

Gateway Regional School District
Technology Plan

2009-2012



Benchmark Standard 1: Commitment to a Clear Mission and Vision and Implementation Strategies

District Mission Statement:

The mission of the Gateway School Committee is to ensure that a well-rounded educational experience is available for all children in the school district, which will allow each of them to maximize their individual potential so that they may become successful, active, integral members of an ever changing world. The Committee recognizes that in fulfilling its mission, it must work with all member towns to assure that the needs and concerns of each are addressed.

Technology Mission Statement:

We believe that people are empowered by their independent use of technology and united by their opportunities to share resources and communicate in a global community.

The Gateway Regional School District is committed to the use of all available resources to provide quality instructional programs through which all students will develop their greatest potential, demonstrate mutual respect, work cooperatively to achieve clearly stated goals, value the learning process and prepare, in a safe and orderly environment, for a productive role in a democratic society.

Our mission is to provide children in the Gateway Regional School District with the knowledge, tools, and learning experiences, which enable them to use technology in a variety of ways in all curricular areas. It is our expectation that by implementing this plan, The Gateway Regional School District will become a regional and national leader in the effective integration of educational technology.

Vision Statement:

“The Gateway Regional School District will provide an exemplary education that challenges all students in an instructional setting appropriate to their needs.”

To attain this vision the district is committed to the use of technology as a classroom tool for the access of information, production of quality products, communication, and organization of information in the context of the curriculum frameworks.

For the staff and students of the Gateway Regional School District, we envision technology as:

- Promoting lifelong learning in ways that optimize instruction.
- Supporting the educational process as a tool to access information, analyze and solve problems and communicate ideas.
- Being an integral part of the way we work, teach, and learn.
- Being approached in an ethical, responsible, and innovative manner.

We believe that technology can improve teaching and learning and we respect and rely upon our teaching and administrative staff as the keys to implementing of this plan. This belief is supported by a commitment to provide the teaching staff with numerous opportunities for professional and personal growth in return for their willingness to accept change, to risk, and to extend themselves both personally and professionally.

We believe that parents play an important role in their children's education and that to implement these goals will require parent support both within the classroom and at home.

District Goals for Technology Use:

Technology Focus Area 1 – *Student Learning*

Goal: The Gateway Regional School District will improve student achievement through the integration and implementation of technology into all areas of the curriculum at all levels.

Technology Focus Area 2 – *Teacher Preparation and Delivery of Instruction*

Goal: The Gateway Regional School District will provide on-going professional development opportunities to assist teachers in delivering effective, technology-supported instruction to improve student learning.

Technology Focus Area 3 – *Data Management and Communications*

Goal: The Gateway Regional School District will use technology to improve administration, data management and communication throughout the school system as well as to improve communication between the school system and the community.

Technology Focus Area 4 – *Access to Technology*

Goal: The Gateway Regional School District will provide adequate and equitable access to current instructional technology tools and resources for staff and students.

Focus Area 5 – *Technology Support*

Goal: The Gateway Regional School District will continue to provide timely, quality assistance and support that maintains the student and staff learning and work environments.

The District has a Technology team that is co-led by the Director of Technology and the Director of Curriculum and Instruction. Members include teachers, administrators and community members.

The District has a CIPA compliant Acceptable Use Policy that is signed each year by faculty, staff and students. The signature process is tracked electronically to insure that only individuals who have signed the policy have access to the computer resources at the Gateway Regional School District.

The District has a separate technology budget. Please refer to Appendix 1 for details. The District participates in the E-Rate program to help fund its telephone and Internet connectivity services.

Benchmark Standard 2: *Technology Integration and Literacy*

2009-2010

Teacher Integration:

- Increase the number of teachers who use technology on a daily basis for administrative, instructional and communication purposes. Insure that 85% of teachers maintain a classroom web page that minimally includes daily homework. All teachers will report daily attendance via the PowerSchool system.
- Increase the number of teachers who integrate technology into the curriculum on a weekly basis to meet the needs of all learners.
- Support the technology needs of new teachers through the mentor program.
- Provide classroom based SmartBoard training for teachers, this will ensure that teachers are effectively using this interactive technology tool which is available throughout the district.
- Purchase Math Smart Notebooks. These notebooks will provide a method for teachers to instantly integrate the use of the smart board into the math curriculum.
- Provide Podcasting training to a group of teacher leaders from each building. The teacher leaders will then offer training to all other teachers in the District.
- The District conducts a yearly teacher survey to determine the use of technology in the classroom.

Technology Literacy:

- The District Technology Director and Director of Curriculum and Instruction will begin to align current curriculum documents with the MA Instructional Technology Standards to insure that students are receiving the necessary instruction to meet the standards by 8th grade.
- Form a team of teachers to develop formal assessments for the MA Instructional Technology Standards at Grades 3,8 and 12. Draft assessments would be completed by August 2010. Pilot assessments in October 2010 to determine a baseline. Input results into the Data Warehouse.
- Pilot formal keyboarding instruction in two 3rd grade classrooms.
- Develop or purchase an Internet Safety curriculum for Grades 3 and 7.

Staffing:

- The District currently employs a full-time Director of Technology.
- The District does not currently have a full-time instructional technology instructor.

- The District currently employs a full-time data manager.
- The District currently employs a full-time network technician and a full-time technology help desk supervisor.
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2010-2011

Teacher Integration:

- Increase the number of teachers who use technology on a daily basis for administrative, instructional and communication purposes. Insure that 90% of teachers maintain a classroom web page that minimally includes daily homework. All teachers will report daily attendance via the PowerSchool system and will use the PowerTeacher system to track grades and process report cards
- Increase the number of teachers who integrate technology into the curriculum on a weekly basis to meet the needs of all learners.
- Support the technology needs of new teachers through the mentor program.
- Utilizing a train the trainer model ensure that all teachers have formal classroom training in the use of the Smartboard and the Smart Notebook software.
- Ensure that the previously purchased Math SmartNotebooks are fully integrated into the middle school math curriculum.
- Begin to have teachers utilize the Data Warehouse to analyze the results of District and State Assessment.
- The District conducts a yearly teacher survey to determine the use of technology in the classroom.

Technology Literacy:

- Complete the alignment of the current curriculum documents with the MA Instructional Technology Standards to insure that students are receiving the necessary instruction to meet the standards by 8th grade. Share the documents with the classroom teachers to begin to develop an implementation plan.
- Analyze the data from the Pilot draft technology assessments. Based upon the results of the survey modify the assessments as needed. Administer the revised assessments in June of 2011. Input results into the Data Warehouse.
- Provide formal keyboarding instruction to all 3rd grade classrooms.
- Implement the Internet Safety curriculum in Grades 3 and 7.

Staffing:

- The District currently employs a full-time Director of Technology.
- The District ... instructional technology instructor.
- The District currently employs a full-time data manager.
- The District currently employs a full-time network technician and a full-time technology help desk supervisor.

2011-2012**Teacher Integration:**

- Increase the number of teachers who use technology on a daily basis for administrative, instructional and communication purposes. Insure that 100% of teachers maintain a classroom web page that minimally includes daily homework. All teachers will report daily attendance via the PowerSchool system and will use the PowerTeacher system to track grades and process report cards
- Increase the number of teachers who integrate technology into the curriculum on a weekly basis to meet the needs of all learners.
- Support the technology needs of new teachers through the mentor program.
- Implement the Parent Portal from Powerschool for grades 9-12.
- The District conducts a yearly teacher survey to determine the use of technology in the classroom.

Technology Literacy:

- Formalize the implementation plan for the MA Instructional Technology Standards to insure that students are receiving the necessary instruction to meet the standards by 8th grade. Develop units of instruction for the standards and pilot in grades 3 and 8.
- Analyze the data from the June 2011 technology assessment. Based upon the results of the survey modify the assessments as needed. Administer the revised assessments in June of 2012. Input results into the Data Warehouse.
- Evaluate and if necessary modify the Keyboarding and Internet Safety curriculums.

Staffing:

- The District currently employs a full-time Director of Technology.
- The District currently employs a full-time data manager.
- The District currently employs a full-time network technician and a full-time technology help desk supervisor.
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Benchmark Standard 3: *Technology Professional Development***2009-2010**

- Based upon the District developed Teacher Technology Assessment provide short courses and on-line professional development opportunities for students and staff.
- Maintain a list of curriculum support resources on the District web site.
- Develop a short course for new teachers to introduce them to the technology resources available at GRSD.
- Provide a PowerTeacher short course to introduce teachers to the features of the new grading software.
- Continue to support teachers in their personal professional development plans.
- Continue to increase the level of teacher proficiency in technology integration and presentation techniques to meet the needs of all learners.
- Provide Data Warehouse training to teacher leaders in each building.
- Offer targeted small group instruction to staff members who have not reached the proficient level on the MA TSAT.
- Support the professional development activities of teachers involved in grant Programs such as Teaching American History and the Science Teachers Program at Westfield State.

2010-2011

- Develop a short course on Data Teams and offer to all certified staff in the District.
- Implement the Data Team Model to a pilot group to ensure that our staff utilize data to inform instruction.
- Deliver the District developed short course for new teachers to introduce them to the technology resources available at GRSD. Current staff who need a refresher may also attend this offering.
- Continue to offer high quality professional development opportunities based upon the results of the district and TSAT assessments.

2011-2012

- District wide implementation of the Data Team Model to ensure that our staff utilize data to inform instruction.
- Deliver the District developed short course for new teachers to introduce them to the technology resources available at GRSD. Current staff who need a refresher may also attend this offering.
- Continue to offer high quality professional development opportunities based upon the results of the district and TSAT assessments.

Benchmark Standard 4: *Accessibility of Technology*

2009-2010

- The District currently maintains a 1 to 1.5 student to computer ratio.
- The District utilizes graphing calculators and probes (such as temperature and motion) to enhance the educational experience.
- The District will continue to purchase Smartboards until there is one in every classroom. The plan for 2009-2010 is to purchase 5 Smartboards for District classrooms.
- The District currently leases all laptop units in the District and is on a 5 year replacement cycle.
- The District currently provides wireless access in all buildings.
- The District offers a low cost lease program for students to purchase laptop computers. The lease includes a 3 year warranty and accidental damage insurance policy. All units are serviced by GRSD. All leased computers include a free dial-up Internet Access Account.
- The district provides after school hour Internet access at the Middle and High School complex.
- A list of after school hour Internet providers is posted on the District web site.
- The District currently staffs the following full time positions: Director of Technology, Network Administrator, Data Manager, Help Desk Manager. We also have a part-time help desk technician (15 hrs per week)

2010-2011

- The District will continue to purchase Smartboards until there is one in every classroom. The plan for 2010-2011 is to purchase 2 Smartboards for District classrooms.
- The District will evaluate its current wireless infrastructure to determine an upgrade path to newer wireless standards and speeds. A phased upgrade plan will be developed
- The District will continue to maintain the technology staffing level from the 2009-10 fiscal year.

2011-2012

- Begin to implement Phase 1 of the upgrade to the wireless infrastructure.

- Review the 5 year computer replacement plan to ensure equity in the availability of technology at each site.
- The District will continue to maintain the technology staffing level from the 2010-11 fiscal year.

Benchmark Standard 5: *E-Learning and Communications*

2009-2010

The District currently has students enrolled in on-line courses to supplement the local course offerings.

The District has an official electronic document retention policy and is in the process of setting up the archival process.

The District maintains an up-to-date web site that includes information for parents and community members.

The District will implement “School Messenger” an automated phone, text message and email communication system.

An ad-hoc committee will be assembled to study the best practices of implementing distance learning into the curriculum.

The District currently maintains IP based connections for access to web-based and/or interactive video learning on the local, state and national level.

2010-2011

Increase the number of on-line courses for middle and high school students by 10%.

Full implementation of the electronic document archival system.

Create an on-line listing on the District Web Site of E-learning resources available for students at all grade levels.

Begin to implement the best-practices created by the Distance Learning Ad-hoc committee.

The District currently maintains IP based connections for access to web-based and/or interactive video learning on the local, state and national level.

2011-2012

Increase the number of on-line courses for middle and high school students by 10%.

Maintain and update the on-line listing on the District Web Site of E-learning resources available for students at all grade levels.

Finish the implementation of the best-practices created by the Distance Learning Ad-hoc committee.

The District currently maintains IP based connections for access to web-based and/or interactive video learning on the local, state and national level.

Appendix A

Budget for the 2010-11 School Year:

CHS TECH MAINTENANCE	\$1,000.00
LITTLEVILLE TECH MAINTENANCE	\$1,000.00
GMS TECH MAINTENANCE	\$500.00
GHS TECH MAINTENANCE	\$1,500.00
DIS TECHNOLOGY SUPPLIES	\$5,000.00
COMPUTER TECH/TECH DIR.	
TRAVEL	\$600.00
DIS ADMINISTRATIVE	
TECHNOLOGY	\$45,915.00
CURR IMP/INSTRUCTION	
SOFTWARE	\$4,700.00
INSTR COMPUTER	
LEASE/PURCHASE	\$70,000.00
DIS TECH MAINTENANCE	\$7,500.00
Total	\$137,715.00