

Potosi R-III School District



Potosi R-III School District
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Potosi R-III School District

Technology Plan 2007 – 2010

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Potosi R-III School District

Technology Plan 2007 – 2010

OVERVIEW

Introduction

Potosi Schools, like so many other districts, are faced with the fact that technology is changing dramatically. If our future generations are going to be able to succeed, the use of technology is crucial and inevitable. Schools everywhere are seeing the advantages of collaborative environments and learning through thematic and interdisciplinary approaches. Teachers are also searching for the best ways to bring the exploding world of technological information into the classroom and to make learning meaningful to their students. Technology is tearing down the boundaries of the classroom walls making it possible for students of our district to experience things only once talked about in the classroom.

The community, staff, and students realize that one cannot keep doing the same old things and expect different results. The Potosi R-III District realized in the early 1990s the need and importance of technology in the classroom and began the Technology Committee to provide guidance to the district on the direction that was needed to provide opportunities to students and improve achievements. The committee is made up of teachers, administrators, students, parents, and members of the local business community. As with any long-range plan, continual updating is expected throughout its implementation.

The Potosi R-III School district sits in rural Missouri south of St. Louis by approximately sixty miles; the City of Potosi population is approximately 2419, while within a five mile radius of Potosi the population is approximately 15,000. The District's Census data for 2005 shows the district has an enrollment of 2478 students. It also reports the district's free and reduced lunch ratio is at 50%. The district has five school buildings, three of which are located in one area while, the fourth is located 1.3 miles east of the other three, with the fifth building located .5 miles north of them.

Potosi High School participates in the A Plus program and we have an Ombudsman alternative school to help reduce our dropout rate. Other programs Potosi participates in are: Parents as Teachers, Title I, At Risk, Missouri Reading Initiative, Accelerated Reader, GED program and Adopt a Student. All of these programs are focused to improve student achievement.

Potosi has an Industrial Development Board that is working to bring new industry in to the area. Currently Potosi is home to these major companies: Purcell Tire, Red Wing Boots, LMC Industrial Equipment and the Potosi Correctional Center, a state penitentiary.

Technology Committee

<p>Randy Davis Superintendent TFA1 TFA2 TFA3</p>	<p>Brenda Huddleston Elementary Teacher TFA1 TFA2 TFA4</p>
<p>Jamie Thompson Assistant Superintendent TFA1 TFA2 TFA3</p>	<p>Nikki Portell Intermediate eMINTS Teacher/Parent TFA1 TFA2 TFA4 TFA5</p>
<p>Bruce Morgan Technology Director TFA1 TFA2 TFA3 TFA4 TFA5</p>	<p>Dena Branstetter Middle School Teacher/Curriculum Specialist TFA1 TFA2 TFA3 TFA4</p>
<p>Matt Cornell Technology Assistant TFA5</p>	<p>Theresa Edgar High School Teacher/ Building Tech Contact TFA1 TFA2 TFA4 TFA5</p>
<p>Rhonda Phares High School Principal TFA1 TFA2 TFA3 TFA4</p>	<p>Angie Schlosser PHS Consuler / Parent / Business Owner TFA1 TFA3</p>
<p>Don Young Middle School Principal / Parent TFA1 TFA2 TFA3 TFA4</p>	<p>Dale Gibson Maintenance Supervisor / Parent TFA4 TFA5</p>
<p>Jo Peukert Trojan Intermediate Principal TFA1 TFA2 4 TFA3 TFA</p>	<p>Barry McFarland Board of Education Representative McFarland Business Services TFA1 TFA3 TFA4</p>
<p>Krisiti Derby Elementary Principal TFA1 TFA2 TFA3 TFA4</p>	<p>Donald Thompson President First State Bank / Parent TFA1 TFA3</p>
<p>Carmen Litton Elementary Principal / Federal Programs TFA1 TFA2 TFA3 TFA4</p>	<p>Ryan Smith PHS Student TFA1 TFA2</p>
<p>Deanna Mercille TIS/JEMS Librarian / Parent TFA1 TFA2 TFA4</p>	<p>Ashley Thompson JEMS Student TFA1 TFA2</p>

- TFA1** - Student learning as it relates to the Show Me Standards, including Technology Skills
- TFA2** - Teacher Preparation and delivery of instruction
- TFA3**- Administration/data management/communication processes
- TFA4**- Resource distribution and use
- TFA5**- Technical Support

The Technology Committee is comprised of school administration, teachers, board members, students, parents and local business people. The school staff works closely with the students, parents and business people to ensure that focus is maintained on effectively educating our children in the areas of technology.

This committee will meet bi-annually for the purpose of reviewing this plan and ensuring we are on a focused path. The committee will review the plan during these meetings and determine if the district is currently on track or if the plan needs to be adjusted to reflect new trends and direction. The committee will also review results of the in-service training and the results of the technology survey which is found in Appendix A of this plan. The committee will analyze the data of these surveys to determine where additional training is needed, weak areas of technology integration and other needs. The committee will also meet on an as needed basis to discuss and resolve technology related issues, such as, but not limited to, the Acceptable Use Policy and Internet content filtering.

The Potosi R-III School District Technology Committee will develop a plan for the implementation of technology in the district. The committee was broken down into smaller focus groups per TFA and Goal. This allowed these smaller groups to focus on one smaller point of the plan. These focus groups then merged their sections along with sections prepared by the Technology Director, into a complete working document that was then shared and discussed with the complete committee. Each committee member was allowed a time to review the plan and make comments and suggestions before the final draft was prepared and reviewed before sending the plan to the School Board for approval.

District Mission Statement

The Potosi R-3 School District will provide for all students a safe environment which will allow them the opportunity to reach their learning potential and prepare them to become responsible citizens through a cooperative effort among home, school, and community.

Technology Mission Statement

The Potosi R-3 School District strives to maintain a climate that promotes and nurtures educational excellence and creativity. Technology is a valuable and efficient tool which enables students to master concepts and develop skills beneficial in both the educational setting and the workplace. Students will use existing and emerging technologies that will promote skill development and concept mastery. Students will have access to sufficient quantities of up-to-date technologies. The Potosi R-III School District will provide adequate training to allow staff to utilize available technologies and integrate technology into all areas of the curriculum.

District Comprehensive School Improvement Plan Objectives

- Students with disabilities will improve their performance on the MAP assessment at a rate of 1% per year district- wide from the Below Basic Level.
- The district will maintain, construct, renovate and repair current and future buildings and grounds to accommodate the appropriate educational needs of the students of the Potosi R-3 School District.
- The district will increase the percentage of students in steps 3 and 4 of the Missouri Assessment Program Test by three percent annually.
- The District's students will show at least a 1% improvement on the MAP Reading Performance Index. Annually, reading achievement will improve two or more points.
- The percent of graduates scoring at or above the national average on the ACT will increase by at least 1% from the previous year.
- The district's yearly attendance rate for ADA will be 95% or higher in 4 of the next 5 years and no level (K-8 or 9-12) will be below 93%.
- The district's percent of students graduating with their cohort group will increase 1% per year.

District Comprehensive School Improvement Plan Summary of Strengths

- The district provides a large number of exploratory classes for seventh and eighth grade students.
- The district provides the minimum number of high school credits in all subject areas and the desirable number of high school credits in at least seven subject areas. In addition, the district provided classes in six of the seven vocational areas over a two-year period of time.
- The district's librarian-to-student staffing ratio meets the desirable standards in one elementary school and one middle school.
- The district's counselor-to-student staffing ratio meets the desirable standard and the middle school and high school.
- Advance questionnaire data indicate the district encourages students to perform well on the MAP tests.
- Advance questionnaire data indicates that teachers and administrators accept responsibility for promoting student success and reducing student failure.
- The district's Parents as Teachers program serves 70 percent of it eligible families compared to the state average of 46 percent.
- Advance questionnaire data indicates that the district evaluates and updates their CSIP.
- The percent of vocational completers who were placed in related employment or continued their education after graduation is at a high level.

District Comprehensive School Improvement Plan Summary of Concerns

- Students with disabilities are not showing improvement in MAP achievement.
- The middle school health office does not provide areas for screening and to isolate ill students.
- MAP achievement results in the grade span 6-8 showed improvement, but these scores were low in math and science.
- MAP achievement results in the grade span 9-11 showed improvement, but these scores were low in math and science.
- Reading achievement results in grade 7 are not at an acceptable level and do not show sufficient improvement.
- The percent of graduates scoring at or above the national average on the ACT is not high and does not show sufficient improvement.
- The district attendance rate is below the state average.
- The district dropout rate has improved but is still above the state average.

Compiling Raw Data:

Data Analyzed	Data Source	Data Origination	Reviewed By
Missouri Assessment Program (MAP) Scores/Summary	Standardized assessment	State	TFA 1
ACT Test Scores/Summary	Standardized assessment	National	TFA1
Terra Nova	Standardized assessment	State	TFA 1
Curriculum Guides	Student and Teacher Standards	District	TAF 1; 2
Missouri School Improvement Program (MSIP) <ul style="list-style-type: none"> • Advance Questionnaire • District Response to the Standards • Technology Integration 	Survey	District	TFA1; 2`
Census of Technology <ul style="list-style-type: none"> • 2004, 2005, 2006 	Survey	District/State	TFA 1; 4; 5
Technology Usage Surveys (2004-2006) <ul style="list-style-type: none"> • Teacher • Support • Student 	Survey	District	TFA 1; 2; 3
Professional Development Surveys <ul style="list-style-type: none"> • Teachers • Support 	Survey	District	TFA 2
Library Media Center's Reports/Surveys <ul style="list-style-type: none"> • Core Data Reports • Faculty and Student Surveys • Annual School Board Report 	Survey Evaluation forms Annual Reports	District State	TFA 1; 4; 5
<ul style="list-style-type: none"> • Comprehensive School Improvement Plan (CSIP) • 2004-2007 Technology Plan 	Local Assessments	District	TFA 1; 2; 3; 4; 5
Administrative Networking Tools <ul style="list-style-type: none"> • Sonicwall Filtering Software/Reports • Work Order System Reports 	Administrative Networking Tools	District	TFA 3; 4; 5
Network Evaluation Tools <ul style="list-style-type: none"> • MoreNet Internet Bandwidth Usage via Report Netflow Reports 	Administrative Networking Tools	State	TFA 3; 4; 5
District Communication Tools <ul style="list-style-type: none"> • Phone Systems consist of CenturyTel Meridian • District wide Email 	Communication Tools	District	TFA 3; 4; 5
Data Management Tools <ul style="list-style-type: none"> • Software Unlimited Financial Program 	Data Management Tools	District State	TFA 1; 3; 4; 5

<ul style="list-style-type: none"> • Lemberger for student information system • Winnebago Library Automation Software/Reports • Software Unlimited District Asset Inventory 			
BOE Policies required to comply with CIPA guidelines: <ul style="list-style-type: none"> • Internet Content Filtering • Employee Technology/Internet Agreement (AUP) • Student Technology/Internet Agreement (AUP) • Copyright Policy 	Policies and Procedures	District	TFA 1; 3; 4; 5

Current Status

Technology Budget:

	Equipment	Supplies	Repairs	Salary and benefits	Training	Travel
2004	0.00	6,000	2,500	63,656	1,800	1,000
2005	12,000	6,000	2,000	66,675	1,300	1,000
2006	185,000	6,000	2,000	73,106	1,300	1,000
2007	215,000	10,000	2,000	77,968	1,300	1,000

TFA 1: Student Learning

Achievement Data: Since 2004 the district's ACT scores have remained consistent, while our percentage of students taking the ACT has increased from 36.5% in 2004 to 52.3 in 2006. The graduation rate has increased from 77.3% in 2004 to 84.5% in 2006. We have increased the percentage of students attending a 2 or 4 year college/University by 14.5% since 2004.

Technology Integration: Technology is integrated in the curriculum as indicated in our high school graduate exit survey and by our technology use surveys from 2004, 2005, 2006. All seventh grade students are required to complete a keyboarding/career class to help achieve our CSIP and Technology Plan goal that all eighth grade students are technology proficient meeting Title IID goals. Each building has a certified teacher who was trained to be a trainer of the NetSmartz Curriculum.

TFA 2: Teacher Preparation

Technology Boot Camp: Technology boot camp is a requirement for all new hires in the district. They must go through a 2 hour training course that gets them familiar with district technology and resources. New hires learn how to use and access the work order system, attendance, grades and A Plus tracking software, web page options, curriculum tool, smart boards, labs in their buildings, Word, Power Point and Excel. They also get an introduction to the web mail access. Teachers who complete this course are asked to complete an evaluation, results from past years have been very positive towards the program and we feel it is a positive training that helps prepare our teachers for class.

ITV Consortium: In addition to the PDC funds that are available to our district, we also offer Interactive Television professional development to our teaching staff. Teachers attending these trainings are reimbursed a stipend to attend these trainings. Training offered covers all forms of technology and how to integrate technology into the classroom curriculum.

Scholars Academy: Summer of 2006 we were pleased to offer a full class of teachers for the Emints summer sampler program where staff from Emints came to our district to teach the Emints philosophy to our teachers. This program was very well attended by our staff. After the training we had two of the attendees offer hours of additional training that followed what they learned in this summer sampler to other district staff who were unable to attend the actual summer sampler.

TFA 3: Administration, Management and Communications

Administrative Applications:

- 100% of all district employees have email account and access to them from school and home through a web mail interface
- 100% of the districts buildings use email to distribute newsletters, memos and meeting notices
- Lemberger is used to manage Student Information and records
- FrontPage is used to design and develop teacher WebPages along with a service at www.schoolnotes.com
- All Technology and Maintenance work orders are made, reviewed and completed via a web accessible database that can produce usage reports per building/teacher and problem area

TFA 4: Resources

<u>Census of Technology</u>			
Year	2004	2005	2006
# of Internet Connected Multimedia Computers	624	644	644
Number of Students	2,355	2,403	2,419
Ratio of Student/Computer	3.77	3.73	3.76

TFA 5: Technical Support

In July 2006, an additional full time computer technician was hired to improve the department response to call for service to the classroom. This additional technician has improved the efficiency of the technology staff, allowing the teachers to be more productive and stay on task with faster repairs and less down time. This additional person has also allowed other Technology staff to be able to give more one on one assistance to the classroom teacher allowing more technology integration into the curriculum.

Total Cost of Ownership

The Potosi R-3 School District fully understands the total cost of ownership that is associated with technology. Our responsibility to plan, fund and implement technology does not end with infrastructure, hardware and software. The following considerations MUST be addressed in all technology planning:

- The daily cost of supplies to keep educational technology running
- The cost of maintenance and repair
- The replacement cost of our infrastructure
- The timely replacement of outdated equipment
- The timely replacement of outdated software
- The ongoing cost to train all staff members in the basic technology skills
- The ongoing cost to allow all staff members to grow professionally with and through technology

This total cost of ownership is reflected throughout this plan. Each building and area within the plan demonstrates the need for consideration and we feel that our budgets reflect our understanding.

Plan Updates/Status

2004 – 2007 Technology Plan Goal	Goal/Strategy Met, Progressing, Not Met, Corrective Steps	TFA
Students and teachers will use LMC computer lab regularly. (CSIP Goal 1; MSIP 6.4)	Met - Ongoing	Student Learning
Students and teachers will utilize existing/new software and incorporate new and innovative programs that will compliment, reinforce, and enrich curriculum.	Met - Ongoing	Student Learning
Teachers and Administration will use the Electronic alignment tool in teams to revise curriculum so that it conforms to Show-Me Standards (CSIP Object. 1 Strategy 1-6)	Met - Ongoing	Student Learning
District administration will annually review the MAP and Terra Nova data to determine strengths and weaknesses in student performance.	Met - Ongoing	Student Learning
Students and teachers will have access to programs, communications and methods of research.	Met - Ongoing	Resource Distribution
Student and teachers will utilize the Smart Board, projector technology, other technology resources to enhance	Met – Ongoing Our goal was to install one board smartboard per	Resource Distribution

research, software usage and communication.	building per year, we exceeded this by installing 44 boards from 2004-2007	
Electrical Capacity and Wiring – Ensure that the buildings electrical capacity meets requirements for technology	Ongoing Currently there is ample supply of Circuit breakers to safely carry the load of technology.	Resource Distribution
Students and teachers will gain the opportunity to expand curricular career options via course work offer via ITV.	Met - Ongoing	Teacher preparation and delivery of instruction
Teachers will be expected to utilize technology to improve efficiency, accuracy, and communications. This will provide the potential to seek information from beyond the school district boundaries access to other on-line information resources as well as to improve accuracy and data entry and retrieval.	Progressing	Teacher preparation and delivery of instruction
Students and teachers will have increased access to computers and the Internet through the removal and replacement of vintage computers with current technologies and networking capabilities and the purchase of more equipment to reduce per pupil ratio per computer (MSIP 6.3.3)	Progressing Installed one additional Emints lab at the 4 th Grade Installed 2 nd computer in each room at grades 4,5 and 6	Teacher preparation and delivery of instruction
Technology coordinator will attend core subject curriculum revision meetings in order to provide leadership, insight, and direction for technological needs.	Not Met – Goal changed to Technology Committee Representative.	Teacher preparation and delivery of instruction
District-wide survey will be conducted to address teachers' and staff's concerns, needs, and training needs regarding technology.	Ongoing	Teacher preparation and delivery of instruction
Library Media Center will be open to staff as needed. Teachers will be encouraged to implement technology in the classroom and explore technology.	Met - Ongoing	Teacher preparation and delivery of instruction
Teachers will be encouraged to attend non-district workshops and district in-service workshops regarding technology use in the classroom.	Met - Ongoing	Teacher preparation and delivery of instruction
A representative of the technology committee will serve on the Professional Development Committee to coordinate activities.	Met - Ongoing	Teacher preparation and delivery of instruction

Develop a plan to incorporate teacher demonstration use of technology as a part of the teachers PBTE	Not Met – Reestablish a goal of 2009 – 2010	Teacher preparation and delivery of instruction
Begin using email to send communications to teachers and staff	Met – Ongoing	District's administration data management/communication processes
Annual review of test scores to determine where additional focus needs to be placed (CSIP Object. 1 Strategy 1-6)	Met – Ongoing	District's administration data management/communication processes
Each building will use a current version of student records information management system to analyze and monitor student attendance, drop out, at risk and meal service.	Met – Ongoing	District's administration data management/communication processes
Provide support for district technology.	Met – Ongoing	Technical Support
A district-wide inventory of technology will be maintained	Not Met – Inventory has been established but is not in database format and accessible	Technical Support
The technology director will train and/or hire staff members and/or selected students in basic computer repairs and maintenance.	Met – Ongoing	Technical Support
The technology director will maintain and improve the current online work order system.	Met – Ongoing	Technical Support
The Technology Director will receive additional training as needed to keep current with the latest technology.	Met – Ongoing	Technical Support

Resource Distribution – Projected Purchases 2007-2010

Purchase	Budgeted Amount	TFA
52 Smartboards	\$190,000 (Proposition 2)	Resource Distribution – Student Learning
37 Computers	\$25,000 (Proposition 2)	Resource Distribution – Student Learning
Emints Training for 1 teacher	\$4,000 (TITLE II)	Teacher Preparation
Technology Training	\$4,500 (PDC)	Teacher Preparation
Technology Staff Training	\$1,300 (District)	Technical Support
Technology Staff Travel	\$1,000 (District)	Technical Support
Salary and Benefits	\$77,968 (District)	Technical Support
Repair	\$2,000 (District)	Resource Distribution
Supplies (Parts for repairs)	\$10,000 (District)	Resource Distribution
Maintenance Agreement for Accounting Software	\$3,500 (District)	District's administration data management/communication processes
Maintenance Agreement for Student Records Management	\$4,500 (District)	District's administration data management/communication processes

Resource Distribution – Vintage/Surplus Equipment

With the rapidly changing pace of technology, equipment will become outdated. Where possible this outdated equipment will be upgraded to extend its usefulness. These upgrades could include additional memory, larger hard drives, newer network cards, newer motherboards and processors, video and sound equipment. Such equipment that can not be upgraded will be declared “vintage equipment.” Equipment will be accessed and parts will be removed and kept in stock to provide spare equipment for machines of the same type that are currently functional within the system. The remaining equipment will be taken before the board of education for declaration of surplus property and auctioned off or disposed of properly.

DATA ANALYSIS

Strengths and Weaknesses of 2004-2007 Technology Plan:

After reviewing of the data assembled over the 2004 – 2007 Technology Plan the Technology Committee has determined the following Strengths:

TFA: Administration and Resources: 75 computers were replaced with Windows XP Multimedia machines to replace Vintage Equipment throughout the district

TFA: Student Learning: All District LMC's have increased their hours to allow more access to computer labs

TFA: Student Learning: Making use of IP based ITV (Polycom) unit for professional development for teachers, brining additional course offerings to students, interacting with NASA as part of the NASA Explorer School Program

TFA: Administration and Resources: District is increasing district fund for technology, in 05-06 school year 10 smarboards and projectors were purchased, in 06-07 34 were purchased along with 34 Windows XP computers

TFA: Administration and Resources: Improved website to contain CSIP documents, PDC documents, Career Ladder Documents, School Calendar, Lunch Menu, Board Polices, Contact information, Board Minutes, teacher and student resources

TFA: Technical Support: Technology Staff attending MOREnet/DESE conferences and trainings, and additional SANS trainings

TFA: Teacher Preparation: Conducting training classes for teachers for smartboards

TFA: Teacher Preparation: Teachers attending Fall Technology Conference hosted by MOREnet and DESE, also have presenters at the conference. Teachers are also attending Emints Summer Samplers and RPDC workshops for technology

TFA: Administration and Resources: Electronic Food service point of sales program utilized district wide

TFA: Administration and Resources: Attendance and grade tracking from the teacher desktop, integrated with Student Information System

TFA: Technical Support: One full time technology staff person added

TFA: Student Learning: Solar Panel Grant by DNR and Ameren UE that uses technology to education Students about alternative power

TFA: Administration and Resources: Phone system upgraded with automated attendant and voice mail for support staff and administration and Emints teachers.

After reviewing of the data assembled over the 2004 – 2007 Technology Plan the Technology Committee has determined the following Weaknesses:

TFA: Student Learning: A technology Curriculum was not totally implemented

TFA: Teacher Preparation: Technology is not part of the Performance Based Teacher Evaluation (PBTE)

TFA: Resource Distribution: Funding issues

TFA: Resource Distribution: Higher than state average computer to pupil ratio

Goals

TFA 1 – Student Learning

Goal 1: The Potosi R-III School District will work to improve student learning as it relates to the Show Me Standards, including technology skills.

Providing access to technology and telecommunication provides means for transforming teaching and learning in order to prepare students for the 21st century. Introducing children to technology so they may become computer literate will strengthen each student's problem-solving and critical-thinking skills through integration of curriculum and technology. Computer literacy is essential in order for individuals to function effectively in today's society. Technology fluency is a step beyond technological literacy. Fluency in technology, meaning that students should be fluent in the use of computations and communication technologies, is one of the greatest challenges facing education today. The earlier individuals are introduced to technology, the higher the rate of literacy they will achieve as they progress through the educational system and into the real world. Therefore, children need to be introduced to technology, its capabilities and applications, at the elementary level. In addition, computer programs can be used to compliment, reinforce, and enrich the curriculum. This plan will provide our younger learners with the opportunities they will need to succeed in the future.

OBJECTIVE	ACTION PLAN	TIME FRAME	EVALUATION	FUNDING SOURCES
<p>1. Students will be introduced to technology so they will have an understanding of its uses and applications and will be comfortable applying the technology</p>	<p>A. Students and teachers will use LMC computer lab regularly. B. Students and teachers will utilize the Smart Board, projector technology, other technology resources to enhance research, software usage and communication. C. Students and teachers will have access to programs, communications and methods of research.</p>	<p>A. K-12 Ongoing. B. 2007-2010 Install Smart board and projector technology in remaining classrooms D. K-12 Ongoing.</p>	<p>A. When all LMC classes have been scheduled for usage, this goal will be met. B. When all rooms in the district are equipped with this technology the goal will be met. C. When all LMC classes have been schedule for usage, this goal will be met.</p>	<p>A. District funds / Erate / Title funds. B. District funds / Erate / Title funds. C. District funds / Erate / Title funds.</p>
<p>2. Students will increase problem solving and critical thinking skills by integration of curriculum and technology.</p>	<p>A. Students and teachers will utilize existing/new software and incorporate new and innovative programs that will compliment, reinforce, and enrich curriculum.</p>	<p>A. K-12 Ongoing</p>	<p>A. Existing and newly purchased software installed.</p>	<p>A. District Funds, Title VI, PTA budget, EMC budget</p>
<p>4. Teachers and Administration will use Electronic Alignment tool to align curriculum with the Show Me Standards.</p>	<p>A. Teachers and Administration will use the Electronic alignment tool in teams to revise curriculum so that it conforms to Show-Me Standards</p>	<p>A. K-12 Ongoing</p>	<p>A. Curriculum is a living document and will never be finished. To be effective this document must continue to grow. For the purposes of this document the goal will be met when $\frac{3}{4}$ of the curriculum is aligned with the Show-Me Standards.</p>	<p>A. District Funds, Title, PDC funds</p>
<p>MSIP Standards: 5.1, 6.1, 6.5, 6.8, 7.1, 7.2, 7.3, 9.4 CSIP Objectives 4, 5, 7 Show Me Standards 1.4, 2.7, 4.4</p>				

TFA 2 – Teacher Preparation and Delivery of Instruction

Goal 2: The Potosi R-III School District will work to improve teacher preparation and delivery of instruction.

Technology holds the potential to be a powerful force to improve the productivity of educators. Technology can significantly enhance the production and presentation of information by teachers and coordinators, effectively improving communication and understanding through ITV classes. Ready access to a workstation will provide the potential for staff to seek information from beyond the school district boundaries through access to other online information resources. Students must have adequate and convenient access to technology. There must be enough equipment available which matches the needs of the student in terms of both power and technical capabilities. Technological issues should be continually updated within the core curriculum. This can be accomplished through the curriculum revision cycle.

GOAL OBJECTIVE	ACTION PLAN	TIME FRAME	EVALUATION	FUNDING SOURCES
1. Potosi Schools will provide interactive television linkages between classrooms, local schools, community colleges, university networks, and the community.	A. Students and teachers will gain the opportunity to expand curricular career options via course work offer via ITV.	A. 9-12 Ongoing	A. Through course offerings and class schedules, ITV will be expanded. If the number of students and adults utilizing the ITV courses increases, the goal will be met.	A. District Funds, Distance Learning monies
2. Potosi Schools will provide every instructional staff member with access to a networked workstation in his/her teaching area, appropriate productivity software and training in its use.	A. Teachers will be expected to utilize technology to improve efficiency, accuracy, and communications. This will provide the potential to seek information from beyond the school district boundaries access to other on-line information resources as well as to improve accuracy and data entry and retrieval.	A. K-12 Ongoing.	A. Attainment will be accessed by using an inventory of classrooms and offices that have networked stations. If the classrooms and offices are networked with workstations, the goal will be met.	A. District Funds, Erate, Title funds
4. Potosi Schools will include technology issues when completing the curriculum review process.	A. A representative from the Technology Committee will attend core subject curriculum revision meetings in order to provide leadership, insight, and direction for technological needs.	A. Annually, based on curriculum revision cycle.	A. Log sheets will be used to account for attendance and time during extended learning times.	A. District funds
MSIP Standards: 6.1, 6.3, 6.4, 6.7 CSIP Objectives: 1, 3, 4 Show Me Standards: 1.2, 1.3, 1.4, 1.5, 1.7, 2.7, 3.6, 4.8				

TFA 2 – Teacher Preparation and Delivery of Instruction

Goal 3: The application of technology to instruction must begin with a well-educated staff. Training in the use of educational technology is a key component for its integration into our schools, communities, and businesses. Access to training will include opportunities to learn and explore computer technologies, multimedia applications, communication technology, and applicable software.

GOAL OBJECTIVE	ACTION PLAN	TIME FRAME	EVALUATION	FUNDING SOURCES
1. The Technology committee will assess the needs and wants of faculty regarding technology.	A. District-wide survey will be conducted to address teachers' and staff's concerns, needs, and training needs regarding technology.	A. Yearly Surveys with new acquisition of software or media materials, training will be provided	A. Survey results will be tallied and put in a report to be used in planning activities necessary for training and in-service.	A. District Funds and Title VI
2. The district administration and Professional Development Committee will provide staff with extended opportunities to learn and explore computer technologies, computer multimedia applications, and applicable software.	A. Library Media Center will be open to staff as needed. Teachers will be encouraged to implement technology in the classroom and explore technology.	A. Ongoing - Library Media Centers will be open.	A. Log-sheets will be kept.	A. District Funds and career ladder
3. The Technology Director, District Administration, and Professional Development Committee will provide technology, software, network, and telecommunication training to teachers and staff.	A. Teachers will be encouraged to attend non-district workshops and district in-service workshops regarding technology use in the classroom. B. A representative of the technology committee will serve on the Professional Development Committee to coordinate activities.	A. Ongoing B. Ongoing	A. Log sheets will be kept. Evaluations will be completed by each of the participants. B. Log sheets will be kept.	A. Professional Development Funds and Technology Enhancement Grant B. District funds and career ladder.
4. Establish technology use as part of the teachers PBTE.	A. Develop a plan to incorporate teacher demonstration use of technology as a part of the teachers PBTE	A. K-12 Develop plan 2009 – 2010 B. Plan implementation 2010	A. Technology Committee will develop a plan to make technology part of the teacher PBTE. The plan will be incremental in degree of difficulty and be introduced in stages. Once all teachers receive proficient scores on this component of the PBTE this goal will be met.	A. District Funds, Title and PDC

MSIP Standards: 6.1, 6.3, 6.4, 6.7
 CSIP Objectives: 1, 3, 4
 Show Me Standards: 1.2, 1.3, 1.4, 1.5, 1.7, 2.7, 3.6, 4.8

TFA 3 – Administration/Data Management/Communication

Goal 4: The Potosi R-III School district will work to improve the District’s administration data management, communication processes, resource distribution and use.

The Potosi R-III School district administration team knows the only way the school can increase student achievement is by good communication, expedient analysis of testing data to determine student levels, so that changes in the curriculum can be made to increase student learning. We realize that technology will play a big role in better communications and data analysis and distribution.

OBJECTIVE	ACTION PLAN	TIME FRAME	EVALUATION	FUNDING SOURCES
1. District Administration to use Clear Access to evaluate Test Scores and determine strengths and weaknesses.	A. Annual review of test scores to determine where additional focus needs to be placed	A. K-12 Ongoing	A. When at least one percent of improvement each year and scores are at or above state average in the advanced and proficient categories this goal will be met. (CSIP Object. 1 Strategy. 1 -6)	District Funding
2. The district will use electronic means to gather student data on attendance and meal service.	A. Each building will use a current version of student records information management system to analyze and monitor student attendance, drop out, at risk and meal service.	A. K-12 Ongoing	A. Annual audits of the district will reveal strength and weaknesses in our data collection process to determine if updates or procedure changes are needed.	District Funding
3. The district will evaluate student management systems to determine which current product best suits our needs.	A. Due to our current Student Records System selling out, in the future we will be required to update. The district will evaluate different packages to determine which application will best suit the needs of Potosi R-3	A. K-12 2007-2010	A. When the district purchases a suitable student records management program this goal will be met.	District Funding
3. Teachers and Administration will use Clear Access to determine student performance and trends	A District administration will annually review the Clear Access data to determine strengths and weaknesses in student performance.	A. K-12 Ongoing	A. When at least one percent of improvement each year and scores are at or above state average in the advanced and proficient categories this goal will be met. (CSIP Object. 1 Strategy. 1 -6)	A. District Funds
MSIP Standards: 3.3, 4.1, 6.1, 6.5, 7.5, 8.1, 6.8, 8.9 CSIP Objectives: 5, 6 Show Me Standards: 1.2, 2.7, 3.6, 3.7, 3.8,4.4, 4.5				

TFA 4– Resource Distribution and use

Goal 5: The Potosi R-III School district will work to improve the adequate and equitable access to current instructional technology tools and resources for staff and students

The Potosi R-III School district administration team knows that modern technology must be maintained in the district to achieve higher expectations of students. We realize that we can not expect our student to excel with outdated technology. We realize that we must setup up our efforts to provide technology to staff and students

OBJECTIVE	ACTION PLAN	TIME FRAME	EVALUATION	FUNDING SOURCES
1. Potosi Schools will expand Internet accessibility and increase the number of available computers for student use in each campus.	A. Students and teachers will have increased access to computers and the Internet through the removal and replacement of vintage computers with current technologies and networking capabilities and the purchase of more equipment to reduce per pupil ratio per computer	A. 2007-08 27 systems K-12 B. 2008- 2009 30 Systems K-12 C. 2009 – 2010 40 Systems K-12 Technology will be added as needed according to the assessments.	A. The student to computer ratio will be evaluated on an annual basis. If the ratio reaches 3:1 by the year 2010, the objective will be met. B. When replacement of Vintage equipment is accomplished.	A. Title funds, District Funds, Erate
2. Potosi Schools will install smartboard technology in all grade levels in the district	A. Through the use of Smartboard Technology we will increase exposure of student to technology. This will allow teachers to increase the use of limited technology to all students.	A. 2007 – 2008 52 Smartboards Grades K -12 B. 2008 – 2009 54 Smartboards Grades K-12 C. 2009 – 2010 Remaining portion of classrooms will receive Smartboards	A. When all rooms in the district are equipped with smart technology this goal will be met.	A. Bond Issue, District Funds
3. Potosi Schools will maintain/increase District Budget amount for Technology in the District	A. The technology Committee will work with School Superintendent to maintain needed budget amount to maintain and expand technology in the district B. Establish a rotation schedule of Vintage equipment	A. 2007-2010 On Going B. 2009-2010 Have rotation schedule established with funding secured	A. When the budgeted amount for technology meets needs of the district. B. When Rotation schedule is adopted by Board of Education and funding committed	A. District Funds, Title
MSIP Standards: 6.4, 7.3 CSIP Objectives 2, 3, 4, 5 Show Me Standards 1.4, 2.7				

TFA 5 – Technical Support

GOAL 6: The Potosi R-III School District will work to provide quality and timely technology support and training to the classroom.

In our district, the maintenance of technological equipment is essential. The communication to expedite repairs and the compiled inventory will be coordinated by the technology coordinator. The maintenance and replacement of existing technological equipment and software are very important. On-going training of technical support staff and selected faculty and students is needed to stay current with district-wide maintenance needs. The Potosi R-III School District has chosen to provide its own technology installation and maintenance services with two full time support staff, headed by the district technology director and one technician.

GOAL OBJECTIVE	ACTION PLAN	TIME FRAME	EVALUATION	FUNDING SOURCES
1. Provide support for district technology.	A. Provide timely support to district employees. Maintaining or replacing existing technology equipment and software.	A. K-12 Ongoing	A. Reports from the online work order system to be reviewed by the Board of Education.	A. District Funds
2. A district-wide inventory of technology will be maintained.	A. An electronic District-wide inventory will be maintained.	A. Annually	A. The goal will be met when members have access to modern/current technology.	A. District Funds
3. The technology director will train and/or hire staff members and/or selected students in basic computer repairs and maintenance.	A. Staff members and students will be given repair and maintenance classes/training.	A. K-12 Ongoing	A. The goal will be met when members of the faculty/staff and/or selected students are trained.	A. District Funds, Grants, Professional Development Committee
4. The technology director will maintain and improve the current online work order system.	A. The online system will be upgraded as new software and technologies are available.	A. K-12 Ongoing	A. The goal will be met if the online work order system is up-to-date based on new technologies.	A. District Funds
5. The Technology Director will receive additional training as needed to keep current with the latest technology.	A. Attended Annual DESE/MOREnet Technology Directors Conference. B. Attend needed MOREnet workshops	A. K-12 Ongoing B. K-12 Ongoing	A. Registration Confirmations / Sign in sheets B. Workshop Sign in Sheets	A. District Funds
MSIP Standards: 6.4, 6.8, 7.3 CSIP Objectives: 3, 5, 6				

PLAN EVALUATION

Dissemination

The Potosi R-3 Schools Technology Plan is disseminated in the following manner:

- Copy of the plan is placed in the LMC at the High School/Middle School/Intermediate School/Elementary School and Administration Building.
- This document requires board approval; therefore, it will be included in the media packets sent out to the local newspapers and radio stations.
- All members of the Technology Committee are provided copies at the time of publication along with additional copies for the teachers' workroom in each building.
- As with all district publications, the technology plan is also available in PDF format on the District website at <http://www.potosi.k12.mo.us/tech/techplan.pdf>.

Plan Review and Purpose of Technology Committee

This committee will meet bi-annually for the purpose of reviewing this plan and ensuring we are on a focused path. The committee will also meet on an as needed basis to discuss and resolve technology related issues, such as, but not limited to, the Acceptable Use Policy and Internet content filtering. The committee will also be given updates as to the progress of the goals set forth in this document to determine if they are producing the outcomes desired so that if they are not the plan can be modified to adapt and reach our goals.

Evaluation 2007– 2010

The Technology Director will make a report to the Technology Committee on the progress of reaching the goals of the technology plan annually in September of each year. At that time the committee will discuss and review the technology plan to determine if the district is maintaining focus and addressing the needs of the district. The Committee will make corrections and changes to the plan; these changes will be presented to the school board for review and approval.

While some of the technology goals were met in the Potosi R-3 Schools during the past, technology remains an area of priority for the district. The district has learned from our eMINTS rooms that the Smartboard Technology is a valuable resource in the classroom. We have changed our focus in this plan from previous plans to focus more on this technology and how we can do more with less resources.

APPENDIX A

COMPREHENSIVE TECHNOLOGY USAGE AND NEEDS ASSESSMENT

Please fill out the following survey. Circle the number of your choice. The scale is as follows:

1 Almost Always 2 Usually 3 Sometimes 4 Seldom 5 Never

- | | | | | | | |
|-----|---|---|---|---|---|---|
| 1. | I feel intimidated by the computer. | 1 | 2 | 3 | 4 | 5 |
| 2. | I use the computer for instruction in the classroom. | 1 | 2 | 3 | 4 | 5 |
| 3. | I use an electronic grade book to keep track of my students' grades. | 1 | 2 | 3 | 4 | 5 |
| 4. | I consider myself proficient in using the computer. | 1 | 2 | 3 | 4 | 5 |
| 5. | I can help my students with their problems using the computer. | 1 | 2 | 3 | 4 | 5 |
| 6. | I use computers with my students to facilitate writing or reading. | 1 | 2 | 3 | 4 | 5 |
| 7. | I use computers with my students to facilitate math or science. | 1 | 2 | 3 | 4 | 5 |
| 8. | I use computers/internet with my students for research purposes. | 1 | 2 | 3 | 4 | 5 |
| 9. | I use the computers with my students for small group work. | 1 | 2 | 3 | 4 | 5 |
| 10. | I use computer software with my students for remediation, practice, or enrichment. | 1 | 2 | 3 | 4 | 5 |
| 11. | I use software that teaches my students keyboarding skills. | 1 | 2 | 3 | 4 | 5 |
| 12. | My students use email as part of subject matter work or to participate in pen pal projects. | 1 | 2 | 3 | 4 | 5 |
| 13. | I am developing new lesson plans that incorporate the use of technology. | 1 | 2 | 3 | 4 | 5 |
| 14. | I change the way I teach to take advantage of the available computer technology. | 1 | 2 | 3 | 4 | 5 |
| 15. | My students use a word processing program for work related to the classes I teach. | 1 | 2 | 3 | 4 | 5 |
| 16. | My students use a spreadsheet or database program for work related to the classes I teach. | 1 | 2 | 3 | 4 | 5 |
| 17. | My students create class presentations using software such as Power Point or other presentation software. | 1 | 2 | 3 | 4 | 5 |
| 18. | I use the computer for whole class instruction with my students. | 1 | 2 | 3 | 4 | 5 |
| 19. | I use the computer lab for whole class instruction with my students. | 1 | 2 | 3 | 4 | 5 |
| 20. | I use the Smart Board for classroom instruction. | 1 | 2 | 3 | 4 | 5 |

I use my computer (Circle only one)

1. Monthly
2. Weekly
3. 2-3 times a week
4. Daily email only
5. Daily-other tasks and email

My students use the computer in my classroom (On an average)

1. At least once per quarter for either instructional purposes or for access to educational software.
2. Monthly for either instructional purposes or for access to educational software.
3. Weekly for either instructional purposes or for access to educational software.
4. Daily for access to educational software of their choosing.
5. Daily for instructional purposes-software tied directly to the current area of study.

My students use the computer in my classroom (Circle only one)

1. Only as a reward
2. Only if they have free time after finishing class assignments
3. For extra drill and practice
4. On a rotating basis so all students cycle through an assigned computer drill or practice
5. For instruction, production (word processing, etc.), and research to produce finished work.

I use a VCR (Circle only one)

1. Monthly
2. Weekly
3. 2-3 times a week
4. Quarterly

I would like more training in (choose all that apply)

1. Internet
2. Word processing
3. Presentation Software
4. Spreadsheet software
5. Others

I would like training in (choose all that apply)

1. Scanners
2. Digital Camera
3. Smart Board
4. LCD Projectors
5. Laser Disc Players
6. Others

How often would you use a mini-lab in your classroom for instruction? (Circle only one)

1. Monthly
2. Weekly
3. 2-3 times a week
4. Quarterly

What do you see as your future technology needs for your classroom? (Please list specific software you are interested in or workshops you would be interested in attending.) _____

APPENDIX B – Acceptable Use Policy

This can be found at <http://www.potosir3.org/policy/policypdf/EHB-C.1C.PDF>