -Stakeholders will have access to information and resources related to appropriate online behavior resulting in a decrease of | - Decrease 5% the number of students receiving disciplinary referrals for inappropriate technology use. | Ongoing | DTC | No additional funds required |

| | | | | | |
|---|---|---|---|---|---|
| technology literacy – safety, cyber bullying, digital citizenship | inappropriate behavior by students. | - Decrease 5% the number of students self-reporting inappropriate behavior online as measured by the PACES<br>- -Website hit count | | | |

## Technology Goals – Evaluation

Pulaski County Schools currently maintains a comprehensive and reliable telecommunication and data delivery system. The district has created district standards, utilizing KETS guidelines, for hardware and software to be incorporated in the system to ensure seamless integration. All of the efforts are in support of a sound instructional environment to meet the needs of each student served by the district.

Department members serve on various district committees including the curriculum team, facilities planning team, and construction teams to ensure that technology needs are discussed or addressed as necessary. By being active participants in all aspects of district planning, the technology department can ensure that our network is kept up to date and capable of meeting the needs of the district. As noted, fiber connection speeds between district locations will have to be increased in the next 2 years in order to meet demands as we are nearing full utilization of our current bandwidth. Plans are being developed in order to meet this upcoming need.

- **Comprehensive District Improvement Plan** is approved by the local board and submitted to KDE every other year with updates at the end of the first year. The district completes **Implementation and Impact Checks** biannually to reflect completion of activities and make mid-course corrections. Amendments are made as needed. Technology activities are embedded in this plan at the district and school levels.
- Annual **Technology Activity Report** is approved by the local board and submitted to KDE in the fall. This report lists all technology purchases regardless of funding source.
- Annual **Technology Tools Readiness Survey** is submitted to KDE in December. This report provides information on the status of the current technology inventory.
- Schoolfusion (web services) analytics. These reports indicate number of visitors to websites, number of staff member, parent and student logins for a given time period. Reports will be shared with district and school administration as well as teachers on an ongoing basis to monitor and encourage use of resources for communication.
- Machines Database is used to track technology work orders as well as technology inventory. The DTC and System Admin will share reports with the district technology department on an ongoing basis and address any areas of need as they arise.
- KPREP and EPAS reports reflecting increase in the percentage of students rated proficient or meeting benchmarks. Curriculum, instruction and assessment will be adjusted as necessary to improve student performance.
- Observations: District technology staff will conduct walkthroughs at all locations to conduct inventory audits as well as ensure functionality of equipment. Information and reports will be shared as part of regular department meetings until all issues are resolved. District curriculum team will use the eWalk system and customized observation template to monitor classroom instruction including the integration of technology. Reports will be shared on a monthly basis with the curriculum team. Feedback will also be provided to teachers and school administration on an ongoing basis.
- Network monitoring software is used to ensure that all network resources are available at designated times with automatic notification to appropriate personnel if communication of devices/equipment is lost.

## Budget Summary - 2012-2013

### Note: duplicate this page for each year as needed

| 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) |
|---|---|---|---|---|---|---|
| Telecommunication services including local and long-distance telephone service, WAN services and internal connections, and cell phone services. | | | $69,323.48<br>$97,500.00<br>$27,556.32 | | | $13980.00 – General Fund |
| Technical and administrative support to all schools. (district tech dept. and ATS salaries, STC stipends, and district tech maintenance fund). | | | | | | $489,868.24 + $14500 General fund |
| Webhosting services to provide district, school and teacher web pages | | | | $13,307 Title I | $7,393 | |
| Educational software to enhance learning (NovelStar, Accelerated Reader, SuccessMaker, Waterford, KYVL) | | | | $40,000.00 – Title I | $3,000 | |
| Administrative software: Infinite Campus and One Call Now for communication, AESOP, SchoolRecruiter, E-Stub, MUNIS, Transfinder | | | | | $126,611.56 | |
| Purchase equipment, software and other materials for STLP | | | | | $5000.00 | |

| | | | | | | |
|---|---|---|---|---|---|---|
| Computers and related equipment/software | | | | | $160,000 (MS Office and RWG) | $40,000 – General construction |
| Attendance at local, state and national technology conferences | | | | | | $5000- district PD |
| | | | | | | |
| | | | | | | |
| **TOTAL** | $0 | $0 | $194,379.80 | $53,307 | $302,004.56 | $563,348.24 |

## Budget Summary - 2013-2014

### Note: duplicate this page for each year as needed

| 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) |
|---|---|---|---|---|---|---|
| Telecommunication services including local and long-distance telephone service, WAN services and internal connections, and cell phone services. | | | $76,009.56<br>$97,500.00<br>$27,556.32 | | | $8,400.00 – General fund |
| Technical and administrative support to all schools. (district tech dept. and ATS salaries, STC stipends, and district tech maintenance fund). | | | | | | $434,868.24+ $14500 General fund |
| Webhosting services to provide district, school and teacher web pages | | | $17,595.00 | $3,105.00 | | |
| Educational software to enhance learning (NovelStar, Accelerated Reader, SuccessMaker, Waterford, KYVL) | | | | $40,000.00 – Title I | $3,000 | |
| Administrative software: Infinite Campus and One Call Now for communication, AESOP, SchoolRecruiter, E-Stub, MUNIS, Transfinder | | | | | $148,286.56 | |
| Purchase equipment, software and other materials for STLP | | | | | $5,000.00 | |

| | | | | | | |
|---|---|---|---|---|---|---|
| Network infrastructure upgrades, computers and related equipment/software | | | $415,000.00 (*priority 2) | | $160,000 (MS Office and RWG) | $200,000.00 – General fund, SEEK, Construction |
| Attendance at local, state and national technology conferences | | | | | | $2500- district PD |
| | | | | | | |
| | | | | | | |
| **TOTAL** | $0 | $0 | $633,660.88 | $43,105.00 | $316,286.56 | $660,268.24 |

## Budget Summary – Narrative

As stated previously, all technology purchases are coordinated by the district technology department. This allows us to ensure that district/KETS standards are maintained and that integration of acquired services is seamless in the existing infrastructure. Additionally, the district finance officer and assistant superintendent for facilities and personnel serve on the technology planning committee and work closely with the DTC throughout the year to ensure that the technology needs for the district are met.

Curriculum and Instruction Integration Goals:
**Goal 1: $68,900.00**

- General Funds/KETS/Title I/ SEEK/IDEA/eRate($68,900):
    - Software maintenance or purchase to enhance learning by providing students with remediation or acceleration based on individual needs. Software includes but is not limited to NovelStar annual subscription, SuccessMaker Math, Read 180, ALEKs, and KYVL ($43,000).
    - Maintain subscription for webhosting services to provide additional communication tools between the school and home. Provide anywhere, anytime learning through utilization of teacher webpages to share assignments, instructions, and streaming media ($17,595.00 82% erate eligible and $3,105.00 non-eligible).
    - Maintenance/installation of cameras for distance learning ($5200).

Student Technology Literacy Skills:
**Goal 1: $5,000.00**

- KETS ($5,000.00):
    - Purchase equipment, software and supplies for STLP activities and competitions.

**Goal 2:** No additional funds required

Staff Training and Professional Development:
**Goal 1: $2,500.00**

- PD Funds ($2,500)
    - Travel and registration expenses for attendance to local, state and national conferences

Technology Vision and Goals:
**Goal 1: $119,965.88**

- E-Rate discount (82%) + general funds: Purchase E-rate eligible services pending approval, discounted billing, or reimbursement.
    - Telecommunications Services:
        - Windstream $76,009.56
        - Verizon Cellular $35,956.32 ($27,556.32 eRate eligible at 82% discount + $8,400 non eRate eligible).

**Goal 2: $1,321,868.24**

- General Funds/KETS/E-Rate discount (82%):
    - Salaries and hardware/software/maintenance repair ($429,868.24 salaries + $5,000 for district tech needs) for District Technology / Information Systems plus Stipends for STCs ($14,500).
    - TimeWarner Cable $97,500.00 – E-Rate eligible service pending approval at 82% discount.
    - Infrastructure upgrades to Eubank Elementary, Burnside Elementary, and Southern Elementary (wiring and WAP installation) ($415,000.00 – 90% discount pending eRate approval for priority 2 services).
    - Upgrades and installation of computers, new interactive white boards and projectors at Northern Middle ($200,000.00).
    - Microsoft Select Agreement to include Microsoft Office 2010 (Word, Excel, Access, PowerPoint, Outlook) for all machines, Antivirus, Read and Write Gold by TextHelp, Computer purchases:computer replacement cycle ($160,000)
        - 1:1 Teacher to Computer Ratio
        - 6:1 Student to Computer Ratio
        - 5 Administrative Computers per School
        - 1 Computer per FRYSC

**Goal 3: $148,286.56**

- General Funds/KETS ($31,895.00): Purchase administrative software.
    - AESOP - staff absence reporting system/substitute notification ($16,508.00)
    - AESOP Interface – AESOP to MUNIS interface for payroll ($8,300.00)
    - E-Stub- Payroll software ($3,059.00)
    - School Recruiter - employee application software ($5,145.00)
    - Infinite Campus ($49,697.56)
    - One Call Now Alert System ($14,602.00)
    - MUNIS – ($25,000)
    - Transfinder ($4,300)
    - PSST reports for MUNIS ($21,675.00)

**Goal 4: $0 –**