

**NEW YORK MILLS
INDEPENDENT SCHOOL
DISTRICT 553**

**TECHNOLOGY PLAN
2013-2015**

Preparing Students for Life!

ORGANIZATION INFORMATION	
District/Agency/School (legal name):	NEW YORK MILLS ISD
District Number:	553
Technology Plan Status	The District/Agency/School has an approved 2012 technology bridge plan: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
2013-2015 Technology Plan Date of Creation:	February 23, 2012
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A. Technology Needs Assessment:

1. Organization Leadership and Technology Planning Committee

The Superintendent and the Technology Coordinator will ultimately 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 once a month. 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, 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
- 2 School Board Representatives
- 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 690 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

Through end user feedback and teacher comments, along with personal experience from the Technology department and Technology committee, we have determined some of our most pressing areas of need listed below:

The majority of our computers are running Windows XP SP3 with 512mb of RAM. With the addition of third party software and media heavy applications, the lack of RAM is becoming a problem. Most new software applications

recommend at least 1GB of RAM. A budgetary plan needs to be put into place that ensures a cyclical replacement process for all systems in our district after a set amount of time.

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.

Another area of need for our district is an updated phone system. Our current system has frequent outages and parts are becoming increasingly hard to find due to the age of the hardware.

B. Goals and Strategies:

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 2013

- Develop a method 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.
- Upgrade all labs and classroom computer systems.
- Evaluate staff and students at the end of year to determine successful use of integrated technology.
- Fund classroom technology programs for teachers, or groups of teachers, who have submitted solid plans, based common criteria, addressing various methods of incorporating technology into their classrooms.

Goals for 2014

- 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.
- Evaluate staff at the end of year to determine successful use of integrated technology.
- 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 2015

- 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.

- Purchase a minimum of 30 new or newer computers
- 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.

C. Professional Development Plan:

District Wide Goal:

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.

Upon completion of a training, conference, etc., staff members are required to write up a report. That information can then be shared with other staff.

D. Evaluation:

1. System upgrades: To have all systems in the district replaced/upgraded by the 2013-2014 school year. A successfully upgraded system will have 1GB of RAM minimum. The success of this can be determined by generating a report using

our environment inventory and assessment tool. This report will show all of the computer systems in our environment and list their hardware specs.

2. To have \$30000 dollars in an account slotted for computer replacement by the end of 2015. \$10000 dollars per year of the current IT budget will be redirected into this fund. The fund will be created by the Superintendent and all money will be deposited to the account by the Superintendent or District Business Manager.
3. The IT Supervisor will compile a 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. This necessitates the introduction/development of a data driven assessment tool to better gage the effectiveness of our methods. This tool will be created and implemented by the Technology Supervisor. The data will be the responsibility of the building Principals. This system should be in place by the 2013-2014 school year.
4. Have the IT Supervisor, in coordination with the Superintendent, incorporate a new phone system into the district by the start of the 2013 school year.
5. The Technology Committee will create surveys to survey staff, using our internal Share Point web site, on the effectiveness and availability of training and development opportunities. The Administrative staff will develop a plan of action based on the survey results.

C. Current Technology Plan

Our current Technology plan can be found here:

http://www.nymills.k12.mn.us/documents/tech_plan_2013-2015.pdf

The most up to date version of the plan will be posted to the above link.

D. Children's Internet Protection Act (CIPA)

1. Yes, we have an Acceptable Use Policy (524L) that also incorporates a technology protection measure. This policy is posted on our website at: <http://www.nymills.k12.mn.us/index.php/district/policies/students/139-524L-internet-acceptable-use-policy>. The policy is updated on the website as soon as any changes have been made and approved by the policy committee.
2. Yes, the district employs a "Network Composer" internet filtering device by Cymphonix. This network device allows us to filter material and monitor internet traffic and usage.