

**SILVER LAKE REGIONAL
SCHOOL DISTRICT
And
UNION #31**



**2010 – 2015
TECHNOLOGY PLAN**

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Silver Lake Regional School District Information

Silver Lake Regional School District and Union #31 is dedicated to the principle that technology is a powerful and flexible learning tool and helps propel students and staff toward realizing their full potential. By making technology resources readily available, Silver Lake Regional School District is committed to providing students and staff an environment that encourages academic exploration. Technology initiatives are designed to achieve a smooth integration of school networks, and to make schoolwork accessible from an Internet-connected computer, regardless of the computing platform.

Technology is a tool that can create opportunities to enhance instruction and improve opportunities to motivate and engage all students in meaningful learning scenarios. It can provide access to infinite amounts of information, and a means to organize and sort through it and identify patterns and trends. Technology has become much more than an educational accessory. Computer literacy is fast becoming a requirement for employment in all fields of endeavor, and education is no exception.

Silver Lake Regional School District Mission Statement

The mission of the Silver Lake Regional School District and Union #31 is to assure that each of our diverse students achieves literacy and appropriate core competencies and becomes a responsible and compassionate citizen.

Silver Lake Regional School District Vision Statement

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Technology Team

Translates the vision into action in order to deliver continuing technical support and collaboration that result in the integration of technology in all appropriate aspects of the curriculum. The technology team consists of the Assistant Superintendent, Director of Technology, Network Manager, Integration Specialists, Technology Support Staff, and Principals and Teachers.

Budget

The district has a budget that defines the technology line items in the 245100 series of the regional budget. This budget includes staffing, contracted services, hardware, software, professional development, and support. We leverage the delivery of all technology services and purchase and use tools with the use of e-rate and grants.

E-Rate Funding

The Schools and Libraries Program of the Universal Service Fund, commonly known as "E-Rate," is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC), and provides discounts to assist most schools and libraries in the United States to obtain affordable telecommunications and Internet access. It is one of four support programs funded through a Universal Service fee charged to companies that provide interstate and/or international telecommunications services.

The Schools and Libraries Program supports connectivity - the conduit or pipeline for communications using telecommunications services and/or the Internet. Funding is requested under four categories of service: telecommunications services, Internet access, internal connections, and basic maintenance of internal connections.

The District currently utilizes E-Rate funding for internet access and telephone services throughout the district.

The District will continue to utilize this funding mechanism whenever possible to increase the connectivity, telephone services district wide.

More detailed information on the E-Rate process may be found at:

<http://www.sl.universalservice.org/overview/about.asp>

Evaluation

The Technology Committee is responsible for the ongoing evaluation of the Technology Plan. The Technology Committee will meet annually to review the progress of the 2010-2015 plan.

The monitoring of the plan will include an assessment of participation in professional development and a review of professional development surveys.

The TSAT (Technology Self Assessment Tool) will be administered each spring to monitor progress in teacher proficiency with technology and will be reviewed prior to completion of the technology report.

Ongoing assessment of the success of the Technology Plan will be measured as growth on the Massachusetts STaR (School Technology and Readiness) Chart and Massachusetts State Technology Benchmarks.

Evaluation of the success of the plan will be measured by continual improvement and progress toward the goals.

Technology Integration and Literacy

Technology Integration

Elementary Schools

Middle School

At least 85% of teachers currently use technology everyday for student lesson planning and communications, etc. outside of the classroom. With additional training, we hope to increase usage outside the classroom to nearly 100% in the next 2 years.

Currently, 60-75% of our teachers use technology appropriately with students each week in the area of research, multimedia, and communications. All faculties are assigned a desktop computer and many also use these regularly for lesson planning, grading, etc. By the end of this cycle, middle school teachers will use more data interpretation activities such as the use of spreadsheets for data organization, and data interpretation with their students. 100% of our teachers already use the PowerSchool Student Information System on a daily basis, for attendance and grades

High School

Currently 85% of faculty at the High School use technology outside of class on a daily basis. In particular, teachers use the internet for research and communications. All faculties are assigned a computer and many also use these regularly for lesson planning, grading, etc. With additional

training, we hope to increase usage outside the classroom to near 100% in the next 2 years.

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Technology Literacy

Computer Technology is now integral to the daily work routines of teachers, administrators, and support staff.

At the secondary level, teachers submit attendance data and term grades electronically using PowerTeacher which is integrated into our Student Information System PowerSchool.

- Administrators on all levels use PowerSchool to schedule classes, produce reports, and monitor student performance.
- School librarians at all schools employ the **Spectrum** library electronic card catalog system to track their book and tape collections.
- Special Education teachers use the Eutactics software to produce Individual Education Plans that conform to state standards.
- Moodle is being used at the Middle School for hosting classroom discussions and group collaborations outside the normal school day. It also facilitates students being able to submit assignments electronically.
- We are currently using United Streaming for streaming Video
- Smart Technologies Smart Sync classroom management software is used in all computer classrooms at the high school and middle school, and Synchroneyes classroom management in two of the elementary schools.

Staffing

1. Full Time District Wide Technology Director
2. Full Time MIS Director – Silver Lake Regional High School and Middle School
3. Full Time Network Administrator – Silver Lake Regional High School and Middle School

Technology Professional Development

Through district - based sustained and on-going professional development, at least 85% of the staff will complete at least 45 hours of professional development. We will use a combination of coaching, modeling evidence based best practices, district - based mentoring, study groups, direct instruction, and course reimbursement to provide a high quality professional development program that enables teachers to integrate technology into the teaching and learning experiences in every school in the district. The district will use the TSAT to assess progress on an annual basis.

Accessibility of Technology

Maintain a student-to-computer ratio of fewer than 5 students per high-capacity Internet connected computer. The replacement plan for out-dated hardware and software will focus on the average usable lifespan of 6 years. The district will strive to employ full time and contracted services to meet the goal of 1 technician per 200 computers. The district will plan for and provide consistent access to high speed internet. The technical support will ensure that students and staff have on-going access to all computer tools with minimal disruption to teaching and learning.

All schools in the district have consistent high speed access to the internet. The use of a wireless infrastructure will be introduced in the high school. Through the use of mobile labs, the elementary students will have wireless access in the classrooms. Through the opportunity of building two new schools and minor renovations at other schools, we are building and renovating a solid infrastructure. The Network Manager provides continuing service to ensure security and back - up of all electronic communications and files. The district uses e-learning for professional development opportunities. Teachers will be supported and encouraged to develop appropriate e-learning environments for use in the classroom and beyond the classroom.

Virtual Learning and Communications

Silver Lake Regional School District and Union #31

The District encourages the development of innovative strategies for delivering high-quality courses through the use of technology. Virtual environments such as Moodle will be used to supplement in-class work with on-line communication with teachers and other students. It also provides collaborative support when needed. Video and teleconferencing will be used for students to get more insight into topics that they are studying. Students will be able to obtain information directly from researchers.

Having internet access in classrooms provides students the opportunity to visit places they normally would not be able to go. Art classes can visit museums around the world, music classes can hear songs from other countries, and social studies classes can visit historical locations. All in an opportunity to broaden the learning experience.

The District maintains a website that contains current information for parents and community members.

Safety, Security, and Data Retention

Silver Lake Regional School District employs filtering software to block access to inappropriate content on all computers with internet access. Student website access is monitored by staff. Silver Lake Regional School District requires students and staff to review and adhere to the Childhood Internet Protection Act and the Acceptable Use Policy. These policies are outlined in the student and staff handbooks and reviewed annually for compliance.

Internet Acceptable Use Policy is posted on our Website:

<http://www.slrsd.org/information/internetuse.pdf>

The Children's Internet Protection Act (CIPA) is a federal law enacted by Congress in December 2000 to address concerns about access in schools and libraries to the Internet and other information. For any school or library that receives discounts for Internet access or for internal connections, CIPA imposes certain requirements. In early 2001, the Federal Communications Commission (FCC) issued rules to ensure that CIPA is carried out.

What CIPA requires

1. Under CIPA, schools and libraries subject to CIPA do not receive the

discounts offered by the "E-Rate" program (discounts that make access to the Internet affordable to schools and libraries) unless they certify that they have certain Internet safety measures in place. These include measures to block or filter pictures that: (a) are obscene, (b) contain child pornography, or (c) when computers with Internet access are used by minors, are harmful to minors;

2 Schools subject to CIPA are required to adopt a policy to monitor online activities of minors; and

3 Schools and libraries subject to CIPA are required to adopt a policy addressing:

- (a) access by minors to inappropriate matter on the Internet and World Wide Web;
- (b) (b) the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications; (c) unauthorized access, including so-called "hacking," and other unlawful activities by minors online; (d) unauthorized disclosure, use, and dissemination of personal information regarding minors; and (e) restricting minors' access to materials harmful to them. CIPA does not require the tracking of Internet use by minors or adults. (Retrieved November 5, 2005 from <http://www.fcc.gov/cgb/consumerfacts/cipa.html>)

The District complies with federal and state laws for archiving electronic communications produced by its staff and students. The district informs staff and students that any information distributed over the district or school network may be a public record via the AUP.