



**ISD #2859 Glencoe-Silver Lake Public Schools**  
**2008-2011 Technology Plan**

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**OFFICIAL SUBMISSION CERTIFICATION**

This 2008-2011 Technology Plan is the official submission of

ISD #2859, Glencoe-Silver Lake Public Schools

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Signature of Superintendent

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DATE

# Glencoe-Silver Lake Public School District

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## **I. Planning and Needs Assessment**

Glencoe-Silver Lake Public Schools is committed to provide active learning opportunities with integrated technology tools critical for students to prosper. We acknowledge that most students use technology seamlessly throughout their daily lives and that technology sparks an interest to learn.

### **a. Organization Leadership and Technology Planning Committee**

Glencoe-Silver Lake Public Schools employs a full-time Director of Technology and Information Systems who reports to the Superintendent. The Director provides leadership and information technology strategies to help integrate technology into the classroom. The Director also develops and implements the district computing system, communication, and network infrastructure. The District also employs a full-time Desktop Support Technician who performs technical work for day-to-day troubleshooting and repair. This includes installation and maintenance of hardware, software and peripherals. The Technician works under the supervision of the Director. The Technology Department accepts students into an internship program that allows for them to explore areas of interest as it pertains to fields of technology. These student interns help to perform the day-to-day troubleshooting and repair of systems, as well as Network and Website administration. Every effort is made to tailor the internship of each student to their specific field of interest. These student interns also work under the supervision of the Director.

Glencoe-Silver Lake Public Schools has a Technology Committee comprised of Administration, Teachers, (including Special Education) School Library Media Staff, and School Board members. Members from each of these areas along with the Director of Technology and Information Systems and Desktop Support Technician meet monthly and all members actively participate. The need to add both student and community membership to this committee will be a priority during the 2008-2011 Technology Planning Cycle. I believe both would have valuable input.

Section I: Planning and Needs Assessment

**b. Demographics of School District**

Glencoe-Silver Lake Public Schools is located in McLeod County, west central Minnesota. The School District serves the communities of Biscay, Glencoe, New Auburn, Plato and Silver Lake.

Demographic information of students (2007):

Enrollment:

	Male	Female	Total
District	53%	47%	1615
GSL High School	54%	46%	554
GSL Junior High	55%	45%	280
Helen Baker Elementary	51%	49%	336
Lakeside Elementary	51%	49%	428
ALP	70%	30%	17

Free and Reduced Lunch:

District Average	33.9%
GSL High School	24.8%
GSL Junior High	32.3%
Helen Baker Elementary	44.6%
Lakeside Elementary	37.6%
ALP	48%

Ethnicity:

American Indian	.001%
Asian	.004%
Black, Non-Hispanic	.005%
Hispanic	14%
White, Non-Hispanic	85%

Demographic information of educators (2007):

Educators with BA	53
Educators with MA	60
15+ Years Experience	36
7+ Years Experience	51
4+ Years Experience	13
3 or Less	13

## Section I: Planning and Needs Assessment

### c. Needs Assessment

The process utilized to determine the technology needs included several different formats. Members of the technology committee were instructed to bring recommendations from their respective buildings for requests and needs that have been expressed at the building level. In addition, the Director of Technology and Information Systems and Desktop Support Specialist, along with building Administrators submit recommendations from their level of expertise and need.

The primary method of gathering information was an online Technology Assessment Survey. This electronic survey was placed on the district website and visitors to the web site, especially staff, students and community members, were invited to respond.

Below are our results to a question in regards to obstacles we face using technology in our school:

*Teacher responses based on percentages*

1. Lack of time in school day
2. Lack of time for planning
3. Not all students and families have computer access at home
4. Not enough computers

*Student responses based on percentages*

1. Teachers control when we use the computers
2. Not enough time in the school day
3. Rules against using my cell phone, e-mail, or IM account
4. It's hard for students who don't have computers or Internet access

Below are our results when asked what good technology skills might be necessary for:

*Teacher responses based on percentages*

1. Success in college
2. Doing well in school – finding a job
3. Being well informed
4. Keeping in touch with family and friends

*Student responses based on percentages*

1. Doing well in school
2. Keeping in touch with family and friends
3. Success in college
4. Finding a job

Faculty and staff are using technology to automate existing teacher practices or district operating materials. Some expertise with technology exists, however teaching with technology is not incorporated seamlessly into daily teaching. Our goal is to increase the integration of technology throughout our curriculum and to efficiently manage the school district through electronic means.

## Section I: Planning and Needs Assessment

### Partnerships

- **LCTN** – a consortium that maintains a network to provide high speed data, voice and video.
- **LCSED** – a special education cooperative based out of the SWWC Service coop.
- **COG** – the City of Glencoe. Technology support and vision have been added to the City of Glencoe through District #2859. Part of a long range plan would be the design and rollout of a Municipal Wi-Fi network capable of giving all students and parents of our district high speed access to files on district servers as well as a low cost internet solution.

### Initiatives

- **Open Labs / Media Centers** – we provide before and after school open labs for student, staff and / or community members. Labs are also used for community education technology related classes.
- **Online Staff Development** – in 2005 we received a grant for Atomic Learning. Atomic Learning offers online learning opportunities for students and staff. During this technology planning cycle we need to continue to look for ways to offer online staff development that are both creative and cost effective. One of the ideas we will pursue would be to offer online staff development with products such as Educational Impact's Course Catalog. Staff would communicate needs to Administration who would assist in finding the right class and getting them online.
- **MAP Testing** – all of our schools have implemented the NWEA MAP testing program to measure individual students academic growth. The results can be used to drive instruction.
- **NetDay Survey** – this online survey will be a tool to assess our technology needs and development of goals. We plan on taking the survey every two to three years as we begin the technology planning process.
- **RenLearning** – is a computer based progress assessment tool. We utilize: Accelerated Math, Reading, Star Reading, English in a Flash, Fluent Reader, and Accel Test. The technology department is also looking into the use of Rapid Responders for more interactive classrooms.
- **Science Lab Pro** – these probes used along with Logger Pro software help students with experiments, analyzing data and printing results.



## II. Vision, Goals, Objectives and Strategies for Technology

Glencoe-Silver Lake Public School

Helping Students Build a Future Through Education

“By using the talents of our students, our staff and community, and by working to the best of our abilities, we can provide the quality of education needed to achieve our school district’s vision of helping our students build a future through education.”

Our vision for information technology in the Glencoe-Silver Lake Schools is that all students and staff will use technology as an effective tool in teaching, learning, and management of the district. Students and staff will be adaptable to change and open to the challenge of new and different technologies, procedures, and ideas. The vision extends beyond the physical walls of the school buildings to connect with homes and with community, state, national, and global information resources. The communications capabilities include voice, data, and video. Information technology is applied in all teaching and learning and in all management and operational aspects of the school and district. Finally, our vision is that of a continually growing system that adapts to the changing needs of students and staff, and the growing capabilities of information technology.

### **Glencoe-Silver Lake Public School District Goals 2006-2007**

#### Curriculum / Instruction

- Support concept of differentiation in instructions at all levels
- Support the concept of applied academics
- Research and evaluate High School course offerings to sustain twelfth grade enrollment
- Continue demonstration of improvement in the development of basic skills

#### Technology

- Support third year of three year technology plan
- Develop and monitor a three year technology plan that supports technology integration in the district as well as solidifying the appropriate supporting infrastructure

## Section II: Vision, Goals, Objectives and Strategies for Technology

### **Objective: Technology Integration with Curriculum and Instruction**

- Encourage staff to continue to integrate computer literacy into K-12 scope and sequence.
- Provide various technology experiences making a connection to the curriculum being taught, student needs, and daily living.
- Teach appropriate technology behavior and application so our students are successful digital citizens.
- Explore technology trends.

### **Strategies:**

- Identify gaps in student computer literacy instruction and work on addressing them.
  - **Action:** Director of Technology and Information Systems will meet with Administrators and ask staff for input.
- Explore trends in technology, think beyond the PC.
  - **Action:** Director of Technology and Information Systems will visit other schools, and continue to actively participate in both the Wright County Conference Technology Team and Little Crow Telemedia Network Technology Coordinators meetings to share ideas.
- Provide opportunities for teachers to collaborate
  - **Action:** A monthly or quarterly tech meeting will occur in each building with The Director of Technology and Information Systems, Administrators, and faculty to exchange curriculum technology information strategies.
- Continue to implement standards, policies and procedures to guide technology application and appropriate usage.
  - **Action:** Review annually.

## Section II: Vision, Goals, Objectives and Strategies for Technology

### **Objective: Increase / Improve Technology Access**

- Increase parent knowledge and usage of website information. Encourage them to review progress reports, attendance, report cards, personal address information and more.
- Increase student and staff website knowledge and usage of off-site server folder access and parent portal.

### **Strategies:**

- Educate and advertise to parents the availability and benefits of online information during conferences and other parent teacher contact time.
  - **Action:** The technology department will create advertisements to be available during parent contact time. Website address will also be advertised on local cable channel 16.
  - **Action:** Investigate the possibility of adding a Parent / School liaison position. Funding could come through some grant. Communicate with this person.
- Educate students on the benefits of using our website and what services are available to them through the web access and teacher web pages.
  - **Action:** Elementary students should be introduced to our Glencoe-Silver Lake Public School website and links that will get them interested in going there. Middle school students are instructed in web access in 7-8<sup>th</sup> grade. High School students should demonstrate knowledge of these services in the media center and various courses.

## Section II: Vision, Goals, Objectives and Strategies for Technology

### Objective: Administration

- Develop better digital files sharing and management among staff.
- Streamline data entry processes as a single point of entry wherever possible.

### Strategies:

- Identify tasks being duplicated among employees.
- Utilize export and import capabilities so we are not entering student or other data more than once.
  - **Action:** All student data should first be entered into JMC (student information system). All other systems should get student data from JMC (student information system) by using export and import commands.
    - Alexandria (media center)
    - Renaissance Learning (reading and math programs)
    - Wordware (lunch)
    - NWEA (Northwest Evaluation Association testing)

### Objective: Professional Development

- Guide staff in the use of technology in the classroom based on best practice and research.
- Find more staff development training opportunities.

### Strategies:

- Provide teachers opportunities to share ideas with each other.
  - **Action:** District newsletter article published by the Director of Technology and Information Systems will feature one technology product each issue and how it integrates with curriculum. The Director will seek out one teacher who utilizes that product well and ask them to share their experience with peers.
  - **Action:** The Director of Technology and Information Systems will utilize the Wright County Conference Technology Team and Little Crow Telemedia Networks Technology Coordinators meetings to see if teachers are interested in sharing ideas with other schools.
  - **Action:** A monthly or quarterly Tech Tuesday will occur in each building with The Director of Technology and Information Systems, Administration, and faculty to share ideas.
- Discuss with Administration the possibility of using late start days for technology staff development.

## Section II: Vision, Goals, Objectives and Strategies for Technology

### **Objective: Parental Involvement**

- Increase parent participation in all aspects of technology usage at Glencoe-Silver Lake Public Schools. Encourage them to assist in the goals and vision of the technology department as we move forward.
- Increase the percentage of parents who are choosing to go paperless. Progress reports, attendance, report cards, personal information and more are on-line.

### **Strategies:**

- Educate and advertise to parents the possibilities of adding a parent and a student to our technology committee during conferences and other parent teacher contact time.
  - **Action:** The technology department will create advertisements to be available during parent contact time.
  - **Action:** Investigate the possibility of adding a parent and student position to the technology committee at Glencoe-Silver Lake Public Schools. Communicate with these individuals.
- Educate parents on the benefits of going paperless, the use of our website and what services are available to them through the web access and parent portal.
  - **Action:** New and existing parents to our district should be introduced to our Glencoe-Silver Lake Public School website and parent portal that will get them interested in going there. Suggestions and ideas generated by parents must be acted on in a timely fashion.

### **III. Policies and Procedures**

#### **a. Equitable Access for Students with Exceptional Needs**

The Glencoe-Silver Lake School District will provide equitable access to technology for all students, including those with exceptional needs or disabilities. Accessibility will be a consideration when purchasing any educational technology, i.e. wiring, hardware, and curriculum software. Data Privacy, consistent with the public information policies and the requirements of the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13, and the Family Education Rights and Privacy Act (FERPA) are to be followed.

#### **b. Data and Network Security**

Through the LCTN we have a Cisco PIX firewall between the Internet and WAN. The LCTN manages the PIX. The LCTN also manages a mail scanner to strip off viruses and spam. Our District's network is protected by a Cisco PIX Firewall and some traffic restrictions are implemented in our router with access lists. Content filtering is handled onsite by an iPrism M1200.

Network storage areas are the property of the school district and users should not expect that files are private. Network administrators may review files and communications at any time, if there is probable cause for doing so. We also have virus protection locally on all of our servers and desktops. We utilize Backup Exec to backup our data on a daily basis. Backup tapes are kept offsite.

#### **c. Internet Safety and CIPA Compliance**

All users of our LAN are required to read, accept and sign a contract for "Acceptable Use." This contract states that "Access to school computers, the network, and the internet is a privilege to users who agree to act in a considerate and responsible manner." Anyone who violates the contract will be denied technology privileges at GSL schools, and will receive other appropriate disciplinary or legal action as well. The original "Guidelines for Internet Use for Independent School District # 2859, Glencoe-Silver Lake Public Schools," were adopted by the Board of Education in April of 1997, revised in 2003, and were revised again in 2006.

The school will attempt to filter out all inappropriate material (using an iPrism M1200), but ultimately the responsibility is on the individual for appropriate use.

## **IV. Technology Infrastructure, Management, and Support**

### **a. Telecommunications Capacity**

Our district shares 100 mbps backbone Ethernet WAN with 17 other districts via the LCTN-MRVED Cooperative. In addition we share 18 mbps of Internet Bandwidth with the other schools. The Internet Bandwidth includes Internet 2 access. We also have access to the Learning Network of Minnesota and QoS for our video calls on the State Network. We have three E.164 numbers available to us and one of them is our MCU which can connect all 20 LCTN-MRVED personal codecs to the outside world at one time. The LCTN manages our IP schemes for both data and video. The LCTN also manages our connections to and from our ITV rooms and to outside sites

Our District has one High School, one Alternative Learning Program, one Middle School, two Elementary Schools, one Administrative, one Community Education and one Early Childhood building. Three buildings are connected via fiber, the rest are connected by wireless to form our data Local Area Network.

All Local Area Network data travels via Cisco router and switch equipment. This equipment is covered under SmartNet contracts. To access Wide Area Network resources, all traffic is routed through a Cisco PIX Firewall. Content filtering is handled by an iPrism M1200 located onsite. Content filtering for mail and some virus protection is provided by Little Crow Telemedia Networks. Each server and workstation is also protected by local virus protection.

Our High School and Middle School internal phone system is a PBX based Fujitsu digital business communication system. Our voicemail system is a Fujitsu IVS system. The Junior High and High School buildings are at capacity with the current phone system and would like additional lines. The Elementary Schools each have their own PBX systems, with voicemail maintained on the Fujitsu IVS located at the High School NOC. Phone services are provided by LC Communications. .

The district currently maintains 19 servers providing various functions.

Fifteen of these servers are centrally located in the Network Operations Center located near the Director of Technology and Information Systems office area. Four of these servers remain offsite and at the locations which have wireless access to allow faster transactions.

The district also maintains fourteen network locations (switches / routers) spread over eleven buildings.

**b. Equipment Access for Instruction, Including Assistive Technologies**

**Glencoe-Silver Lake High School**

Glencoe-Silver Lake High School has 49 new HP Windows XP computers purchased in the summer of 2006 in the media center. Four other labs are available at the High School: Classroom 120, has 16 iMac's purchased in the summer of 2006 running OS X as a Multimedia production lab, Classroom 121 has 30 HP computers purchased in 2004, Classroom 122 has 31 HP computers purchased in 2005, and Classroom 124 has 35 HP computers purchased in 2005. Each lab has an LCD projector. The High School has a Smartboard. Each classroom is wired with phone, data, and TV / cable. All teachers have a computer in their classroom running Windows XP, Microsoft Office 2003, and other standard software. Available for check out from the Media Center are the following: VCR/DVD players, laptops, Presentation cart (projector, laptop, speakers, and a VCR/DVD player), LCD projectors, digital cameras, and digital camcorders.

**Lincoln Junior High**

Lincoln Junior High has one computer lab with 30 HP Windows XP computers purchased in 2004. The lab also has an LCD projector. Each classroom is wired with phone, data, and TV / cable. All teachers have a computer in their classroom running Windows XP, Microsoft Office 2003 and other standard software. Available for check out are the following: VCR/DVD players, laptops, Presentation cart (projector, laptop, speakers, and a VCR/DVD player), LCD projectors, digital cameras, and digital camcorders.

**Lakeside Elementary School**

Lakeside Elementary School has 29 new HP Windows XP computers purchased in the summer of 2006 in the media center. Lakeside has one other lab with 35 new HP Windows XP computers purchased in 2004. Both areas are used primarily for special software use such as Harcourt Math, NWEA, Title 1 and special education. For a few hours each day the lab is used to teach basic computing skills and typing with Mavis Beacon. The lab and media center are both open for teachers to use with their classroom students as needed. All teachers have a computer in their classroom running Windows XP, Microsoft Office 2003 and other standard software. Available for check out from the Media Center are the following: VCR/DVD players, laptops, Presentation carts (projector, laptop, speakers, and a VCR/DVD player), LCD projectors, digital cameras, and digital camcorders.



## Section IV: Technology Infrastructure, Management, and Support

### **Helen Baker Elementary**

Helen Baker Elementary has one computer lab with 30 HP Windows XP computers purchased in 2005. The lab also has an LCD projector. This lab is used primarily for special software use such as Harcourt Math, NWEA, Title 1 and special education. The media center is open for teachers to use with their classroom students as needed. Each classroom is wired with phone, data, and TV / cable. All teachers have a computer in their classroom running Windows XP, Microsoft Office 2003 and other standard software. Available for check out are the following: VCR/DVD players, laptops, Presentation cart (projector, laptop, speakers, and a VCR/DVD player), LCD projectors, digital cameras, and digital camcorders.

### **Glencoe-Silver Lake ALP**

Glencoe Alternative Learning Program has 19 new HP Windows XP computers purchased in the summers of 2003-2004. This building is located off campus therefore they access our LAN via a wireless connection. Each PC is running our standard software and has internet access.

## Section IV: Technology Infrastructure, Management, and Support

### **d. Average age of Equipment for Instruction**

Most equipment on the WAN is 2-5 years old. Some of the main equipment will be replaced June 2007 when the network is upgraded. This may also lead to other changes of equipment on the backbone. All routers will be upgraded as necessary.

For our District the average age of Internet connected computers and those used for instruction is 3.5 years. Equipment is replaced on a flexible schedule, as needed, within the constraints of the technology budget. Generally, computers used in instructional labs and media centers are replaced every 3-4 years. Classroom and staff workstations are replaced every 4-5 years.

### **e. Handhelds, Tablet PC's, Interactive Whiteboards and other devices**

Each administrator in the district, including the superintendent and principals has been assigned a handheld Pocket PC or similar device to use in performing their jobs. None of these devices are yet being used by students in learning situations. It is recommended that a study be made to see if handheld devices can be integrated with the JMC classroom management system so that teachers, especially those in physical education or other non-traditional classroom areas, could use them for attendance, recording of grades, or other classroom notations.

The goal of the technology department will be to move toward implementation over time of interactive whiteboards in all classrooms. To begin, the goal will be one per building for checkout, and then to expand to one per media center / lab.

### **f. Replacement Schedule**

Backbone equipment will be new as of June 2007. Cisco Firewall will be replaced at that time with a newer version of the PIX. Any further changes will take place as needed or required to run our current or future applications.

Our District will be replacing Lincoln JH teacher workstations in 2008-2009, HB teacher / classroom workstations in 2009-2010, LS Elementary workstations in 2010-2011, and High School teacher / classroom workstations in 2011-2012. As new equipment is purchased, the most current operating system being sold is generally installed. The platform for new technology purchases is Windows based PC's.

### **g. Technology Platform**

The following standards have been established as a guideline for replacement of existing facilities and the acquisition of new computer technology. Total cost of ownership must be considered when making a purchase; this includes not only the hardware purchase price, but the software and on-going technical support costs also. With limited support staff, we must define some standards that can be supported by the personnel. The supported desktop, printer, and laptop hardware in the past has been HP, IBM and some Apple. We have selected these models based on total cost of ownership, quality, price, reliability and ease of deployment and repair.

- *Recommended PC Hardware Configuration:*
  - P4 processor, 3.0 GHz speed, 512MB Ram, 40 GB hard drive, optical CDRW/DVD, 17" monitor, USB ports, Ethernet or wireless network connection, sound card, Windows XP Professional OS.
- *Minimum PC Hardware Configuration:*
  - P3, 700 MHz speed, 256MB Ram, 20 GB hard drive, 15" monitor, CDROM drive, Ethernet, Windows 2000 Professional OS.
- *Recommended Macintosh Hardware Configuration:*
  - G4, 700 MHz speed, 512MB Ram, 40 GB hard drive, 15" monitor, CDRW/DVD, Ethernet, USB ports, Mac OS X.
- *Minimum Macintosh Hardware Configuration:*
  - G3, 300 MHz speed, 128MB Ram, 8Gb hard drive, 12" monitor, CDROM, Ethernet, Mac OS 9.0
- *Recommended Software Configuration:*
  - Windows XP Professional, Mac OS X
  - MS Office 2003 / XP Professional, Mac Edition Office 2001 / XP
  - Outlook E-mail client
  - MS Internet Explorer
  - Adobe Reader
  - QuickTime
  - WinZip
  - Macromedia Flash

## Section IV: Technology Infrastructure, Management, and Support

### **h. Technology Staff Support**

Daily support is provided by the Desktop Support Specialist and the Director of Technology and Information Systems. The Director is available via cell phone for backup and on-call technology needs. Additionally, student interns are available one period each day. Both the Specialist and the Director are twelve month employees to insure the implementation of technology initiatives.

The backbone servers are covered by HP service warranties, and the router and switches are on SmartNet contracts. Internet service and lines are supported by Little Crow Telemedia Networks (LCTN). Little Crow Telemedia Networks (LCTN) is also available as needed. We also have service agreements with Marco Business for server and switch support and BusinessWare Office technologies for PC and peripheral support.

## **V. Role of School Media Center**

All of our school buildings have media centers. Our media center staff is engaged in the development of our technology plan and plays a large role in supporting technology instruction. The media centers assist teachers in using technology applications. The Director of Technology and Information Systems communicates with the local Glencoe Library regarding student use of public library technology to access school data. The Pioneer Land Library system is available to us.

## **VI. Staff Development and Training**

It is the Director of Technology and Information Systems recommendation that all new staff attend a technology workshop. During this time they will be given a District Technology Handbook which will include detailed instructions on: Logging on to the LAN, website, e-mail, electronic gradebook, virus protection, server access from home, telephone, voicemail, Microsoft tutorials and more.

Additional staff development is available through online instruction provided by Atomic Learning.

During scheduled late start days, teachers should be provided with time and instruction to edit department and course web pages.

In 2008-2011 development should focus on integration strategies. The Director of Technology and Information Systems and Administration will communicate more frequently with each other and with the staff to provide leadership. Tech Tuesday's might be implemented with the idea that teachers would meet and share classroom integration ideas.

## VII. Budget for Technology

To ensure that technology in District # 2859 remains at a high level. The district needs to view upgrading technology as a continuous process, budgeting a set amount for purchasing / upgrading computers and technology each year, along with the recurring costs of technology supplies maintenance, staff development and personnel.

In the past, District # 2859 determined that referendum money would be used for technology upgrading and maintenance in the amount of \$220,000 per year. Because of the financial situation of the district (Statutory Operating Debt), however, cutbacks are being made throughout the district budget. The current budget will not be sufficient to continue to improve the technology at GSL. Other revenue sources will be necessary to implement and determine the extent to which the entire technology plan is put into effect. State and Federal grants are being applied for, which may give extra monies to the district technology plan. The federal e-rate may help to finance additional networking and maintenance costs.

The **annual technology budget** for 2006-2007 was established as follows:

Communication / Phones	\$1,300.00
Consulting Fees	\$2,520.00
Instructional Supply	\$2,550.00
Repairs & Maintenance Service	\$10,000.00
Software & Licenses	\$18,600.00
Technology Equipment Purchases	\$34,100.00
<b>Total</b>	<b>\$69,070.00</b>

Section VIII: Implementation Plan

**VIII. Implementation Plan**

A proposed implementation schedule for upgrading networking, computers, and other technology related equipment is shown below.

<b>Technology Use Categories</b>	<b>When</b>	<b>Cost</b>	<b>Source</b>
<b>Annual Costs:</b>			
Communication / Phone	2007-2008	1,300	Ann. Tech Bgt.
Consulting Fees	2007-2008	2,520.00	Ann. Tech Bgt
Instructional Supply	2007-2008	2,550.00	Ann. Tech Bgt
Repairs & Maintenance	2007-2008	10,000.00	Ann. Tech Bgt
Software & Licenses	2007-2008	18,600.00	Ann. Tech Bgt
<b>New Equipment:</b>			
Net upgrades – wireless radio	2007-2008	4,100	Ann. Tech Bgt
upgrades HB, LS (2) hard wire Lab.			
Lincoln JH – Teacher WS, Presentation carts w/ LT's	2007-2008	30,000	Ann. Tech Bgt
Smartboard for lab, *Replace color printer in RM 121 HS			
*2 new laptops @ LS			
HS Video Production class	2007-2008	15,000	City of Glencoe



Section VIII: Implementation Plan

Technology Use Categories	When	Cost	Source
<b>Annual Costs:</b>			
Communication / Phone	2008-2009	1,300	Ann. Tech Bgt.
Consulting Fees	2008-2009	2,520.00	Ann. Tech Bgt
Instructional Supply	2008-2009	2,550.00	Ann. Tech Bgt
Repairs & Maintenance	2008-2009	10,000.00	Ann. Tech Bgt.
Software & Licenses	2008-2009	18,600.00	Ann. Tech Bgt.
<b>New Equipment:</b>			
Net upgrades – vent closets @ HB & LS, serv. for WSUS @ HB,	2008-2009	4,100	Ann. Tech Bgt.
Snap server for NWEA testing.			
HB Elem. – Teacher WS,	2008-2009	30,000	Ann. Tech Bgt
Presentation carts w/ LT's			
Smartboard for lab, *Replace			
Laser printer in counseling off. @ HS			

Section VIII: Implementation Plan

Technology Use Categories	When	When	Source
<b>Annual Costs:</b>			
Communication / Phone	2009-2010	1,300	Ann. Tech Bgt.
Consulting Fees	2009-2010	2,520.00	Ann. Tech Bgt
Instructional Supply	2009-2010	2,550.00	Ann. Tech Bgt
Repairs & Maintenance	2009-2010	10,000.00	Ann. Tech Bgt.
Software & Licenses	2009-2010	18,600.00	Ann. Tech Bgt.
<b>New Equipment:</b>			
Net upgrades – Serv @ LS	2009-2010	4,100	Ann. Tech Bgt
For WSUS, snap server for NWEA			
Testing.			
LS Elem. – laptops for present.	2009-2010	30,000	Ann. Tech Bgt
Carts, 2 laptops for High School			
Computer teachers, new			
Teacher workstations at LS.			

\*\*\*With changes in technology, it is difficult to project long range beyond a couple of years. This implementation schedule can and should be modified as necessary with the recommendations and approval of the technology committee.

## **IX. Evaluation Plan**

### **a. Summary of Results of Evaluation of Previous Three-Year Plan**

Our 2004-2007 Technology Plan was reviewed at minimum, bi-annually with the Technology Committee and the School Board. In June, 2005 we met for the last time to finish up the details that would occur in 2006-2007 before the new three year planning process would begin. Some 2004-2007 members will remain on the committee, others will retire and new members added.

### **b. Evaluation Strategy for 2008-2011 Technology Plan**

Letters are sent out by the Director of Technology and Information Systems to each Technology Committee member informing them of a scheduled meeting and providing them with an agenda. At each meeting we review a part of the plan. The process begins with a review of the needs assessment. The most significant amount of time is spent on writing objectives, strategies and planning our actions. The Desktop Support Technician takes notes at the meetings. Each member of the Technology Committee approves the plan when it is complete. Any adjustments needed to the plan on an annual basis are discussed with the Technology Committee and solutions agreed upon. The Director of Technology and Information Systems communicates to the School Board by making School Board presentations open to questions and concerns. The Technology Plan and Policies are posted on the district website.