

District Technology Plan 2013-2016

Raymore-Peculiar School District

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I. RPSD Collective Commitments

- We are committed to consistency and accountability for each student's success.
- We are committed to a system of support for students and adults.
- We are committed to a safe, trusting and collaborative environment.
- We are committed to best practices.
- We are committed to high expectations for learning, behavior and citizenship.
- We are committed to quality communication and positive relationships with all stakeholders.
- We are committed to effective communication regarding student progress.
- We are committed to data-driven decision making.
- We are committed to appropriate use of appropriate channels for communication.
- We are committed to a guaranteed (consistent) and viable (doable) curriculum.
- We are committed to maintaining fiscal responsibility while improving student achievement.

II. RPSD Mission Statement

Preparing EACH student for a successful and meaningful life.

III. District Technology Mission Statement and Goal

Preparing EACH student for a successful and meaningful life.

IV. RPSD Technology Vision Statement

Preparing EACH student for a successful and meaningful life.

V. Core Understandings

The following seven core understandings for student digital learning serve as the foundation for the planning, implementation and evaluation of the RPSD Technology Plan.

RPSD Students will:

1. Effectively select appropriate digital tools to complete tasks and problem solve.
2. Adapt to utilize, learn and troubleshoot digital resources.
3. Use appropriate digital resources to effectively communicate independently and within groups.
4. Use digital resources to work collaboratively and independently.
5. Use digital resources effectively to demonstrate leadership skills in a global society.
6. Acquire information and assess its validity.
7. Use digital resources appropriately and responsibly to enhance digital citizenship.

VI. Planning Overview

The Department of Elementary and Secondary Education (DESE) has required school districts to submit a three-year district technology plan. This is also a requirement of the Federal Communications Commission (FCC) for any school district that participates in the federal eRate program. The last couple of plans that were completed and submitted to DESE were in 2007 and 2010. In 2012, the FCC and DESE have discontinued the required submission of a technology plan for districts unless they receive Priority 2 funding. RPSD is not eligible for Priority 2 eRate funding and only receives Priority 1 due to our free and reduced lunch numbers which are below that level of funding eligibility. RPSD understands the importance of strategic planning and is committed to continue with the process of producing a three year district technology plan.

This district technology plan was created by the district technology committee. The district technology committee is chaired by the Director of Technology and is comprised of a representative from each school building (K-12) and the Technology Department staff. This committee meets at least quarterly every year. The committee monitors and works on revisions for the technology plan in accordance with the vision and direction of the district. The Technology Plan aligns to the district Comprehensive School Improvement Plan (CSIP) and in turn integrates into the CSIP.

VII. CSIP 2011-2015

VIII. Technology Plan Goal Strategies

TFA 1 - Student Learning:

The district will develop, teach and assess a K-12 guaranteed (consistent classroom to classroom) and viable (doable within the school year) curriculum. (CSIP Strategy: Student Achievement- 2- 1-1)

TFA 2 - Teacher Preparation and Delivery of Instruction:

The district will provide professional development for all staff members. (CSIP Strategy: Quality Staffing -1-2)

TFA 3 - Administration/Data Management/Communication Processes:

The district will use multiple methods to communicate key messages. (CSIP Strategy: Communication Internal 2-4)

TFA 4 - Resource Distribution and Use:

Review and maintain a three-year technology plan. (CSIP Strategy: Effective and Efficient Operations:1-7)

TFA 5 - Technical Support:

District personnel and staff will have adequate technical support to effectively use instructional and administrative technologies.

IX. Goal Strategies and Action Steps

Raymore-Peculiar CSIP Goal: The district will demonstrate annual improvement in student achievement as measured by local, state and national assessments. **(TFA 1 - Student Learning)**

The district will develop, teach and assess a K-12 guaranteed (consistent classroom to classroom) and viable (doable within the school year) curriculum. (CSIP Strategy: Student Achievement- 2- 1-1)

Objective: By 2017 the percentage of students indicating they use technology to support learning will increase from NA to 90% as measured by a district student technology survey.

No.	Action Steps	Resources	Roles	Timeline/Due Date
1	Streamline the instructional software approval process to assist in timely implementation of needed instructional software.		Director of Curriculum, Director of Technology,	Ongoing
2	Create a technology survey to assess district utilization of current technology and to identify future needs and wants.		Technology Department	SY 2014/15
3	Develop a district instructional technology integration committee made up of teachers, instructional staff and technology staff, to support student's regular use of new and existing technologies for learning.		Technology Department	
4	Use the Web Network to provide a collection of web-based resources for students that support the curriculum and the creation of digital projects.		Curriculum & Technology Departments	
5	Enhance digital online learning systems (Web Network, BYOC) to increase the digital learning features and access to resources.	Time	Technology Department	Summer 2014
6	Investigate opportunities to encourage the use of personal devices for students in the Raymore Peculiar School District.		Technology Department	Summer 2016
7	Develop a web based resource of instructional strategies/lessons to support NETS standards integration.	Time		Annually
8	Explore digital content with every resource adoption.	Time		

Raymore-Peculiar CSIP Goal: All staff will meet or exceed performance expectations annually as outlined in job descriptions, evaluations, professional learning community standards, state and federal mandates or will be making progress on an improvement plan toward meeting performance expectations. **(TFA 2 - Teacher Preparation and Delivery of Instruction)**

The district will provide professional development for all staff members. (CSIP Strategy: Quality Staffing -1-2)

Objective: By 2017, the percentage of staff members who demonstrate continuous improvement or achieve the advance level of competency will increase from NA to 90%

No.	Action Steps	Resources	Roles	Timeline/Due Date
1	Develop a technology summer institute curriculum.	Time	Technology	Annually
2	Provide a technology strand at the new Teacher Orientation for all teachers new to RPSD to acclimate them to district policies, procedures, culture and vision.	Time	Director of Technology & Technology Coaches	Annually
3	Research and integrate a framework to further increase the technology integration in classrooms.	Time	Technology Coaches	Summer 2015
4	Publish the iTeach monthly during the school year to inform and promote technology use and integration	Time	Technology Coaches	Ongoing
5	Send the technology learning teachers to the MOREnet Conference.		Director of Technology	Annually
6	Send two building technology contacts to the CSD Technology Leadership Academy.	\$2,000/year	Director of Technology	Annually
7	Launch an online learning system to provide on-demand PD.	TBD	Technology Department	Summer 2016
8	Develop a technology competency matrix outlining technology skills that support work with students and aligns with NETS standards.	Time	Director of Technology & Technology Coaches	Annually
9	Deploy staff development that aligns with and support the skills outlined in the Technology Competency Matrix.	Time	Director of Technology & Technology Coaches	Ongoing
10	Conduct ongoing training & networking sessions to provide teacher PD.	Time	Technology Coach	Ongoing
11	Conduct quarterly district instructional technology integration meetings.	\$750/year	Director of Technology	Quarterly

Raymore-Peculiar CSIP Goal: By 2015, the district will achieve a score of 4.17 or higher (on a 5.0 scale) on the employee survey about the quality of communication coming from the district. **(TFA 3 - Administration/Data Management/Communication Processes)**

The district will use multiple methods to communicate key messages. (CSIP Strategy: Communication Internal 2-4)

By May 1st, 2016, 80% of district staff will agree that there is effective communication around technology issues district wide.

No.	Action Steps	Resources	Roles	Timeline/Due Date
1	Technology Committee will meet regularly during the school year to review and assess the Technology Plan progress.	\$750/year	Director of Technology	Quarterly
2	Annually update the Technology Office Handbook to keep information, procedures, and forms current.	Time	Director of Technology	Annually
3	Introduce to new RPSD families the option for online registration via SISK12.	Time	Student Data Center Staff	Fall 2013
4	RPSD will continue to comply with the guidelines of the Children's Internet Protection Act (CIPA) and comply with the regulations to participate in the federal eRate program.	Time	Director of Technology	Annually
5	Annually the RPSD Technology Acceptable Use Policy (AUP) will be evaluated and updated to address new technologies.	Time	Director of Technology	Annually
6	Setup email alerts in the District SIS system for administrators and principals.	Time	Student Data Center Staff	Summer 2014

Raymore-Peculiar CSIP Goal: By 2015, the district will achieve a score of 4.15 out of 5 on a Balanced Scorecard regarding Effective and Efficient Operations. **(TFA 4 - Resource Distribution and Use)**

Review and maintain a three-year technology plan. (CSIP Strategy: Effective and Efficient Operations:1-7)

Institute a standard of technology for all classrooms to ensure technical resources are comparable to the growth of the district.

No.	Action Steps	Resources	Roles	Timeline/Due Date
1	Computer refresh: (Teachers & Offices) Creekmoor Elementary (520) , Shull Elementary (520), Middle School (Plan to upgrade to 7)	\$300,000	Technology Department	SY 2014/15
2	Computer refresh: (Teachers & Offices) High School (745), Eagle Glen (745), Peculiar Elementary (760)	\$300,000	Technology Department	SY 2015/16
3	Computer refresh: (Teachers & Offices) Academy, Timber Creek Elementary (755), Bridle Ridge (760)	\$300,000	Technology Department	SY 2016/17
4	Computer refresh: (Teachers & Offices) Raymore Elementary (760), Stonegate Elementary (755), ASC	\$300,000	Technology Department	SY 2017/18
5	Annually create a computer retirement list to surplus older computers. The computers on the retirement list will be communicated to schools and then retired during the summer.	Time	Technology Department	Annually
7	Perform a wireless network upgrade at Raymore, Peculiar, Shull, Timber Creek, Creekmoor and Stonegate to further support the Digital Transformation Process.	\$30,000	Technology Department	Winter 2014
8	Capitalize on grant opportunities (ie. Vocational Enhancement Grant) to maximize district financial resources.	Time	Director of Technology, Teachers	Ongoing
9	Create a 3-year replacement cycle for the Bosch DVR security camera systems.	\$2,000/year	Technology Department	Annually
10	Develop a process to prioritize all existing and new technologies to be inventoried			
11	Develop and implement a process to maintain an accurate inventory of prioritized technology resources.			
12	Audit and review the inventory process for regular improvement.			

TFA 5 - Technical Support:

District personnel and staff will have adequate technical support to effectively use instructional and administrative technologies.

By May 1st, 2016, the Raymore Peculiar Technology Team will achieve 85% in overall user satisfaction.

No.	Action Steps	Resources	Roles	Timeline/Due Date
1	Develop a process to systematically gather feedback from end users.	Time	Technology Team	Summer 2014
2	Provide 10 hours of technical PD for Technology Department staff on emerging technologies and maximizing support resources.	\$2,000/year	Director of Technology	Summer 2015
3	Hire an on-site, dedicated data technician for the technology department, to support the collection of district core data and reporting.	\$40,000	CFO & Director of Technology	Summer 2015
4	Hire instructional coaches to enhance the transition towards an integrated digital classroom.	\$40,000/	CFO & Director of Technology	Ongoing
5	Create a programmer/web developer position.	\$60,000	CFO & Director of Technology	Summer 2016

X. Additional Elements

(Communication, Dissemination, Monitoring and Evaluation)

The Raymore-Peculiar School District Technology Plan is presented to the RPSD Superintendent and Board of Education for review and approval. The district makes the Technology Plan available to stakeholders publically via the Board of Education Packet and the plan will be published on the district website. The RPSD Technology Director and Department will continuously monitor and evaluate the progress of the objectives of the Technology Plan. In addition, the RPSD Technology Committee meets quarterly and will monitor and evaluate the plan. The RPSD Technology Plan is in compliance with the DESE Technology Plan Approval Checklist. It is also in compliance with the federal No Child Left Behind Act (NCLB) and the Universal Service Fund for Schools and Libraries, known as the eRate discount program. Technology plans are a requisite for participation in the Missouri Technology Network Program (TNP) administered through MOREnet, the federal Title II.D Ed Tech programs, and the federal eRate discount program.