

FAIRHAVEN PUBLIC SCHOOLS

Long Range Technology Plan *2009-2011*



January 2009

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{Superintendent's Letter}

OVERVIEW

Vision Statement

The technology vision of the Fairhaven Public Schools is to increase student achievement and to equip students with not only essential but enhanced skills to advance them in an ever- evolving technological world.

Mission Statement & Goals

We believe that in order to fulfill our vision we must address a few key areas. The first is to continue to offer professional development that caters to the varying skill levels of the teachers and demonstrate projects that can be immediately integrated into their classrooms. Secondly, we will continue to offer a protocol for the sharing of information to teachers and parents via the webpage, where bulletins and announcements will be posted. The final piece will be to create an online Tech support reference guide. The reference guide will allow the staff to solve most of their own technical issues and will curb the excessive amount of phone calls to the service desk, freeing up valuable support resources.

INTRODUCTION

Benchmark 1: Commitment to a Clear Vision and Implementation Strategies		
	Current	Proposed
A. The district's technology plan contains a clearly stated and reasonable set of goals and implementation strategies that align with the district-wide school improvement plan. The district is committed to achieving its vision by the end of the school year 2010-2011.	The current vision and goals are clearly stated and realistic.	The vision is aligned to the district plan and represents a clear picture of strategies for the future.
B. The district has a technology team with representatives from a variety of stakeholder groups, including school committee members, administrators, and teachers. The technology team has the support of the district leadership team.	Fairhaven has a district Technology Committee that includes many different members of the school community.	The Tech Team will meet regularly and continue to assess the technology planning in the district.
C. Needs Assessment		
C.1 The district assesses the technology products and services that will be needed to improve teaching and learning.	The district conducts needs assessment surveys of hardware and software.	The district reviews the process of assessment and proposes improvements and changes.
C.2 The technology plan includes an assessment of the services and products that are currently being used and that the district plans to acquire.	Survey includes assessments of current technology use in the district.	Review of products used and make plans for future purchases.
D. The district has a CIPA-compliant Acceptable Use Policy (AUP) regarding Internet and network use. The policy is updated as needed to help ensure safe	The district has an Acceptable Use Policy in place, as well as filtering software.	The district will review its AUP annually and revise as needed to help ensure safe and ethical use of resources by teachers and students.

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and ethical use of resources by teachers and students.		
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	Current	Proposed
E. Budget		
E1. The district has a budget for its local technology plan with line items for technology in its operational budget.	The district budget includes funding for technology.	The district proposes to continue funding and increase when funds are available.
E2. The budget includes staffing, infrastructure, hardware, software, professional development, support, and contracted services (including telephone services).	The budget includes staffing, infrastructure, hardware and software. Some Title I monies through grants are currently available.	The districts operational budget will continue to include what it currently does, as well as seeking additional funding through grants.
E3. The district leverages the use of federal, state, and private resources.	The district leverages the use of federal, state, and private resources.	The district will continue the use of federal, state, and private resources. &&E rate funding will be pursued and funding from private sources will be investigated.
4. For districts that plan to apply for E-rate reimbursement, the technology plan specifies how the district will pay for the non-discounted portion of their costs for the services procured through E-rate.	The Current Technology Plan does not specify how to apply E-rate reimbursements.	The Technology plan will include specifics for the E rate in the budget and how to pay the non-discounted portion.
F. Evaluation		

F1. The district evaluates the effectiveness of technology resources toward attainment of educational goals on a regular basis.	The district evaluates the effectiveness of resources through standard assessment.	Effort to improve standard assessment with technology in the district.
F2. The district's technology	The technology plan has	The district will increase and

<p>plan includes an evaluation process that enables it to monitor its progress in achieving its goals and to make mid-course corrections in response to new developments and opportunities as they arise.</p>	<p>process in place to monitor, but it is limited.</p>	<p>improve efforts to monitor the evaluation process.</p>
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<p align="center">Benchmark 2: Technology Integration and Literacy</p>		
	Current	Proposed
<p>A. Technology Integration</p>		
<p>A1. Outside Teaching Time - At least 85% of teachers use technology every day, including some of the following areas: lesson planning, administrative tasks, communications, and collaboration. Teachers share information about technology uses with their colleagues.</p>	<p>Survey of teachers in District was conducted, and data was collected to assess frequency of use outside classroom.</p>	<p>The district will continue to evaluate teacher use of technology by collecting and analyzing data from the Technology Usage Survey, which is distributed along with the Technology Self Assessment Tool (TSAT). It will also look for ways of improving its data collection.</p>
<p>A2. For Teaching and Learning - At least 85% of teachers use technology appropriately with students every day to improve student learning of the curriculum. Activities include some of the following: research, multimedia, simulations, data interpretation, communications, and collaboration (See the Massachusetts Recommended K-12 Instructional Technology Standards³).</p>	<p>Survey of teachers in District. Technology Usage Survey (TSAT).</p>	<p>Evaluate inside classroom use and collect more data.</p>
<p>B. Technology Literacy</p>		
<p>B1. At least 85% of eighth grade students show</p>	<p>Assessment in computer class. We do not formally assess</p>	<p>The district will develop a process to formally assess</p>

proficiency in all the Massachusetts Recommended PreK-12 Instructional Technology Standards for grade 8.	students. Technology proficiency as outlined in the MA ???	the proficiency of students.
B2. 100% of teachers are working to meet the proficiency level in technology, and by the school year 2010-2011, 60% of teachers will have reached the proficiency level as defined by the Massachusetts Technology Self-Assessment Tool (TSAT)4.	The district expects all teachers to be working toward technology proficiency.	The district will provide professional development and opportunities for teachers to improve their proficiency. Proficiency will be monitored through technology usage survey and TSAT.
C. Staffing		
C1. The district has a district-level technology director/coordinator.	The district has NO full time technology director.	The district plans to fill position when funding becomes available.
C2. The district provides one FTE instructional technology teacher per 60-120 instructional staff.	The district currently provides a limited number of instructional technology teachers to support its staff. Fairhaven Public School Hasting Middle School Wood, East, & Rogers Elementary Schools	The district hopes to increase the numbers of instructional technology position as budget allows.
C3. The district has staff dedicated to data management and assessment.	The district has an assistant management specialist who handles data management and assessment.	The district will continue using A.M.S. in this role.
Benchmark 3: Technology Professional Development		
	Current	Proposed
A. At the end of three years, at least 85% of district staff will have participated in 45 hours of high-quality professional development5 that includes	Professional Development on a school to school basis not District wide. Title I grant funded?	District wide Professional Development. Continue to leverage free training resources, particularly those available online. Look to incorporate technology

technology skills and the integration of technology into instruction.		professional development into other professional development initiatives.
B. Technology professional development is sustained and ongoing and includes coaching, modeling best practices, district-based mentoring, study groups, and online professional development. The professional development includes concepts of universal design and scientifically based, researched models.	The district offers limited opportunities for technology professional development.	Continue to require teachers to complete the TSAT as a tool for individuals to gauge their own needs. Administer the technology usage survey to align professional development needs.
C. Professional development planning includes an assessment of district and teachers' needs. The assessment is based on the competencies listed in the Massachusetts Technology Self-Assessment Tool.6	The district annually administers the TSAT and Technology Usage Survey.	The district will continue to administer and monitor the process.
D. Administrators and teachers consider their own needs for technology professional development, using the technology self-assessment tools provided by the Massachusetts Department of Education or similar tools.	The district annually administers the TSAT and Technology Usage Survey.	The district annually administers the TSAT and Technology Usage Survey and will monitor the progress and increase when necessary.
Benchmark 4: Accessibility of Technology		
	Current	Proposed
A. Hardware Access		
A1. The district has an average ratio of fewer than five students per high-capacity8, Internet-connected computer. The Department will work with stakeholders to review the	Currently the district has an average ratio of 8:1 high speed computers per student	To bring the ratio of high speed computers to an average ratio of 5:1

<p>capacity of the computer on an annual basis. (The goal is to have a one-to-one, high-capacity, Internet-connected computer ratio.)</p>		
<p>A2. The district provides students with' access to portable and/or handheld electronic devices appropriate to their grade level.</p>	<p>The district has available scientific calculators for usage in appropriate math classes. Also Alpha smarts and laptop computers are available for use by students with disabilities depending on their IEP. We also have a 2 portable laptop carts available at one of our buildings</p>	<p>To increase the number of laptop carts available at our buildings and also continuously provide student with the current portable technologies in use</p>
<p>A3. The district maximizes access to the general education curriculum for all students, including students with disabilities, using technology in classrooms with universal design principles and assistive technology devices.</p>	<p>The district currently has laptops and alpha smarts available for students with disabilities depending on their IEP goals. We also have large monitors available for sight impaired students and audio amplifying systems for hearing impaired students</p>	<p>To increase the availability of assistive technology and continue using the available technology</p>
<p>A4. The district has procurement policies for information and instructional technologies that ensure usability, equivalent access, and interoperability.</p>	<p>The district has at least one computer lab available for student usage at every building. The High School has 2 computer labs available for sign out while the Middle school has one computer lab for sign out. The Middle school also has an instructor led computer lab. Both buildings have several computers in the library for student usage. The elementary buildings each have one computer lab for student usage and have at least an hour a week of instructor led technology. All building also have computers available in the classroom for student</p>	<p>To continuously encourage the use of the computer labs and increase the number of computers in the classrooms. Also to add portable laptop carts for student usage</p>

	usage	
A5. The district provides classroom access to devices such as digital projectors and electronic whiteboards.	The district has several available classrooms with mounted projectors and interactive whiteboards. We also have several portable interactive whiteboards and projectors for instructor usage	To increase the number of interactive whiteboards and projectors. We will also offer more professional development in the use of these technologies
A6. The district has established a computer replacement cycle of five years or less.	We currently replace computers on an as needed basis	We will research the cost and feasibility of establishing a replacement cycle of 5 yrs or less either through leasing or procurement
B. Internet Access		
B1. The district provides connectivity to the Internet in all classrooms in all schools including wireless connectivity if possible.	Currently every classroom has internet capability. Every building also has wireless connectivity	To continue offering internet connectivity in every classroom and to increase the wireless coverage throughout the district
B2. The district provides bandwidth of at least 10/100/1 Gb to each classroom. At peak, the bandwidth at each computer is at least 100 kbps. The network card for each computer is at least 10/100/1 Gb.	Currently the district offers bandwidth speeds of 100/1 Gb	To increase the speed to at least 1Gb throughout the district
C. Networking (LAN/WAN)		
C1. The district provides a minimum 100 Mb Cat 5 switched network and/or 802.11b/g/n wireless network.	The district currently offers either 100 Mb or 1 Gb switches throughout.	To increase the speeds to a minimum of 1 GB
C2. The district provides access to servers for secure file sharing, backups, scheduling, email, and web publishing, either internally or through contracted services.	The district currently offers file sharing on a windows 2003 server and backs up nightly to portable hard drives. We currently have or web and email hosted by mecnet.	To continue offering file sharing and backing up nightly. To update the servers to Windows 2008. Also we will research the cost and feasibility of in house web hosting and email.

D. Access to the Internet Outside the School Day		
1. The district works with community groups to ensure that students and staff have access to the Internet outside of the school day.	Public Library has access to the internet for all students. All students can access these computers each day.	Public Library will maintain access to the internet for all students. All students will have access these computers each day.
2. The district web site includes an up-to-date list of places where students and staff can access the Internet after school hours.	The district web site includes a listing of information about the computers and databases available at the public library.	The district web site includes a listing of information about the computers and databases available at the public library.
E. Staffing		
1. The district provides a network administrator.	The district has one full time network Administrator.	Maintain one full time district network Administrator.
2. The district provides timely in-classroom technical support with clear information about how to access the support, so that technical problems will not cause major disruptions to curriculum delivery.	Currently the IT department has a schedule where they visit every school at least once a week. All request should be sent via email to the IT department	To start utilizing the help desk feature within X2 Aspen. To employ additional support staff.
3. The district provides at least one FTE person to support 200 computers. Technical support can be provided by dedicated staff or contracted services.	Currently the district has a computer liaison at each building to handle simple tasks, one full time network/hardware support staff and one data specialist	To increase the number of supprt staff to meet minimum benchmark
Benchmark 5: E-Learning and Communications		
	Current	Proposed
A. The district encourages the development and use of innovative strategies for delivering specialized courses through the use of technology.	The district has a limited offering of online specialized course at the high school level.	The district will increase offerings at all levels as needed.
B. The district deploys IP-based connections for access to web-based and/or interactive video	The district has a limited subscription base for learning.	Increase awareness and use of web-based learning.

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learning on the local, state, regional, national, and international level.		
C. Classroom applications of e-learning include courses, cultural projects, virtual field trips, etc.	All levels of classrooms are currently using various application of e-learning.	Continue using e-learning and promote additional offering as technology evolves.
D. The district maintains an up-to-date web site that includes information for parents and community members.	The district maintains and up-to-date web site that includes information for parents and community members.	Update website and include latest technology.
E. The district complies with federal and state law⁹, and local policies 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.	The district complies with federal and state law ⁹ , and local policies 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.	Continue to monitor federal and state regulations and update accordingly.