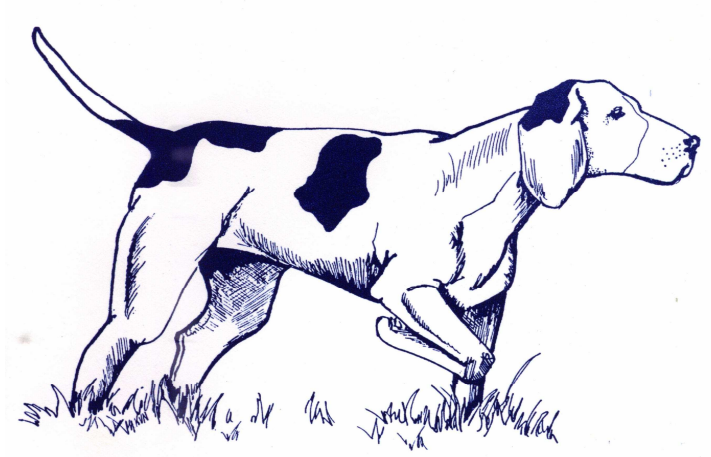


Technology Plan  
West Point Independent School District  
209 N. 13<sup>th</sup> Street  
West Point, KY 40177  
*HOME OF THE POINTERS*



<http://www.westpoint.k12.ky.us>

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Jo Sabol, Board Member

### **School Office Manager**

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## Executive Summary

West Point Independent School District should have the most efficient and reliable communications network possible with current technology. The district is striving to be a leader in the use of technology to support teaching and learning in the classroom. Technology permeates our district with 120 networked computers and Internet/E-mail access for every classroom. With approximately 100 to 150 students in our district, we are seeking to make our technology an integral part of the curriculum with the Internet and instructional software for grades K-8. This will create an environment where teachers and students become more proficient in using a wide variety of tools to enhance learning, problem solving, communication, collaboration, productivity and creativity. In addition, we hope to add the home-school connection and expand our school web site with detailed information about school activities and by making our technology available to families and the community. In addition to providing a high speed network and Internet connection; efficient and adequate telecommunication services (phone service, long distance, and cellular phone service) will be maintained for effective internal communication between staff, as well as external communication with parents/guardians, community members, state officials, vendors, etc.

This technology plan documents our goals and objectives for the next few years. We will incorporate this plan into our school's Comprehensive Improvement Plan. Functional uses of technology are embedded throughout the district's Comprehensive District Improvement Plan (CDIP). Section B below outlines specific parts of CDIP that incorporate technology. The other sections provide additional information to meet the technology plan requirements of the Schools and Libraries Division (SLD) of the Universal Service Administrative Company (USAC).

This technology plan has been aligned with the Kentucky Master Plan for Education Technology (located at: <http://www.kentuckyschools.net/KDE/Administrative+Resources/Technology/Master+Plan/2001-2006+Master+Plan+Update+.htm>) and the National Educational Technology Standards developed by the International Society for Technology in Education (ISTE) in collaboration with the Milken Exchange on Education Technology.

This plan conveys the details of our vision, goals, and objectives that support the West Point Independent School's Comprehensive Improvement Plan. Through this plan we hope to guide our school in using technology to empower the learning community. Like a journey, technology planning is long-term and continuous. We will continue to expand and revise this plan annually as we implement a technology-rich environment for our students, staff, and community.

## Planning Process / Methodology

The Planning team consisting of several teachers, the District Technology and School coordinator, along with the Principal worked throughout the year to review, revise, and redevelop the goals, action components and activities in this year's plan. Goals were developed based on the state goal that of all students at proficiency by the year 2014.

The team wanted to assess the availability of technology to students with disabilities in order to improve their access to the general curriculum, and provide school with technical, instructional, and administrative support to ensure that all teachers and students have equitable access to technology and adequate skills to integrate into the curriculum. Also provide professional development to update, improve, and expand all participating staff in the knowledge and use of technology as outlined in Teacher Standard X.

## Technology Vision and Goals

### Goal 1

1. Enhance the learning process through maintaining and upgrading a state-of-the-art network infrastructure to provide global communications and information literacy for schools and administration with sufficient technical support to extend, further develop, and keep the network operational

### Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Begin Date	End Date	Cost	Funding Source
Monitor and assess the bandwidth requirements	optimize the performance of our Wide Area Network and Local Area Networks	7-1-07	Ongoing	Unk	State
Evaluate and upgrade network cabling needs	wireless access points in our district according to state guidelines	7-1-07	Ongoing	5000.00	USF
Monitor and update school and district proxy servers and/or network appliances	<i>Improve inter and intra net security for students and staff.</i>	7-1-07	ongoing	3000.00	State

Utilize technology to support the curriculum and improve student achievement with an emphasis on classroom integration to facilitate implementation of the Kentucky Program of studies	Meet Core Content for Assessment and ISTE's National Educational Technology Standards for Students	Ongoing	Process	6000.00	Title II
Evaluate and purchase emerging technologies such as multimedia projectors, video conferencing equipment, scanners, digital cameras and Smart Boards.	Use Assertive Technology to create and maintain expansive programs that Challenge all learners	7-1-08	6-30-09	36000.00	Title II

**Goal 2**

Promote the use of research-based technology applications and strategies designed to increase achievement among all students.

**Action Plan: Strategies/Activities**

Strategy/Activity	Instructional Outcome	Begin Date	End Date	Cost	Funding Source
Survey and research the most effective practices for technology integration in schools	Increase achievement among all students.	Ongoing	Ongoing	5000	Gen Fund
Provide adequate technology resources to support students, staff, and Community to provide for learning anytime and anyplace	After School use of Technology to increase learning for students and community	7-1-08 Ongoing	6-30-09 Ongoing	?	Gen Fund

**Goal 3**

Provide adequate and efficient telecommunications services and network services for internal communication between staff members, as well as

effective communication with parents/guardians, community leaders, state officials, vendors, etc

**Action Plan: Strategies/Activities**

Strategy/Activity	Instructional Outcome	Begin Date	End Date	Cost	Funding Source
Update and maintain a district Intranet for the benefit of staff and students. Update and maintain the district school web site to include relevant information to the school community, including parents/guardians and community citizens	Improved learning via the internet and research through on-line educational programs	7-1-09 Ongoing	6-30-10	1000.00 Ongoing	Gen and USF
Update and maintain a telephone in every classroom and office with selected cellular phone service for administrators, teachers and staff	Support speedy and reliable communication for safety and informational purposes.	7-1-09	Ongoing	Annual on-going	USF Gen

**Staff Training/ Professional Development Goals**

Increasing Student Achievement and Maintaining "No GaDs"

Provide the necessary hardware/software to support math and reading computerized programs in the effort to focus on math and reading instruction.

Provide the necessary hardware/software to maintain Internet connection and telecommunication services to allow for ease of communication with the NWEA staff in Washington

Provide the necessary telecommunication services to allow for adequate and efficient follow-up with senior completers, and provide the necessary hardware/software to maintain the recording and analysis of data received from the senior completers

Provide the necessary hardware/software to maintain school computer labs to Train students in proficient technology skills for the 21st century. Provide the necessary hardware/software to collect and analyze data for the Facilities study.

### Hiring and Retaining Quality Staff

Provide the necessary hardware/software to support an online application

Provide the necessary hardware/software to support the posting of jobs online

## **Current Technology and Resources Evaluation**

### Utilizing Resources Effectively

Provide the necessary hardware/software to collect and analyze data for the Facilities study

Provide the necessary hardware/software to collect and analyze data for the Staffing, support services, and instructional programs study

Provide the necessary hardware/software to support the posting of jobs online

## **Professional Development**

The district will continue to provide all school personnel with a variety of professional development opportunities to support instructional improvement and overall efficiency. The staff development program will facilitate and evaluate the relevant use of technology with the highest standards of professionalism and training in order to empower our staff to embrace technology as a tool that can be utilized effectively across the curriculum and/or in their daily job tasks. Various forms of professional development will be provided to help meet the expectations of the state's Teacher Technology Standard X (located at:

<http://www.kentuckyschools.net/KDE/Instructional+Resources/Technology/Teacher+Resources/Technology+Standards/Kentucky+Teacher+Technology+Standards.htm>). Such programs as HPRTEC's Profiler Tool (located at:

<http://www.profilerpro.com>). The Utah Technology Awareness Project (located at:

<http://wwwj1.uen.org/UTAPapp>), or similar tools will be used to assess staff networking skills and usage.

Since research shows that the best professional development plans offer a variety of instructional methods, training is provided in a number of different formats. It is offered in the form of one-on-one training, group training, and training that is delivered via electronic means such as online tutorials. Training will ensure that staff members are competent in the use of the district's telecommunications infrastructure, hardware, software, and technology-based services. A number of different sources are used to provide this type of training. The District Technology Coordinator (DTC) is also involved in training. The DTC often trains staff and selected teachers in technology. The district also uses trainers from outside agencies and companies to provide training for the district.

Four full-days are included in the school calendar for professional development opportunities throughout the school year. In addition to these full-days, training is also conducted in after school sessions, during faculty/department meetings during the school day, and in one-on-one training sessions during teacher planning periods

or as,

Job-embedded training. The district's professional development program is ongoing, and a number of references to professional development are found in the Comprehensive District Improvement Plan.

The budget for professional development is over \$2400 each year. Funding for professional development is from local and state funds as well as Federal funding.

### **Needs Assessment**

West Point Independent School is networked and there is Internet and phone access in every classroom and office area in the district.

There is an ever-increasing need for more bandwidth as schools increase their reliance on streaming media, shared audio and video media, virtual courseware, and larger amounts of shared data. There is also a need to update hardware and software to make better use of new developments. Therefore, it is the district's goal to upgrade the network backbone to a 10GS backbone with 1 G to the desktop. In order to accomplish this goal, network equipment (routers, switches, cabling, and other necessary equipment and supplies) will be purchased to upgrade the district's network. And consolidate into one MDF (Main Data Frame) room. In addition to the networking equipment, DNS/DHCP, e-mail, and web servers will need to be purchased to meet the goal of providing Internet access for instructional purposes as well as assisting the goal of providing effective communication described above.

These servers will also require the purchase of appropriate network operating systems, including the software to support e-mail and web services. In addition, computers, printers, and other network nodes will be purchased, installed, and maintained to complete the process of bringing the Internet and network to students, staff, teachers, and administrators. The District's Telephone communication system is in need of updating/replacing to provide necessary telephonic voice communications in every class room. The district seeks to meet the standards, policies and management recommended in the state's KETS Master Plan (located at: <http://www.kentuckyschools.net/KDE/Administrative+Resourses/Technology/Master+Plan/2001-2006+Master+Plan+Update.htm>).

Once this upgrade is accomplished, a plan will be developed to maintain the system meeting USAC requirements. According to the new USAC guidelines, all "Internal Connections can now only be requested two out of every five years for each eligible entity." The district's replacement plan for eligible Internal Connections will be to request network equipment (routers, switches, access points, etc.) replacements during the first, third, and fifth years of the five year cycle, and server replacements during the second and fourth years. Funds will be budgeted to meet the district's matching share for e-rate eligible funding.

### **Evaluations:**

The Commonwealth of Kentucky has a very detailed planning process to evaluate all phases of K-12 education in each district. The state has declared, "School Improvement provides a data-driven, research-based framework for defining goals

and objectives for improving student learning and for selecting and implementing strategies to improve the instructional and organizational effectiveness of every school" It continues to note, "The process of Improvement Planning in Kentucky is used as the means of determining how schools and districts will plan to ensure that students reach proficiency and beyond by 2014. The process focuses school and district improvement efforts on student needs by bringing together all stakeholders to plan for improvement, by focusing planning efforts on priority needs and closing achievement gaps between subgroups of students, by building upon school and district capacity for high quality planning, and by making connections between the funds that flow into the district and the priority needs in schools." For more information see the state's web site on "School & District Improvement Planning" at <http://www.education.ky.gov/KDE/Administrative+Resources/School+Improvement/Comprehensive+Improvement+Planning/default.htm>.

At the district level, this planning process involves months of preparation as administrators, teachers, support staff, and others are involved in reviewing current practices and making recommendations for improvement. The scope of planning looks at all areas instruction and support, including but not limited to the integration of technology into the curriculum, increasing the ability of teachers to teach, and enabling

students to reach the challenges of the state's academic standards. As this procedure finally produces its Comprehensive District Improvement Plan (CDIP), there is a look at how technology can meet the goals outlined in the plan. Section B of this document addresses some of those goals. The CDIP is reviewed on an annual basis and adjustments made as needed. The role of technology is also reviewed during this procedure.

In addition to the above planning process, the district's network and technology needs are evaluated on an ongoing basis to provide the very best possible support for the school system. As newer and better ideas and equipment are found, plans are made to incorporate them into the budget process and into the application process for e-rate funding during the e-rate application window that occurs each year.

## **Budget**

The technology budget comes from local funds, Kentucky Education Technology System (KETS) funds, federal programs, and occasional grants. Likewise, the district depends heavily on the federal Universal Service Fund for assistance with funding telecommunication costs, Internet access, and internal connections on an annual basis. Specific funding needs have been cited in previous sections for the acquisition and maintenance of hardware and software, personnel, and for professional development

**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
\$210.00			\$5000.00		\$1415.00
<b>TOTAL \$210.00</b>			\$5000.00		\$1415.00

**Attachments/Appendices**

**None**