

Moscow School District Technology Plan 2008-2011

Goal #9: Utilize technology to improve academic achievement and teacher effectiveness.

Objective #1: Provide pertinent technology professional development for teachers to facilitate the acquisition of applicable technology skills.

Status: In Progress

Eval: The number of teachers who participate in technology skill development activities.

#	Action Strategy	Staff Responsible	Best Practices Supported by Research	Resources Needed	Target Date	Funding Source	Means of Evaluation	Status
1	Provide a variety of professional development delivery formats for teachers to facilitate the acquisition of applicable technology skills.	Curriculum Director, Instructional Technology Coordinator, Principals.	Just-In-Time, one-on-one, small group, mentoring, conference attendance, workshop activities and on-line activities.	Personnel, Materials, Time, Technology, Training, Facility	Spring 2008	Building	Number of teachers who participate in technology skill development activities.	In Progress
2	Employ, inform and train teachers and support relevant technologies to improve instructional practices, such as Lexia, Plato, tablets, chalkboards, etc.,	Curriculum Director, Instructional Technology Coor, Technology Staff		Personnel, Materials, Time, Technology, Training	Ongoing	District, Building, Title I, Special Education, Technology, Additional Grant	A list of supported software with a clear process for technical and instructional support, as well as "How-to" information for each supported product is posted to MSDNet-Intranet.	In Progress
3	Continue to utilize a software evaluation and approval process based on instructional considerations and computer/network capacity to improve instructional practices.	Curriculum Director, Instructional Technology Coor		Technology, Training	Ongoing	District, Title I, Special Education, Additional Grant	All purchased products work as intended on the District's system to enhance student achievement.	In Progress

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Objective #2: Continue to identify innovative strategies and research-based best practices for integrating technology with curricula and instruction and post to MSDNet (Intranet).

Status: In Progress

Eval: The Instructional Support Resources database on MSDNet is current.

#	Action Strategy	Staff Responsible	Best Practices Supported by Research	Resources Needed	Target Date	Funding Source	Means of Evaluation	Status
1	Create and maintain matrices of Reading and Math Resources on MSDNet - Intranet, to develop greater awareness of the integration of relevant instructional resources with curricula and instruction.	Curriculum Director, Instructional Technology Coor	On-line resources enable learning 24/7.	Time, Technology	June 2011	District	Reading and Math Resource Matrices are posted to MSDNet - Intranet, and include district supported instructional resources, web links and skills targeted by grade level.	In Progress
2	Maintain on-line learning resources for secondary students that are tied to the curriculum, on the District's external web-site.	Secondary Librarians	On-line resources for students enable learning 24/7	Time, Technology, Training	Ongoing	District	Online student resources that support classroom activities and are available 24/7 on the District's web-site.	In Progress
3	Maintain shared services among libraries, (such as Interlibrary loan transactions, LILi, shared catalogs, and partnerships in virtual reference services.	Librarians, Cabnology Group	Identified District Need	Materials, Time, Technology, Training	Ongoing	District, Building	List of shared services.	In Progress

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Objective #3: Support ALL students (including students with special needs and varied linguistic, cultural, ethnic and socio-economic backgrounds) to meet or exceed Idaho technology literacy standards.

Status: In Progress

Eval: All students are supported to meet or exceed technological literacy standards.

#	Action Strategy	Staff Responsible	Best Practices Supported by Research	Resources Needed	Target Date	Funding Source	Means of Evaluation	Status
1	Manage upgrades, purchases of new hardware and software, and a replacement schedule to maintain an equitable access (ratio of 3:1 students to computers) to technology resources for students.	Technology Department and Cabnology Group	District Identified Need	Personnel, Materials, Time, Technology, Training	Ongoing	District, Building, Special Education, SI Grant	All students and staff can access computers capable of supporting instructional goals and district operations.	In Progress
2	Employ activities and/or instruments (that constitute acceptable evidence of student performance by grade) to determine that ALL students meet or exceed Idaho technology literacy standards.	Teachers, Principals, Cabnology Group.	Curriculum, Instruction and Assessment are aligned	Personnel, Materials, Time, Technology, Training	Ongoing	District, Building	Classroom Assessments and data analysis documents student achievement.	In Progress
3	Encourage and maintain involvement with post-secondary institutions in the process of delivering on-line content to students.	Superintendent	Students access learning resources any time, any w	Personnel, Materials, Time, Technology, Training	Ongoing	District, Building	Post-secondary institutions deliver on-line content to students.	In Progress
4	Evaluate and employ public virtual learning environments and IDLA opportunities as appropriate.	Principals, Curriculum Director.	Learning available any where, any time.	Personnel, Technology, Training	Ongoing	Building	Decisions about whether and/or how to expand participation.	In Progress

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5	Collaborate with other state and local entities in the technology planning process to ensure that the District has sufficient capacity to participate in upcoming on-line learning initiatives (such as the Idaho Education Network).	Cabnology Group	Identified District Need.	Time	Ongoing	District	The District has sufficient capacity to participate in upcoming on-line learning initiatives (such as the Idaho Education Network).	In Progress
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Objective #4: Assess the impact of technology use in the classroom.

Status: In Progress

Eval: The Cabnology Group (Central Administrators and Technology Department members analyze student and teacher use reports on a monthly basis. Principals observe teachers' use of technology in the classroom.

#	Action Strategy	Staff Responsible	Best Practices Supported by Research	Resources Needed	Target Date	Funding Source	Means of Evaluation	Status
1	Employ activities and/or instruments that constitute acceptable evidence of student performance.	Principals, Teachers, Cabnology Group	Curriculum, Instruction and Assessment are aligned	Personnel, Time, Technology	Ongoing	District	Data analyzed. Principals evaluate teacher use of technology in the classroom. Cabnology Group (Central Administrators and Technology Staff) analyze implementation progress.	In Progress

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Goal #10: Improve the efficiency of day-to-day district operations through appropriate and/or applicable use of technology.

Objective #1: Conduct an annual analysis of the District's hardware, software, network operating system, and connectivity capacity.

Status: In Progress

Eval: The District's technology systems are monitored and upgraded annually in order to maintain a robust and efficient District system.

#	Action Strategy	Staff Responsible	Best Practices Supported by Research	Resources Needed	Target Date	Funding Source	Means of Evaluation	Status
1	Utilize the District's electronic inventory system to assess the District's hardware's ability to support operations.	Technology Department, Instructional Technology Co	Technology Support Index, ISTE	Personnel, Time, Technology	Annual	District	Annual hardware and operating system assessment sent to ICTL. Results used to make decisions regarding purchasing and a replacement schedule to maintain a manageable inventory of computers and servers.	In Progress
2	Evaluate and update instructional, business, maintenance, transportation, technology department and student management system software on an annual basis.	Technology Department, Curriculum Director, Depart	Technology Support Index (ISTE)	Personnel, Time, Technology, Training	Ongoing	District	Software upgraded to maintain integrity of district/instructional operations.	In Progress
3	District Technicians audit connectivity issues on an annual basis ensure the effectiveness of an infrastructure that supports daily district activities.	Technology Staff	Technology Support Index (ISTE)	Personnel, Time, Technology	Ongoing	District	Audit indicates that network connectivity has "adequate bandwidth to prevent delays" in the support of identified instructional and operations activities.	In Progress

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Objective #2: Standardize and consolidate network services to maintain the operation of a stable, robust, district-wide network infrastructure.

Status: In Progress

Eval: Periodic network analysis by a third party vendor ensures the effectiveness of the infrastructure to support daily District activities.

#	Action Strategy	Staff Responsible	Best Practices Supported by Research	Resources Needed	Target Date	Funding Source	Means of Evaluation	Status
1	Phase-in the use of Voice Over Internet Protocol (VOIP) technology.	Technology Staff, Contracted Services	Technology Support Index (ISTE)	Personnel, Materials, Time, Technology, Training	June 2011	District	VOIP is installed and functioning seamlessly.	In Progress
2	Provide integrated and systematic electronic communication services, such as email, desktop, telephones with voicemail, radio and pager services based on staff roles and responsibilities.	Business Office, Technology Department	Technology Support Index (ISTE)	Time, Technology	Ongoing	District	Integrated and systematic electronic communication such as email, desktop, voicemail, radio and pager services functioning seamlessly.	In Progress
3	Provide cell service for itinerant personnel, administrators, teachers, and bus drivers working with students out of the classroom.	Business Office and contracted services.	School Safety	Technology, Training	Ongoing	District, Building	Documentation by building.	In Progress
4	Provide Internet access to all district computers to enable access to instructional and district operational resources, such as online professional development, distance learning and remote databases.	Technology Staff	Technology Support Index (ISTE)	Personnel, Time, Technology, Training	Ongoing	District	100% of computers (of sufficient capacity) are connected to the Internet.	In Progress
5	Provide consistent, specialized training for technical staff (computer and network technicians) business office staff, maintenance, bus garage, and testing staff etc., based on staff roles	Technology Department, Instructional Technology Co	Technology Support Index (ISTE)	Personnel, Materials, Time, Technology, Training	Ongoing	District	Documentation of staff sub-groups receiving training.	In Progress

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	and responsibilities.							
6	Train and supervise students to support the District's technical staff.	High School Principal; Supervising Teacher	Technology Support Index (ISTE)	Personnel, Time, Technology, Training	Ongoing	Building	Supervision by High School teacher	In Progress
8	Continue to implement Thin Client computing	Technology Staff, Cabnology Group	Technology Support Index (ISTE)	Personnel, Time, Technology, Training	Ongoing	District, Building	Analyze Inventory Records	In Progress
9	Standardize application software purchases, such as Microsoft Word.	Technology Department	Technology Support Index (ISTE)	Personnel, Time, Technology, Training	Ongoing	District, Building, Title 1, Special Education, SI	District technical support is limited to the list of approved software listed on MSDNet - Intranet.	In Progress
10	Identify and enforce specifications for grant equipment, donations, and surplus equipment.	Technology Department	Technology Support Index (ISTE)	Personnel, Time, Training	Ongoing	District	Analyze inventory records.	In Progress
11	Centralize servers in farms	Technology Department	Technology Support Index (ISTE)	Personnel, Time, Technology, Training	Ongoing	District	Analyze Inventory Records	In Progress
12	Maintain 5 year warranties on servers and central switches.	Technology Department	Technology Support Index (ISTE)	Time	Ongoing	District	Analyze inventory records.	Not Started
13	Use management software, including sniffers, ghosting, remote access, metering and tools, such as distribution and metering software).	Technology Department	Technology Support Index (ISTE)	Personnel, Materials, Time, Technology, Training	Ongoing	District	Efficient management of network resources.	In Progress
14	Utilize a work order tracking system to manage repair requests and monitor network status.	Technology Department	Technology Support Index (ISTE)	Personnel, Time, Technology, Training	Ongoing	District	Work orders managed and analyzed.	In Progress
15	Prepare for network failure by maintaining a backup storage system.	Technology Department	Technology Support Index (ISTE)	Personnel, Materials, Time, Technology, Training	Ongoing	District	Successful restoration of District data.	In Progress

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Objective #3: Promote best practices to secure the use of technology, prevent unauthorized access, and promote safe access.

Status: In Progress

Eval: District technology is secure, users employ safe practices and there is no unauthorized access.

#	Action Strategy	Staff Responsible	Best Practices Supported by Research	Resources Needed	Target Date	Funding Source	Means of Evaluation	Status
1	Update antivirus software on a regular basis.	Technology Department	Technology Support Index (ISTE)	Personnel, Materials, Time, Technology, Training	Ongoing	District	Server based virus software updates automatically on schedule.	In Progress
2	Utilize Internet firewalls, proxy servers, and blocking software to protect District system.	Technology Staff	Technology Support Index (ISTE)	Personnel, Materials, Technology, Training	Ongoing	District	Status of Internet firewalls, proxy servers and blocking software.	In Progress
3	Prevent unauthorized access to business and student records; Maintain confidentiality of information; employ hardware a software security measures (login scripts); comply with CIPA and NCIPA legislation, update Network Security Policy as needed.	Technology Department	Technology Support Index (ISTE)	Personnel, Time, Technology, Training	Ongoing	District	Checklist of key actions verified. Investigation of security concerns identified by administrators.	In Progress
4	Review procedures regarding use of personal computers on district's network as needed.	Cabnology Group	Identified District Need	Personnel	Ongoing	District	Annual Review	In Progress

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Objective #4: Maintain efficiency of day-to-day operation of electronic systems for students.

Status: In Progress

Eval: Student electronic systems operate efficiently.

#	Action Strategy	Staff Responsible	Best Practices Supported by Research	Resources Needed	Target Date	Funding Source	Means of Evaluation	Status
1	Update and maintain District and State Testing Programs (ISAT, IRI)	Technology Department	Identified District Need	Personnel, Materials, Time, Technology, Training	Ongoing	District	All students tested appropriately for ISAT and IRI to generate bi-annual reports on student achievement trends and Adequate Yearly Progress (AYP)	In Progress
2	Facilitate collection and entry of student data into state reporting and testing systems.	Technology Department	Identified District Need	Personnel, Materials, Time, Technology, Training	Ongoing	District	Data collected and entered into state reporting and testing systems. Data used to guide decision making.	In Progress
3	Update and maintain Districts Student Management Data Base (PowerSchool)	Technology Department, Instructional Technology Co	Identified District Need	Personnel, Materials, Time, Technology, Training		District, Building	Monthly update to Cabnology group. Feedback from parent portal system.	In Progress
4	Update and support district instructional software (Accelerated Learning, Renaissance Place, Lexia, Read Naturally, Follett Library and Plato Software.	Technology Department, Instructional Technology Co	Alignment of Curriculum, Instruction and Assessment	Personnel, Materials, Time, Technology, Training	Ongoing	District, Building, Special Education	Analysis of work orders.	In Progress
5	Maintain and update Excent (IEP) Software	Technology Department	Identified District Need	Personnel, Materials, Time, Technology, Training	Ongoing	District, Building, Special Education	Analysis of work orders.	In Progress
6	Enforce software approval process to ensure software purchase support instructional goals and function on existing	Cabnology Group	Identified District Need; Technology Support Index	Personnel, Time, Training	Ongoing	District, Building	Software purchases meet instructional objectives and work on existing networks.	In Progress

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Objective #5: Maintain efficiency of day-to-day operation of Administrative Systems

Status: In Progress

Eval: The Cabnology Group analyzes monthly technology work order reports.

#	Action Strategy	Staff Responsible	Best Practices Supported by Research	Resources Needed	Target Date	Funding Source	Means of Evaluation	Status
1	Support Financial, Maintenance, Transportation, Student Lunch Tracking and Nutritional Software.	Technology Department	Identified District Need	Personnel, Materials, Time, Technology, Training		District, Building	Analysis of work orders.	In Progress

Objective #6: Evaluate implementation of Technology Plan

Status: In Progress

Eval: Monthly reports are presented to the Cabnology Group; Quarterly reports to the Strategic Planning and Technology Committees.

#	Action Strategy	Staff Responsible	Best Practices Supported by Research	Resources Needed	Target Date	Funding Source	Means of Evaluation	Status
1	Gather data that is analyzed to manage the implementation of the Technology Plan.	Cabnology Group	Key element of Strategic Plan	Personnel, Time, Technology	Ongoing	District	Agendas document issues addressed.	In Progress