

# Technology Plan 2013 - 2015

Clover School District No. 2  
Clover, SC



Prepared by: Denise Hammett, Technology Director

This Technology Plan has been reviewed and submitted on behalf of Clover School District (York School District No. 2).

## Signatures:

R. Denise Hammett, Technology Director  
Dr. Marc Sosne, Superintendent

Technology Director's Signature R. Denise Hammett

Date: 9/24/13

Superintendent's Signature Marc Sosne

Date: 9/25/13

## Table of Contents

Executive Summary

Background Information

Current State of Technology – Assessment & Needs

School District or Library's Technology Plan  
Goals and Objectives for Improving Services

Timeline

Budget Summary

Evaluation

Attachments/Appendices

1. Technology Inventory – Workstations
2. Technology Inventory – Servers
3. Technology Inventory - Circuits
4. Network Diagram
5. Internet Use Policy
6. Clover School District Mobile Computing Guide

Certification Page

## **Executive Summary**

Clover School District emphasizes the implementation of technology in ways that foster innovative leadership, relevant, engaging instruction, and positive collaborative partnerships to achieve the highest levels of student achievement.

Our Motto is "*Each Child, Each Day ....Excellence*". The core values supported by the Technology Plan facilitate meaningful experiences that shape students' vision for the future, continuous improvement through collaboration, individualized and personally relevant education and a safe and nurturing environment. We strive to be at the top academically in the state, as well as provide a safe and healthy environment for students. Our district also plans to be a service for our community and hopes to facilitate community involvement and cooperation in our district's programs.

The District Technology Plan is a tool which assists the Technology Department and District Administration in supporting the district in the integration of technology into the curriculum. We believe all children have the ability to learn more when immersed in a highly engaged environment that values individual growth, daily success and positive relationships. In support of our mission to prepare EACH child for a successful and productive future, we intend to provide mobile learning devices for every student in our district beginning 2014 in order to promote a personally relevant education. We further plan to accomplish our goals by incorporating, maintaining and applying "state of the art" equipment in all schools, providing continuous staff development and recognition in the use of technology.

Technology plays an important role in meeting and evaluating our district goals to pursue, encourage and support positive community involvement throughout the district and provide an inviting, safe and secure educational infrastructure.

We believe the purpose of school is to design meaningful experiences where students acquire knowledge and skills to successfully navigate the challenges of today and tomorrow. The responsibility of leaders is to provide the time, resources, and collaborative environment that promote continuous improvement. The focus of educators is to design engaging, meaningful work for all students and ensure that they learn at high levels. The role of the school, parents, and community is to foster a safe and supportive environment for all students to learn and thrive. The District Technology Plan supports our beliefs by providing administrators and faculty with the resources they need.

Technology Plan Team Members:

Denise Hammett, Technology Director  
Matt Hoffman, Network Engineer  
Beth Goff, Instructional Technology Supervisor

## **Background Information**

### **Vision**

**Clover School District will foster innovative leadership, relevant, engaging instruction, and positive collaborative partnerships to achieve the highest levels of student achievement**  
***An Excellent School District is Excellent at Everything!***

### **Mission**

Clover Schools will prepare each child for a successful and productive future.

### **Motto**

*Each Child, Each Day.....Excellence!*

### **Beliefs – our moral compass**

The purpose of school is to design meaningful experiences where students acquire knowledge and skills to successfully navigate the challenges of today and tomorrow.

The responsibility of leaders is to provide the time, resources, and collaborative environment that promote continuous improvement.

The focus of educators is to design engaging, meaningful work for all students and ensure that they learn at high levels.

The role of the school, parents, and community is to foster a safe and supportive environment for all students to learn and thrive.

### **Core Values – key ideas that emerge from our beliefs**

Meaningful experiences that shape students' vision for the future

Continuous Improvement through collaboration

Individualized and personally relevant education

Safe and nurturing environment

### **School District or Library Overview:**

## **Current State of Technology – Assessment and Needs**

### **Current Technology Needs**

- Implement Apple Server in preparation for 1 to 1 Initiative
- Expand wireless coverage district wide to accommodate 1 to 1 initiative
- Purchase and deploy approximately 2500 additional iPads for individual student use in grades K-8
- Purchase and deploy approximately 2500 MacBook Airls for student use in grades 9-12
- Expand security camera coverage district wide
- Implementation of security access doors at Clover High School
- Access to Apple Certified Trainers during Professional Development opportunities in advance of the 1 to 1 initiative.

### **Current Technology Inventory**

- Every classroom within the district has an interactive Promethean board with corresponding ceiling mounted projector, student response devices, microphone and mounted speakers.
- Every classroom within the district is equipped with at least one teacher laptops, corresponding docking station, printer, and connection to sound and video system.
- Microsoft Licensing for latest Operating System and most recent version of MS Office for all computers.
- Over 2,300 iPads
- Over 2800 laptops and desktops
- 57 Servers

### **Current Technology Staff Skills Assessment**

The technology department consists on one Director of Technology, one Computer Network Engineer, one Instructional Technology Supervisor, one Student Database Specialist (PowerSchool), and eight Technicians. Five of the seven technicians have four year computer science degrees and possess PC, LAN,

WAN, and engineering skills. The three remaining technicians possess four year degrees in areas other than computer science or two year computer application degrees. They have also obtained various network related certifications and possess PC repair/replace, etc. skills.

### Action Plan, Timeline, and Budget Summary

Goal	Objective/Action Steps	Budget Required	Target Completion
<p><b>Provide a wireless network infrastructure capable of supporting a one to one educational environment</b></p>	<ol style="list-style-type: none"> <li>1. Install additional wireless access points and related switches in every other classroom at each location in order to facilitate use of up to 30 wireless devices in each classroom.</li> <li>2. Replace older model wireless access points currently located in hallways with new models which cover a broader area.</li> </ol>	<p><b>\$462,300 Provided from Capital Funds approved by school board</b></p>	<ol style="list-style-type: none"> <li>1. December 2013</li> <li>2. March 2014</li> </ol>
<p><b>Provide an inviting, safe and secure educational infrastructure</b></p>	<ol style="list-style-type: none"> <li>1. Install additional cameras and DVD recorders in each school to provide coverage of every hallway, entrance, common meeting area, cafeteria and office area.</li> <li>2. Install security access doors at Clover High School.</li> <li>3. Install KIOSK</li> </ol>	<ol style="list-style-type: none"> <li>1. \$543,200 Provided from Capital Funds approved by school board</li> <li>2. \$100,000 provided from Capital funds approved by school board</li> <li>3. \$45,000 provided from annual Technology Budget</li> </ol>	<ol style="list-style-type: none"> <li>4. December 2013</li> <li>5. November 2013</li> </ol>

	with driver's license scanner at all locations with subscription to sex offender check.		
Provide equipment needed to facilitate a one to one educational environment	<ol style="list-style-type: none"> <li>1. Purchase and configure individual iPads for all students K-8.</li> <li>2. Deploy MacBook Pro laptops for all teachers 9-12.</li> <li>3. Purchase and configure MacBook Airls for all students 9-12</li> <li>4. Distribute iPads to all students grades K-8</li> <li>5. Distribute MacBook Airls to all students 9-12</li> </ol>	\$3,903,951.39 Three Year Lease agreement with Apple. Annual payments provided within annual Technology Budget	<ol style="list-style-type: none"> <li>1. November 2013</li> <li>2. October 2013</li> <li>3. December 2013</li> <li>4. September 2014</li> <li>5. September 2014</li> </ol>
Provide for the integration of technology into professional development, curriculum development, and classroom instruction to improve teaching and learning in a one to one educational environment	<ol style="list-style-type: none"> <li>1. Continue existing equipment replacement schedule</li> <li>2. Establish a mobile computing guide for a one to one educational environment</li> <li>3. Provide timely tech support to maintain current technology</li> <li>4. Contract for an Apple Certified Instructor to</li> </ol>	<ol style="list-style-type: none"> <li>1. \$300,000 replacement budget provided within annual Technology Budget.</li> <li>2. Technology Budget</li> <li>3. Technology Budget</li> <li>4. \$225,000 Annual Fee for Certified Apple Consultant provided within contracted lease agreement with Apple.</li> </ol>	<ol style="list-style-type: none"> <li>1. Ongoing</li> <li>2. September 2013</li> <li>3. Ongoing</li> <li>4. January 2014</li> <li>5. Ongoing</li> <li>6. Ongoing</li> </ol>

	<p>be embedded within the district for a period of twelve months</p> <p>5. Provide an annual assessment of current status with recommendations for changes for each subsequent year</p> <p>6. Offer a variety of opportunities for technology instruction with various formats (time frames &amp; locations) to accommodate various participants which may include summer classes or schools hosting share days</p>	<p>5. \$600,000 for upgrading equipment and service contracts provided within the annual Technology Budget</p> <p>6. Provided by Full Time Instructional Technology Specialist.</p>	
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**Ongoing activities:**

- Provide an annual assessment of current status of technology with recommendations for changes for each subsequent year.
- Monitor the student database at all schools for errors and assist Data Clerks in the correction of any errors prior to transmitting data to the South Carolina State Department of Education for state data collections.
- Provide ongoing technology training opportunities related to all technologies utilized within the district using a variety of delivery methods.
- Include funding to replace twenty percent of existing computer workstations in the general budget each year.
- Replace or repair all damaged or inadequate computer equipment, data communications equipment, security cameras and IP Phones.
- Consistently monitor and update the district web site, ensuring that all relevant information is presented and is timely and current.

- Upgrade existing virus, spyware, and spam protection as needed to secure the network and it's data on an annual basis.

### **Staff Training/Professional Development Strategy:**

The district Instructional Technology Specialist coordinates and facilitates professional development opportunities for all staff. Sessions are offered at the district level as well as in individual schools throughout the school year during the school day, after school and in the summer. A website is maintained that provides access to various training materials, useful links and online courses. There are currently no mandates on required training, however, with the upcoming 1:1 initiative; there will be a required plan of study with test-out options. Two of the in-service days this school year have a technology focus. The first will introduce the Mac Air to the high school teachers and update k-8 teachers on iPad use. The second day will be a district wide instructional technology fair for all district teachers and administrators. Currently, outside of the incentive of receiving recertification points for hours spent in professional development, no incentives exist. All classrooms are equip with a complete ACTIVClassroom, student response system and access to Apple mobile devices, so providing equipment for use for teachers who attend training is not an option. The district does provide all of its own in-service through the Instructional Technology Specialist and teachers who are a part of the 1:1 pilot program.

Librarians or media specialists have access to the same training that is offered to all district staff. In addition, these staff members are a part of district group that meets regularly with the English Language Arts Instructional Supervisor for planning and training. They are all members of the Media Specialists group within our Olde English Consortium which connects them with others in their role from surrounding districts. Sessions are offered both semesters and in the summer or best practices in instructional technology, using the Promethean board and associated devices, use of the iPad as a learning tool and utilizing web 2.0 in the classroom.

## **Evaluation**

The Director of Technology will be responsible for updating the CSD Technology Plan every three years.

Subsequent to the completion of the previous Technology Plan, the need for a Disaster Recovery Plan was identified. The plan was completed and related equipment was purchased and installed providing three layers of coverage, Teacher Files, School Servers, and District Servers. All goals included in the previous plan were completed within the past three years.

The following methods may periodically be utilized in measuring the successful implementation of the plan:

Statewide achievement test scores

District report cards

Professional development tracking and surveys

Observations and interviews

Documented access to technology resources

District, school, and community surveys

Smarter Balance Online Assessment Tool

Budget data

State personnel report

**Attachments 1, 2, and 3: Technology Inventory**

**IT Skills Inventory  
Technology Staff Skills**

<b>Ability</b>	<b>Skill needed</b>	<b>Skill Available In-House?</b>	<b>Contracted additional tech support?</b>
<b>Technical Staff Skills</b>			
<b>PC Skills</b>			
Install & Configure hardware		<input checked="" type="checkbox"/>	
Load & update software		<input checked="" type="checkbox"/>	
Troubleshoot & repair problems		<input checked="" type="checkbox"/>	
<b>LAN Skills</b>			
Design Network		<input checked="" type="checkbox"/>	
Install & configure hardware		<input checked="" type="checkbox"/>	
Load & update software		<input checked="" type="checkbox"/>	
Troubleshoot & repair problems		<input checked="" type="checkbox"/>	
<b>WAN Skills</b>			
Install & configure hardware		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Load & update software		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Troubleshoot & repair problems		<input checked="" type="checkbox"/>	

**Attachment 4: Network Diagram**

**Attachment 5: Internet Use Policy**

**Attachment 6: Mobile Computing Guide**