



## **2012 Technology Bridge Plan Guidance and Template**

Most local education agencies (LEAs) currently have an approved 2008-11 Technology Plan on file with the Minnesota Department of Education (MDE). The 2008-11 Technology Plan is structured to allow LEAs to maintain eligibility for a variety of funding programs through June 30, 2011. As the transition is made to a new web-based system for the 2013-16 Technology Plan submission, a plan is needed to bridge the gap. This 2012 Technology Bridge Plan Guidance and Template is an interim planning process. It provides a framework for LEAs to update their technology plans to extend funding eligibility for the time period of July 1, 2011-June 30, 2012 without creating completely new plans.

### **Plan Development**

If an LEA elects to create a 2012 Technology Bridge Plan, it must use the provided template. Responses to the five identified plan components should include only updates to the content of the LEA's approved 2008-11 Technology Plan. It is not necessary for LEAs to create new technology plans for the purposes of this update. If an LEA does not have an approved 2008-11 Technology Plan on file with MDE, it should use the e-mail contact below to request individualized planning guidance.

[Please visit the Universal Service Administrative Company \(USAC\) Website for more information about technology planning.](#)

### **Plan Submission and Review**

The 2012 Technology Bridge Plan may be submitted at any time until the end of the plan period. They will be reviewed as they are received, and approval letters will be issued. The 2012 Technology Bridge Plans and approval letters will be posted to the MDE Website (address below) as they become available.

[View the approved 2008-11 Technology Plans, the 2012 Technology Bridge Plans and approval letters currently available on the MDE Website.](#)

The 2012 Technology Bridge Plans will be reviewed to determine if the LEA has made a good-faith effort to address updates to each of the five plan components. The attached 2012 Technology Bridge Plan Review Checklist will allow the reviewer to record if this good-faith effort has been made. If not, the LEA will be asked for specific clarifications in order to solicit the information needed for approval.

Please submit completed technology plans and related questions via e-mail to [mde.schooltechplan@state.mn.us](mailto:mde.schooltechplan@state.mn.us)



**2012 Technology Bridge Plan Cover Sheet**

<b>ORGANIZATION INFORMATION</b>	
<b>District/Agency/School (legal name):</b>	<b>GLENCOE-SILVER LAKE PUBLIC SCHOOLS</b>
<b>District Number:</b>	<b>2859</b>
<b>Technology Plan Status</b>	<b>The district/agency/school has an approved 2008-11 Technology Plan:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>IDENTIFIED OFFICIAL WITH AUTHORITY INFORMATION</b>	
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<b>TECHNOLOGY CONTACT INFORMATION</b>	
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## 2012 Technology Bridge Plan

**Instructions:** Use the format below to complete your responses. Do not include any attachments or additional materials. Expand text boxes and add rows as needed.

### I. Technology Needs Assessment

Briefly describe recent changes in the technology needs of the school/district and the method(s) used to gather that information.

Discussions with regional and statewide organizations/committees as well as conversations with Glencoe-Silver Lake's district committees, technology teams, administrative teams, and other departments are conducted on a regular basis. These conversations have helped guide the technology needs and goals of the district. Finally, yearly technology assessments are used to measure the effectiveness of the implementation of technology throughout the district. Changes to the district needs are: District Wide Wireless Mesh, Upgrades to the districts core and border switches and routers, Online / Blended learning, Increased access to Internet-enabled and interactive technology devices for students, Increased access to digital content, Increased integration of technology into the classroom, Digital curriculum management system, Continued staff development, better access for parents to school information, and the continuation of camera security to all district buildings while working with local law enforcement agencies to grant access to these cameras on an as needed basis. With the adoption of these technologies, Glencoe-Silver Lake Public Schools needs to ensure it has adequate resources, support, and funding to successfully integrate into the students and teachers learning environment(s).

## II. Goals and Strategies

- Ensure that all Glencoe-Silver Lake students fully engage in a 21st century learning environment.
  - Investigate distance/online options for teaching and learning and develop a comprehensive plan for district implementation.
  - Pilot/Research mobile technologies and develop a mobile learning plan to extend student access as well as learning and teaching to Glencoe-Silver Lake staff and students.
  - Work with district principals to develop a technology integration observation/assessment model for all K12 classrooms
  - Expand 24/7 access to student courses and learning materials (K-12)
  - Update district's current technology assessment to include current technologies and transformative instructional practices.
  - Begin the process of planning for a 1:1 (iPad / Xoom) initiative in the district for the 2011-2012 school year.
- Centralize and strengthen support services
  - Investigate and implement a remote desktop support system
- Offer multiple and varied opportunities for technology integration training
  - Development of a tech integration team of "lead" tech teachers. Once developed continue to support and train.
  - Continued technology application training.
- Improve district hardware and infrastructure
  - Research and develop a teacher desktop / laptop replacement plan.
  - Continue to expand the district's virtualization. Need to explore the virtual desktop and continue to monitor the ROI of the technology.
  - Replace aging core and border router switches and routers
- Increase Communication between Staff, Students, and Community
  - Explore the use of social media (Twitter, Facebook, and YouTube) as a communication tool for Glencoe-Silver Lake Public Schools parents, students, and the community.
  - Monitor and promote the effective use of Infinite Campus and its Parent Portals K-12.
- Improved camera security
  - Implement IP-based digital system at all remaining district buildings
  - Work with all agencies to provide access to local law enforcement agencies.

### **III. Professional Development Plan**

Briefly describe updates or additions to planned technology professional development.

Staff development will be offered in different ways:

- Built in staff development days and / or early outs will be used to provide technology application training for all staff.
- Regularly scheduled before and after school technology training will be available to staff on an optional basis at a district level.
- Each building tech integration team will plan building level tech training.
- Tech integrationists will be available to work one-on-one with teachers requesting assistance with tech integration
- PLC-type training will be developed for ‘big-picture’ 21<sup>st</sup> century skill integration strategies.
- Plans will be made to provide a Summer Tech Academy for interested teachers.

#### **IV. Budget for Technology**

Summarize the general budget categories for your school districts. This will help demonstrate how the school/district will fund the cost of planned technology services after any E-rate discounts are applied. Also list all the specific services for which you will apply and receive E-rate discounts.

- Equipment/Hardware – Tech Department - \$100,000
- Building Tech Equipment Budgets - \$60,000
- Technology Support Staff - \$161,720
- Maintenance - \$12,500
- Telecommunications/Internet Access – Little Crow Telemedia - \$30,000
  - Other Communication - \$45,000
- Software/Licenses - \$30,000

#### **V. Evaluation**

Concisely explain how the implementation of the technology plan will be evaluated.

The plan will be reviewed monthly at admin team meetings, quarterly at district technology committee meetings, and also will be part of the end of year review with Superintendent of Glencoe-Silver Lake Public Schools and the Director of Information and Technology.



**2012 Technology Bridge Plan Review Checklist**

**Instructions:** Mark *Proficient* to indicate that the plan demonstrates a good faith effort to address updates to each of the five plan components. Mark *Not Proficient* to indicate that the plan does not demonstrate a good-faith effort to address updates to each of the five plan components. Note that a plan must be proficient in all five components in order to be approved.

Review Summary	
<b>LEA:</b>	
<b>District #:</b>	
<b>Review Date:</b>	
<b>Reviewer:</b>	
<b>Approved (Y/N):</b>	
<b>Comments/Clarifications:</b>	

Plan Component	Proficient	Not Proficient
<b>I. Technology Needs Assessment</b>		
<b>II. Goals and Strategies</b>		
<b>III. Professional Development Plan</b>		
<b>IV. Budget for Technology</b>		
<b>V. Evaluation</b>		

<p>Note any clarifications provided by the LEA subsequent to review here.</p>
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