

Technology Plan

Hardin County Schools



HARDIN COUNTY SCHOOLS
HELPING CHILDREN SUCCEED

Teresa Morgan, Superintendent
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 Elizabethtown, KY
<http://www.hardin.k12.ky.us/>

Plan Start Date: July 1, 2018

Plan Expiration Date: June 30, 2019

Revised Date:

Approved: *Pending Commonwealth Approval*

Acknowledgements

District Technology Staff

Lafe Tabb, District Technology Coordinator
Steve Boone, Computer Operations Manager
Tim Calvert, Asst. Computer Operations Manager
Michael Arnold, Help Desk
Kevin Montgomery, A/V Technician
Chris Fitzpatrick, PC Technician
Regina Harp, PC Technician
Jonathan Sullivan, PC Technician
Garet Malecek, PC Technician
Mike Kelley, PC Technician
Baute Lanham, PC Technician
Anthony Sanders, Technology Maintenance Technician

Library Media Specialists (School Technology Coordinators)

Bluegrass Middle – Margie Findlay
College View Campus – Jennifer Mills
Central Hardin High – Jessica Hundley/Becky Rawlings
Creekside Elementary – Sue Ellen Langley
East Hardin Middle – Mary Carruthers
Cecilia Valley Elementary – Tammy Riggs
G C Burkhead Elementary – Carrie Skaggs
Heartland Elementary – Krystal Miller
J.T. Alton Middle – Katie Newton
John Hardin High – Jan O’Daniel
Lakewood Elementary – Chrissy Skaggs
Lincoln Trail Elementary – Mikki Bland
Meadow View Elementary – Kandi Childress
New Highland Elementary – Allison Birch
North Hardin High – Michelle Smith
North Middle – Shelly Haun
North Park Elementary – Cindy Sage
Radcliff Elementary – Monique Berthold
Vine Grove Elementary – Cindy Vowels
West Hardin Middle – David Robbins
Woodland Elementary – David Farmer

District Contributors

Teresa Morgan– Superintendent
Greg Sutton – Chief Academic Officer
Charlie Wise – Board Chair
Kay Sharon – Board Vice Chair
Andrea Palmer – Board Member
Dawn Johnson – Board Member
vacant– Board Member

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Executive Summary

The mission of the Hardin County School District, a progressive educational system with world-class standards, focusing on learners of all ages and placing a high value on cultural diversity and family, is to produce self-sufficient, sensitive, responsible citizens who are committed to a life of learning, service, and environmental stewardship, and who will excel in a dynamic, global society; this will be accomplished by visionary leadership, celebration of individual differences and talents, community partnerships, state-of-the-art technologies, and comprehensive programs responsive to individual needs.

Vision Statement

The Hardin County school system is committed to providing the highest quality education possible for all of our students. It is realized, as reflected in the Technology Plan, that the integration of technology as a natural part of the learning process in every area of learning is critical to student achievement. Embracing current hardware, software, network capabilities, professional development and telecommunications systems remain our highest priorities.

Goals

- Goal 1** Survey and research the most effective practices for technology integration in schools.
- Goal 2** Provide adequate technology resources to support students, staff, and community to provide for learning anytime and anyplace.
- Goal 3** Update and maintain the district and school web sites to include relevant information to the school community, including parents/guardians and community citizens.
- Goal 4** Update and maintain a telephone in every classroom and office with selected cellular phone service for administrators, teachers and staff to support speedy and reliable communication for safety and informational purposes.
- Goal 5** Utilize technology, and Coordinator of Instructional Technology, to support the curriculum and improve student achievement with an emphasis on classroom integration to facilitate implementation of the Kentucky Academic Standards.
- Goal 6** Monitor and assess the bandwidth requirements to optimize the performance of our Wide Area Network and Local Area Networks
- Goal 7** Continue to evaluate and purchase emerging technologies to create and maintain expansive programs that challenge all learners
- Goal 8** Evaluate and upgrade network cabling needs and/or wireless access points in our district according to State guidelines, and to maintain wireless access district wide.

Goal 9 Maintain and update e-mail accounts for staff and students

Goal 10 District proxy servers and/or network appliances will be monitored and updated in accordance to federal legislation, Children’s Internet Protection Act (CIPA: 47 U.S.C. 254), KY Senate Bill 230, and KY KAR 5:120

Goal 11 Review and update the district Acceptable Use Procedures form annually

Goal 12 Hire and retain sufficient technical support staff to maintain hardware, software, and the wide/local area networks.

Planning Process

The Hardin County School District technology committee meets on a monthly basis to discuss technology needs and implementation in the district. The district committee works with school representatives and Kentucky Department of Education representatives to implement technology for students and staff in the district. In addition the district technology department works with school and district personnel to facilitate the implementation of technology in the district. The district committee is composed of the Director of Instructional Technology, Coordinator of Instructional Technology, Computer Operations Manager, and the School Technology Coordinators.

Staff Training/Professional Development

Enhancing teacher professional development is also a critical initiative for the district. By utilizing technology in our instruction, opportunities can be provided for students that otherwise would not be possible. The district will continue to provide all school personnel with a variety of professional development opportunities to support instructional improvement and overall efficiency. The robust staff development program will facilitate and evaluate the relevant use of current and new technologies with the highest standards of professionalism and training in order to empower our staff to embrace technology as a tool that can be utilized effectively across the curriculum and/or in their daily job tasks. All staff and students will be trained annually on Digital Citizenship. The Coordinator of Instructional Technology will provide ongoing small group and whole staff training in all areas of instructional technology.

The Director of Instructional Technology and the Coordinator of Instruction Technology are developing methods and strategies for integrating 21st Century Classroom technologies into the everyday curriculum at each grade level. The Innovate Initiative is the HCS Instructional Technology department’s effort to provide quality, as-needed digital professional development focusing on the skills necessary to effectively integrate technology into the classroom. The Innovate Initiative has created 10 target characteristics that we believe make up a digital innovator. These characteristics were adapted from *Creating Innovators: The Making of Young People Who Will Change the World* by Tony Wagner. These target characteristics are: Leads by Example, Creative, Analytical, Curious, Collaborative, Agile, Problem Solver, Passionate, Risk Taker and Effective Communicator. All of these characteristics are behaviors that we want our students and teachers to exhibit inside and out of the classroom.

The Innovate Initiative is a technology centric professional development platform designed to “gamify” PD for teachers by allowing them the opportunity to “badge” or earn “micro-credentials” in each of our 10 characteristics of an innovator. Teachers can earn these micro credentials by completing set criteria for each characteristic. The criteria will include at least 2 mandatory components: an outside-of-the-school day lesson, discussion forum, activity or video where completion is verifiable AND a classroom application lesson/activity that must be completed and reflected upon. Each set criteria for each of the target characteristics will be aligned so that every professional development opportunity on our platform has authentic, clear outcomes and objectives. Once teachers have completed the tasks outlined for a target characteristic, they are eligible to earn the micro credential.

Our ultimate goal is to empower and inspire our teachers in Hardin County Schools to harness the power of digital tools to become a more innovative, passionate educator that improves the overall educational experience for our students, thus empowering our STUDENTS to become innovators themselves, eventually changing the world.

HCS PD Guidelines

1. Teachers are responsible for obtaining twenty-four (24) hours of professional development credit.
2. Professional Development may be obtained in two (2) ways:
 - a. Attendance at in-district workshops
 - b. Attendance at Out-of-district conferences or workshops provided an out-of-district Professional Development Credit Request Form is completed and the guidelines are followed. Credit ***will not be granted*** for sessions not pre-approved. Out-of-district credit will be awarded only for days when school is not in session.
3. Teachers, newly hired to the district, will be informed of their Professional Development obligation at the time of hiring. If this information is not provided, the new teacher should call the Professional Development Office at 769-8809.
4. PROFESSIONAL DEVELOPMENT HOURS FOR THE 2018-2019 SCHOOL YEAR MUST BE OBTAINED BETWEEN JUNE 1, 2018 AND MAY 15, 2019.
5. Professional Development is one of the Kentucky Standards during your evaluation and when not completed by May 15, 2019, employees will receive a reduction in pay.
6. Instructional Assistants may attend professional development sessions with their assigned teacher(s) provided the principal approves. The principal of the building determines how classified employees spend their 24 hours.
7. Professional development accountability records will be maintained in and correlated by the Instructional Services and Financial departments.

Needs Assessment of Telecommunications Services, hardware, Software and Other Services

Presently, a significant need is having enough up-to-date equipment to make Internet access, electronic resources, interactive instructional software, and publishing tools readily available to all of our students. The district has approximately one device for every 2 students. However, to truly integrate technology throughout the curriculum, it is felt that a lower student-computer ratio is critical.

Original district emphasis was concentrated on getting the district connected to the World Wide Web, thereby allowing all of our students the opportunity to expand their learning beyond the parameters of the classroom. This has been accomplished.

The next initiative is making ample updated hardware and software available for students to utilize technology as a natural part of learning in every area of instruction. More fully integrating the use of technology into the classroom is a necessary next step. Much progress was made toward this end when the Hardin County Board of Education approved \$1.9 million in funds to replace 2800 aging student computers before the 2014-2015 school year.

The District Consolidated Plan has targeted several areas needing improvement such as Reading, Writing, and Math. One goal is to provide quality-integrated software in these content areas that will provide students with a variety of exciting new ways to learn the material. Quality stand alone software as well as online integrated software system simulated experiments will help us better target the multiple intelligences, thereby helping all students.

Our technology education program prepares students for careers in Information Technology, which is one of the most in demand careers in the nation, with shortages of trained employees predicted into the next century. Students completing this course should be prepared for the A+ certification test at the end of the first year and Microsoft Certified Professional tests at the end of the second year.

All of the district's Media Specialists are also the school technology coordinators and receive technology training each month on various ways to implement technology into their schools, ways to better utilize what the schools currently have, as well as any new technologies that arise. They also provide feedback as to specific school needs and requirements in telecommunications services, hardware, software, and other services.

Each school has a Student Technology Leadership Program. This program allows all interested students the opportunity to be involved in a variety of technology issues from repairs, to presentation development, video production, web page design, and just about any technology issue imaginable. As noted in both the Evaluation section of this plan and the CDIP activities/strategies C2a, C3a, and C3b, require an annual review of the district plan. This annual review results in the identification of new or revised needs.

Also noted in the evaluation section of this plan are comments about a weekly meeting of the Technology Department staff that allows for discussion of new needs on a weekly basis in all areas of telecommunication services, hardware, software, and other services.

Student Technology Literacy Skills

1. Students will receive direct instruction through integration of technology into all core content areas.
2. Students in grades K-8 will receive integrated technology instruction through core classes, as well as direct group instruction, utilizing the computer lab environment.
3. Students will also receive direct technology instruction through quarter technology classes.
4. All students will be trained annually on digital citizenship.

Budgeting Considerations

Fund Sources: There are *three* major sources of funds to facilitate the technology plan within the Hardin County Schools in order to repair and maintain the hardware, software and associated services for technology.

1. Local District Funds – These are funds allocated by the school board to support the integration of technology into the schools’ curricula. The district Technology Department’s budget is approximately \$1.8 million per year including staff salaries.
2. USF Discounts – This source of funds is from the Schools and Libraries Division of the Federal Communication Commission, and allows discounts on internal network devices and telecommunication bills. Enhancement of network connectivity to include fiber-optic cabling to better serve our schools with appropriate bandwidth capabilities is our next network priority. Telecommunications USF discounts are approximately \$865,000 per year. Application also to be made for our most needy facilities to upgrade the network infrastructure and add Wi-Fi capabilities. The estimated USF discounts on these items is \$620,000.
3. KETS – Kentucky Educational Technology System is the main source of funds to implement the use of technology within our district. These monies consist of both state and local matching funds. The previous six-year plan, called KETS Phase I, has been completed. KETS Phase II is ongoing.

The major priorities for use of KETS Phase II funds for the next six years are as follows:

- Replacing 1/6 of classroom computer workstations inventory annually.
- Replacing 1/6 of classroom printer inventory annually.
- Updating/upgrading software as appropriate.
- Providing staff with Professional Development.
- Providing a Student Technology Leadership Program (STLP) for each school.
- KETS funds are approximately \$425,000 per year.

PD Fund Sources

Local Board, Title I, and local school funds are used as appropriate to fund the many and varied Professional Development activities within Hardin County Schools.

School Year: 2018-19
Annual Budget Summary

Acquired Technologies and Professional Development	E-Rate	NCLB/other than Title IID	KETS	Local (Fund I)
Fiber Optic WAN	180,000			45,000
Telecommunications/ Phone/Cell				80,000
Smart Classroom				200,000
Professional Dev			20,000	100,000
Wksn/Printer/Hardware			250,000	25,000
Network Components	62,000			20,000
Fileservers (new/Upgrd)			60,000	
Software/Licensing			130,000	135,000
Repair/Maint.			100,000	200,000
Contingency			25,000	80,000
TOTAL	242,000	0	565,000	885,00

District Plan Evaluation

As with other areas noted on our Consolidated District Improvement Plan (CDIP), the CDIP activities and strategies are evaluated and reviewed for adjustment as part of implementation/impact checks procedures. Extracts of these CDIP facts are shown below:

	Activity/Strategy	Expected Impact
C2	District Technology staff will conduct a needs assessment and implement a technology plan that addresses the following areas: clear goals, professional development, assessment of hardware, software and network services, a sufficient budget, and an evaluation process.	An ongoing assessment of the effectiveness of the technology plan in regards to Universal Service Fund expenditures will indicate that they meet identified needs and that indicator 8.2a is at the fully functioning level.
B1	The district will conduct at least semi-annual Comprehensive Plan implementation/impact checks with involvement from all stakeholders.	Implementation/Impact checks will be developed with Administrative Leadership meeting involvement and District Comprehensive Planning committee approval. The I/I checks will be presented to the board of education for their approval.

The Technology department staff meets weekly to discuss/evaluate issues and requirement as appropriate. Our school Technology coordinators (STC's) meet monthly with the district Technology Coordinator and Computer Network Administrator to discuss/evaluate ongoing issues and needs.

Consequently, besides, the CDIP semi-annual review process, information concerning technology implementation are reviewed weekly and monthly at noted above.

In addition to the above planning process, the district's network and technology needs are evaluated on an ongoing basis to provide the very best possible support for the school system. Network traffic is monitored on a daily basis, technology work orders are reviewed in weekly meetings of the technology department to track any problem areas relating to technology equipment, including telecommunication services. Newer equipment and processes are tested and evaluated on an ongoing basis to see if improvements to network and telecommunication services can be made. As newer and better ideas and equipment are found, plans are made to incorporate these into the budget process and into the application process for e-rate funding during the e-rate application window that occurs each year.