

Technology Plan Cover Sheet
2016-2018 (July 1, 2015 – June 30, 2018)

Organization Information

District/Agency/School (legal name): New York Mills Public School

District Number: 553

Technology Plan Status

The District/Agency/School has an approved 2013-15 technology plan:

Yes No

2016-2018 Technology Plan Date of Creation: 3/19/2015

Identified Official with Authority

Name: Blaine Novak

Title: Superintendent

Address: 209 Hayes Avenue, New York Mills, MN 56567

Phone: 218-385-2553

E-mail: bnovak@nymills.k12.mn.us

Technology Contact

Name: Matt Holtberg

Title: Technology Coordinator

Address: 209 Hayes Avenue, New York Mills, MN 56567

Phone: 218-385-4217

E-mail: mholtberg@nymills.k12.mn.us

2016-18 Technology Plan

Technology Needs Assessment. Describe the processes(s) used to determine the technology needs for the LEA for 2016-2018 and briefly summarize the needs that have been determined. Make sure to include any technology needs that will be supported through E-rate discounts, such as telephone, telecommunications access, Internet, and other E-rate eligible services:

1. Organization Leadership and Technology Planning Committee

The Superintendent and the Technology Coordinator will primarily be responsible to provide organization-wide leadership and communication, as well as direct guidance for other technology staff at the building level. Our technology committee meets at least twice per school year. The role of our committee is to determine the types of technology to use in our school that best supplements sound curriculum philosophies and instructional practices. The committee will also be a body that takes ideas and puts them into action. We will address our technology needs through suggestions by staff and students, which is then acted upon by the Technology Coordinator with approval by the Superintendent.

Our committee will consist of the following positions:

- Technology department representative
- Superintendent of schools
- 3 High School teachers
- 3 Elementary teachers
- Media center representative
- Elementary Principal
- Secondary Principal
- Support staff representative

2. Demographics of School District, School, Regional Public Library System, or Public Library

Our current enrollment is about 760 JK-12 students located in one building. We are located in northeast Ottertail County with a population of 1200. The main challenge we face as a smaller rural community is the high cost of Internet access for residents in our community. As a school district, a lack of adequate funding to keep our technology current and progressive is our biggest challenge.

3. Needs Assessment

We currently have an enterprise wireless system in place that needs to be expanded to accommodate the increase in not only school-owned devices, but also devices used by students and faculty for BYOD classroom activities. Additional wireless devices, such as tablets, laptops, phones, etc. are becoming an increasing burden on an already stretched-thin wireless infrastructure.

We also have back-end infrastructure equipment that is quite old (10+ years), and is creating a bottleneck and reliability concern for our network. The most prominent of these are our content filter and a few of our servers.

Aside from infrastructure, we would also like to integrate more technology into the classroom - technology that engages students in the learning process while supplementing each individual teacher's style of teaching and enhancing teacher to student, teacher to parent and teacher to administration communication.

Goals and Strategies. List the specific goals and strategies for 2016-2018 that address how your LEA will use technology to deliver education and assist with school administration:

Vision Statement: To enhance instruction by creating dynamic content based on sound curriculum that can be accessed from the internet thereby closing the gap between the school and the home, and to improve student achievement by integrating technology and creating technological skills that support successful methods of instruction.

Mission Statement: Minnesota Academic Standards, K-12 Curriculum, & Instruction – To implement and deliver the Minnesota Academic Standards in both basic requirements as well as through articulation in the K-12 curriculum to improve student's skills in reading, writing, math, and science as shown by increased test scores on MCALLs, and other standardized tests.

Our objectives are:

- To increase the technology skill levels of staff and students
- To integrate technology more fully into the classroom and curriculum in support of the graduation standards
- To add, upgrade and replace existing computer workstations as fiscally possible
- To automate more business functions (move from paper to electronic)
- To provide a means for parents and community members to be more involved in school functions via the web.
- To introduce content creation tools into the classroom that enable teachers to create online learning material that is readily available for students and parents.

We plan to be as progressive and as competitive as possible in providing adequate technology to our staff and students. Based on needs assessment, we need to find more ways to train staff to reach a comfort level with technology.

We are in the process of formulating a plan to determine the best technology available that will help support instruction with a minimal learning curve. As part of that process, we will look for a variety of ways to bring technology in to help us bolster student achievement. This will go along with the technology pieces teachers are already using. We hope to see gains in state test scores within the first year of implementation and a steady improvement as teachers, students and parents become more familiar with the technology and strategy.

The following goals are to be completed by fiscal year end as indicated in each section:

Goals for 2016

- Continue to refine methods of evaluating what types of technology are best suited to overcome obstacles of learning in the classroom.
- Hold staff development trainings to introduce the technology.
- Incorporate the technology into the classrooms.
- Offer ongoing opportunities for staff to participate in other technology trainings.
- Continue to update computer labs - 5-year rotation
- Evaluate staff and students at the end of year to determine successful use of integrated technology.

Goals for 2017

- Survey staff at the beginning of the year to determine perceived success or failure of certain classroom technology.
- Offer ongoing opportunities for staff to participate in technology trainings and to find successful ways to use technology already available in the classroom.
- Continue to update computer labs - 5-year rotation
- Update wireless infrastructure
- Survey staff and students at the end of the year to determine success or failure of technology driven practices.
- Update goals as necessary based on year-end results of survey

Goals for 2018

- Survey staff at the beginning of the year to determine perceived success or failure of certain classroom technology.
- Offer ongoing opportunities for staff to participate in technology training.
- Continue to update computer labs - 5-year rotation
- Update backbone infrastructure to 10-GbE
- Survey staff and students at the end of the year to determine success or failure of technology driven practices.
- Assess available technology and determine possible classroom effectiveness.

Professional Development Plan. Describe the professional development strategies you have in place for 2016-2018 to ensure LEA staff are prepared to use the technology infrastructure, software programs, and online resources provided:

District Wide Goals:

Goal #1: Minnesota Academic Standards, K-12 Curriculum, & Instruction – To implement and deliver the Minnesota Academic Standards in both basic requirements as well as through articulation in the K-12 curriculum to improve student’s skills in reading, writing,

math, and science as shown by increased test scores on MCAIIs, and other standardized tests.

Goal #2: Professional Development – To continue the financial support of professional development training and activities for all staff. The Staff Development Plan allocates a budget to be used for some of the following purposes:

- Increase student achievement (i.e. curriculum development or new supplies).
- Improve teaching skills.
- Improve job assignment skills

Goal#3: Technology – To improve technology skills, staff and students shall improve their knowledge and embed technology in daily activities and assignments. Professional Development opportunities in technology will be made available for staff. Implementation of “I Teach You Teach”, where teachers and staff hold group training sessions and teach each other technology related skills. Develop Professional Learning Network internally and externally to facilitate communication with other teaching professionals.

Evaluation. Explain the evaluation process for your technology plan for 2016-2018, including timeline, roles and responsibilities, and information gathered to assess how the technology plan goals and strategies are being met:

1. The Technology Coordinator will continue to update the list of current technology per teacher/classroom. Building admins (Principals) will compile standardized test results for each student. The data before implementation of classroom technology will be compared to the data after implementation to determine the success of implementation and to determine a plan of further action.
2. The Technology Committee will create surveys to survey staff on the effectiveness and availability of training and development opportunities, as well as measuring the effectiveness of technology implemented in the classroom. The Administrative staff will develop a plan of action based on the survey results.
3. Regular feedback from staff will be taken throughout the year to determine where issues may reside, what new tools faculty are looking to implement in their classroom, and how well the current technologies they possess are benefiting classroom instruction.
4. To continue to update our five main computer labs on a rotational basis, currently set to one lab a year, so that all main lab computers will be no older than five years. After the lab computers reach five years old, they will be rotated out of the main labs and into less critical areas of the school, such as smaller lab spaces and classrooms.
5. To upgrade our infrastructure and Internet service as needed to avoid bottlenecks and reliability issues.

Optional Links. Provide links to district strategic planning documents, survey instruments, policies, or other resources that were used to provide data and help prepare the technology plan:

Provide additional links to support your technology plan; document will expand to fit.

Link to Current Technology Plan. Provide the link on the LEA website where the technology plan will be posted and updated throughout the planning period:
http://www.nymills.k12.mn.us/pages/New_York_Mills/District/Departments/Technology/2013-2015_Technology_Plan

Children's Internet Protection Act (CIPA)

This LEA has an Internet Safety/Acceptable Use Policy in place.

Yes No

If yes, please provide a link to access the policy at the LEA website:

http://www.nymills.k12.mn.us/files/_6MKfS_/928892c390e51dca3745a49013852ec4/524L_Internet_Acceptable_Use_and_Safety_Policy.pdf

This school district deploys an Internet filter to protect minors from material that is pornographic or otherwise harmful to them.

Yes No

*Submit the cover sheet and template in PDF or Word (not a scan) by e-mail to:
mde.schooltechplan@state.mn.us.*