

Technology Plan
Henry County Public Schools
New Castle, Kentucky



<http://www.henry.kyschools.us>

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Acknowledgments

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Executive Summary

Henry County Public Schools believes that technology is an inextricable component of education. Technology tools and applications are increasingly used for a wide variety of educational purposes. Teachers and staff use productivity tools, student information systems, email and the Internet on a daily basis to perform their jobs. Email and online communication tools are being used to communicate with parents and colleagues. Paper-and-pencil tests are slowly being replaced by online formative assessments, providing for quicker results and giving teachers the ability to adjust instruction while it's occurring.

Just as teachers and staff cannot do their jobs without the use of technology, so should we expect this from our students. Our vision is to provide students with multiple opportunities to use a variety of technology tools to enhance their learning, create products that will be shared with a wide audience, and collaborate with peers/experts. Appropriate and proficient use of technology is a necessary skill for our students to become successful adults.

In order to meet the growing needs of education technology, HCPS has identified the following goals for the 2013-2014 school year. Activities designed to achieve these goals are outlined in the sections that follow.

- Teachers will integrate technology into their instructional practice resulting in increased student engagement and enhanced learning.
- Prior to entering high school, students will be technology literate as measured by a district and/or technology assessment.
- Technology training and growth will be embedded into school and district professional development plans.
- Adequate access to technology will be provided to meet the learning needs of all students, instructional planning/delivery needs of teachers, and educational goals of all staff.
- HCPS will sustain and improve, where needed, voice and data communications with the community and parents.

Planning Process and Methodology

District leaders, principals, and School Technology Coordinators and teachers were consulted during the early stages of writing this plan. Goals and activities for this plan were written based upon this discussion and an evaluation of the prior year's plan. A draft of the plan was then provided to each for review and approval. The final draft is then given to the Henry County Board of Education and to the Kentucky Department of Education for approval. The plan will then be evaluated one to two times throughout the 2013-2014 school year by Nikkol Bauer based upon the indicators and feedback from schools.

Appendix A includes a detailed evaluation of the 2012-2013 Technology Plan as of December 2012. Activities that need continuing and new ones are noted.

Current Technology and Resources

Student Instructional Devices

As reported in the 2012 Technology Readiness Survey, HCPS has a total of 719 student instructional devices (desktop, laptop, and netbook computers), an increase of 9 devices as compared to last year. This gives us a district student-to-computer ratio of 2.84-to-1. However, the distribution of computers may or may not fit the needs of our students. A discrepancy exists among schools as evidenced by a range of ratios from 1.90-to-1 to 3.92-to-1. HCPS should evaluate the current distribution of computers at all levels (classrooms versus labs) and make changes as needed.

Student Instructional Devices

School	Total	5 yrs old or less	Laptop	Windows 7	Office 2007+	n- Computing	ADA	Student-Computer Ratio	Adjusted (n- Computing)
Campbellsburg	86 (-8)	52 (60%)	19 (22%)	33	85	5	336.69	3.92	3.70
Eastern	64 (+0)	43 (67%)	23 (36%)	18	62	60	225.81	3.53	1.82
New Castle	109 (+14)	74 (68%)	38 (35%)	53	108	0	374.22	3.43	3.43
Henry Co. MS	138 (+12)	77 (56%)	58 (42%)	80	131	30	491.85	3.56	2.93
Henry Co. HS	322 (-9)	223 (69%)	92 (29%)	157	305	23	613.20	1.90	1.78
Totals	719 (+9)	469 (65%)	238 (34%)	341 (47%)	691 (96%)	118	2004.2	2.84	2.44

Projectors and Interactive Technologies

HCPS believes that having convenient access to interactive technologies is one of the most effective ways to insure that technology is integrated into instruction. Providing mounted projectors and other technologies such as slates, clickers and document cameras helps to accomplish this goal. The numbers reported below are from the 2012 Technology Readiness Survey.

School	#of Mounted Projectors	#of Mobile Projectors	# of Mounted Interactive Boards	# of Mobile Boards	# of Wireless Slates	# of Student Response Systems	# of Document Cameras
Campbellsburg	18	5	0	0	17	3	19
Eastern	14	2	9	0	12	5	15
New Castle	24	1	4	0	5	1	13
Henry Co. MS	23	2	0	1	5	2	13
Henry Co. HS	40	2	2	3	11	6	8

Totals	119	12	15	4	50	17	68
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Student Home Access

Based on enrollment information, 77% of our students have access to a computer at home, an increase of 3% compared to last year. 69% of our students have access to high-speed Internet, an increase of 5% compared to last year. Many areas of Henry County still do not have access to high-speed Internet. However, with a majority of our students who have access to a computer and/or Internet from home, more could be done to extend learning outside the classroom. For students without this access, schools should investigate the possibility of allowing after-hours access to school computers. Henry County High School began opening the library media center after school until 5:30 for this reason.

School	% of Students with a computer at home	% of Students with Internet connection	% of Students with Dial-Up	% of Students with High-Speed
Campbellsburg	83%	77%	1%	76%
Eastern	64%	56%	3%	53%
New Castle	69%	63%	1%	62%
Henry Co. MS	78%	73%	1%	72%
Henry Co. HS	83%	77%	2%	75%
Totals	77%	71%	2%	69%

Network Infrastructure

During the 2011-2012 school year, all network infrastructure was upgraded and increased. Every school now has 100% 10/100/1000 POE switch ports. Every classroom has an a/b/g/n wireless access point. Common areas, such as cafeterias, gyms, and library media centers, have at least one wireless access point. HCPS has also deployed a solution to allow students, staff and guests to register their personal devices on our network in order to gain filtered Internet access.

Software and Applications

Office XP/2007/2010, MAP, United Streaming, Cognitive Tutor/Mathia, Fast ForWord, DreamBox, iReady, Lexia, Pixie, Brain Pop, Accelerated Reader, PLATO, Follett, FitnessGram, LunchBox, Infinite Campus, Geometer's Sketchpad, SchoolPointe, media software (Pinnacle Studio, Flash, Photoshop, Final Cut Pro), preschool software (Earobics, Work Sampling Online, AEPSi), SchoolRecruiter, AutoDesk, special education software (Read180, ReadWriteGold, Boardmaker, Writing with Symbols, JAWS, Sonoflex), small amount of other instructional software.

Training and Professional Development

HCPS employs a full-time district Technology Resource Teacher to partially fulfill technology training and professional development. The TRT has been an invaluable resource for on-the-spot training and help. However, with the rapid growth of new technology resources and the changing needs of our students, a more comprehensive professional development program is needed. It is the hope of HCPS that embedding intentional use of technology into other professional development initiatives will help fulfill this need.

Curriculum and Instructional Integration Goals

Goal 1

Teachers will integrate technology into their instructional practice resulting in increased student engagement and enhanced learning.

Action Plan: Projects/Activities

Project/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
1.1 Incorporate technology into instructional strategies and other best practices.	Students will have greater exposure to use of technology for completing various tasks.	Teacher Standard 6 evaluation results (or newest teacher evaluation model)	July 2013 June 2014	Principals District Leadership	N/A
1.2 Increase number of student products created with the use of technology.	Students will have greater exposure to use of technology for completing various tasks.	Posting of creation on web site and network folders	July 2013 June 2014	Principals District Leadership	N/A
1.3 Technology will be intentionally integrated into unit plans.	Students will have greater exposure to use of technology for completing various tasks.	Random sampling of district unit plans	July 2013 June 2014	Principals District Leadership District Tech	N/A
1.4 Communicate with staff regularly, providing reminders of current resources and information on new resources.	Teachers will be better prepared to incorporate resources into instruction.	Documentation of communication	July 2013 June 2014	District Tech District Leadership Principals	N/A
1.5 Increase the use of student personal devices for	Students will have greater exposure to use of technology for completing	Count of student devices on the network and feedback from	July 2013 June 2014	Teachers Principals District Leadership	N/A

learning.	various tasks.	teachers on their use.		District Tech	
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Curriculum and Instructional Integration Goals – Evaluation

As stated in the Executive Summary, our vision is to provide students with multiple opportunities to use a variety of technology tools to enhance their learning, create products that will be shared with a wide audience, and collaborate with peers/experts. As Kentucky has adopted the Common Core Standards for mathematics and English language arts, teachers district-wide have been working to develop units aligned to the new standards. The new standards have technology expectations embedded within them.

In order to monitor progress toward achieving this goal, district leaders need to review unit plans and student products. In addition, data from principal evaluation of teacher proficiency on Standard 6 provides a measure on teachers' ability to integrate technology into best practices. The plan will be evaluated one to two times a year and results sent to the district technology committee.

HCPS began a new Bring Your Own Device initiative at the beginning of the 2012-2013 school year. In order to leverage student personal devices as a tool for learning, feedback from teachers will be solicited.

Student Technology Literacy Goals

Goal 2

Prior to entering high school, students will be technology literate as measured by a district and/or technology assessment.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
2.1 Continue 8 th and 12 th grade technology proficiency evaluation	Accurate reporting of technology proficiency	Results from evaluation	July 2013 June 2014	District Tech 8 th and 12 th Grade Teachers	N/A
2.2 Provide instruction on elements of Digital Citizenship at each grade level.	Students will be able to use technology safely and appropriately.	Logs kept by teachers responsible for DC curriculum	July 2013 June 2014	Counselors Librarians Language Arts Teachers	N/A
2.3 Continue formal keyboarding program in the elementary schools.	Student writing composition and creation of digital products will be more efficient.	Keyboarding performance test results	July 2013 June 2014	Principals	N/A
2.4 Increase STLP participation at each school in regional and/or state events.	Students will have the opportunity to apply skills in a competitive and real-world setting.	Number of students participating	July 2013 June 2014	Principals STLP Coordinators District Tech	Local

Student Technology Literacy Goals - Evaluation

Students need access to a wide variety of resources including computers, software, and other technology tools in order to become proficient. The hardware necessary is addressed in Goal 4 and its activities.

Results from the technology literacy evaluation for 8th and 12th grade students are obtained toward the end of the school year and shared with principals and district leadership. Logs from Digital Citizenship activities are submitted throughout the school year. A periodic check of progress on the keyboarding program (Type to Learn 4) is shared with principals, school personnel, and district leadership.

This data is shared with the district technology committee one to two times per year after evaluating the current year's plan.

Staff Training/Professional Development Goals

Goal 3

Technology training and growth will be embedded into school and district professional development plans.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
3.1 Incorporate technology integration strategies at each school within professional development days and/or early release days.	Teachers will be better prepared to use available technology for teaching and learning.	School PD plans	July 2013 June 2014	Principals District Leadership	N/A
3.2 Provide ongoing training and support for interactive tools.	Teachers will be better prepared to use available technology for teaching and learning.	Training sign-in sheets, TRT calendar	July 2013 June 2014	District Tech	N/A
3.3 Provide integration ideas for using collaborative tools in the classroom, including Lync.	Teachers will be better prepared to use available technology for teaching and learning.	Training sign-in sheets, TRT calendar	July 2013 June 2014	District Tech	N/A
3.4 Support teacher participation from each school at state KySTE conferences.	Teachers will be kept abreast of new and emerging technology.	Registration confirmation	July 2013 June 2014	District Tech District Leadership	SBDM Local

3.5 Survey teachers on training needs for integrating technology in the classroom.	Trainings will target teachers' needs.	Survey results	July 2013 June 2014	District Tech Principals	N/A
3.6 Provide training and support on using CIITS.	Teachers will be able to use CIITS effectively for lesson planning, assessment and professional development needs.	Statistics on use of CIITS and training sign-in sheets.	July 2013 June 2014	District Tech District Leadership	N/A
3.7 Provide integration ideas for using student personal devices in the classroom.	Teachers will be better prepared to use available technology for teaching and learning.	Training sign-in sheets, TRT calendar	July 2013 June 2014	District Tech	N/A

Staff Training/Professional Development Goals – Evaluation

Principals report that 77% of teachers are proficient with technology as defined by Teacher Standard 6. However, this percentage varies widely across schools: from 67% to 90%.

HCPS employs a full-time district Technology Resource Teacher to partially fulfill technology training and professional development. The TRT has been an invaluable resource for on-the-spot training and help. The TRT provides training on interactive technologies (SMART slates, document cameras, and clickers) and also collaborates with teachers on planning lessons that incorporate technology (Activities 3.2 and 3.3). The TRT submits reports from the onsite work with individual teachers.

However, with the rapid growth of new technology resources and the changing needs of our students, a more comprehensive professional development program is needed. It is the hope of HCPS that embedding intentional use of technology into other professional development initiatives will help fulfill this need (Activity 3.1). In addition, new state initiatives, such as CIITS (Activity 3.6) need ongoing support from district leadership and technology. With the district's new BYOD initiative (Activity 3.7), teachers will need support and ideas for leveraging student personal devices as a tool for learning.

The district also sends a limited number of teachers to the state KySTE conference every year (Activity 3.4).

Teachers are surveyed at the end of the school year as to their needs. This feedback from the TRT, principals, and teachers are used to determine trends and make adjustments to the technology professional development provided within the district.

Technology Goals

Goal 4

Adequate access to technology will be provided to meet the learning needs of all students, instructional planning/delivery needs of teachers, and educational goals of all staff.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
4.1 Evaluate current distribution of computers for effective use and redistribute if necessary.	All students will have equitable and convenient access to computers to complete instructional assignments.	Inventory collection tool for Technology Readiness Survey	July 2013 June 2014	Principals District Tech	N/A
4.2 Maintain at least a 3:1 student to computer ratio at all schools.	All students will have equitable and convenient access to computers to complete instructional assignments.	Technology Readiness Survey	July 2013 June 2014	Principals District Leadership	SBDM School Activity Funds EdTech District Local
4.3 Increase the number of interactive technologies available to teachers.	Teachers will be better equipped to integrate technology into instruction.	Number of slates and document cameras purchased	July 2013 June 2014	Principals	SBDM School Activity Funds EdTech

Goal 5

HCPS will sustain and improve, where needed, voice and data communications with the community and parents.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
5.1 Provide local telephone, long distance, and data services to each school and support building.	Facilitate communication between teachers and parents. Provide access to the Internet to students and teachers.	Monitor regularly to ensure services are functioning properly.	July 2013 June 2014	District Tech	Local USF discounts
5.2 Secure web hosting services for district, school, and teacher web pages.	Facilitate communication between teachers and parents.	Monitor web site hits.	July 2013 June 2014	District Tech	Local USF discounts
5.3 Encourage more frequent updates to teacher and school web pages.	Community members will be better informed on school/district activities.	Monitor updates to teacher and school pages.	July 2013 June 2014	Principals District Leadership	N/A
5.4 Begin replacement of existing phone system with VoIP services.	Facilitate communication between staff and parents.	Monitor regularly to ensure services are functioning properly.	July 2013 June 2014	District Tech District Leadership	Local USF discounts

Technology Goals – Evaluation

As stated in the Executive Summary, Henry County Public Schools believes that technology is an inextricable component of education. Maintaining a modern network infrastructure, computers and other technologies are crucial to meeting the instructional and administrative needs within the district. Since the network infrastructure was completely replaced during the 2011-2012 school year, this plan focuses only on maintaining computers numbers, increasing interactive technologies, and securing telephone and data services.

By the end of the 2013-2014 school year, schools will need to replace upwards of 250 aging computers (estimate at the time of this writing December 2012). Schools will also need to budget for replacement of projector bulbs and purchase of interactive technologies as needed (slates, document cameras).

A growing need for the district is the replacement of our aging phone system. By the end of the 2013-2014 school year, HCPS will need to have a solid plan in place for replacement.

The Technology Readiness Survey, due around December 1 each year, provides the method for evaluating HCPS's ability to provide adequate access to technology. The results and analysis of this report are sent to district leadership, including principals. The district, school, and teacher web pages are monitored periodically and statistics are sent to principals and district leadership.

Budget Summary

Acquired Technologies and Professional Development	E-Rate	KETS \$63,298	Other (Specify)
STLP			\$1400 (Local)
KySTE		\$1290	\$1750 (Local)
Computers		\$20,000	\$119,205 (SBDM/Local)
Interactive – Slates/document cameras		\$10,000	\$26,000 (SBDM/Local)
Phone and data services	\$70,336.73		\$21,009.67
Web hosting service	\$3,911.60		\$1,668.40
VoIP service	?*	?*	?* (Local)
District tech salaries			\$195,000 (Local)
Other expenses not outlined in this plan		\$32,008*	\$200,000** (SBDM/Local)
TOTAL	\$74,248.33*	\$63,298	\$566,033.07*

Budget Summary – Narrative

Items noted with an * will be updated after 471 Applications have been submitted.

** Based on estimate of spending from FY11 and FY12, not including eRate supported expenditures.

Appendix A – Evaluation of the 2012-2013 Plan

The following evaluation is current as of 12/21/2012.

Curriculum and Instructional Integration Goals

Activity 1.1 – Incorporate technology into Thoughtful Ed strategies and other best practices. **(PARTIALLY MET)**

- Principals report that 77% of our teachers are proficient on Teacher Standard 6, which would indicate that teachers are incorporating technology into best practices.
- However, a discrepancy exists across schools as to the percentage of proficient teachers, ranging from 67% to 90%, which indicates a need for common understanding of technology proficiency among teachers.
- Revise to state “instructional strategies instead of “Thoughtful Ed strategies”.

Activity 1.2 – Increase number of student products created with the use of technology. **(PARTIALLY MET)**

- A review of student products stored on our network indicates that student creation of products is still limited to mainly word processing at all grade levels with the exception pockets at one elementary and the middle and high school level.
- Principals indicate students are creating multi-media presentations using Photostory, MovieMaker, Paint, Glogster, Powerpoint, Prezi, Pixie. Some students are also using their personal devices to create video presentations.

Activity 1.3 – Technology will be intentionally integrated into unit plans. **(PARTIALLY MET)**

- In a random selection of 50 unit plans, 11 had mention of students using technology to consume information (e.g. viewing videos, playing instructional games, researching) and 6 indicated students creating products with the use of technology.

Activity 1.4 – Communicate with staff regularly, providing reminders of current resources and information on new resources. **(MET)**

- District technology personnel have communicated multiple resources to teachers and administrators through email and in person. Examples include: CIITS updates, information on Web 2.0 tools such as Museum Box and Google Sketchup, other web site resources such as Spongelab, information on Twitter, flipping instruction and BYOD.

Student Technology Literacy Skills

Activity 2.1 – Incorporate student technology skills (NETS.S) within the curriculum. **(NOT MET)**

- Intentional teaching of technology skills appropriate for the grade-level *within the curriculum* occurs infrequently at most schools.
- Remove this activity due to changing expectations at the state level with the possible inclusion of 21st Century framework technology skills.

Activity 2.2 – Continue 8th and 12th grade technology proficiency evaluation. **(will be met by June 2013)**

- 2011-2012 proficiency results: 8th grade 95% proficient, 12th grade 100% proficient based on teacher observations
- Teachers report at the end of the year on student proficiency not based upon a checklist of technology skills.
- Ongoing, include in next year's plan.

Activity 2.3 – Provide instruction on elements of Digital Citizenship at each grade level. **(will be met by June 2013)**

- Teacher logs documenting instruction are turned in at the end of the year.
- Ongoing, include in next year's plan.

Activity 2.4 – Continue formal keyboarding program in the elementary schools. **(PARTIALLY MET)**

- Type to Learn is used sporadically in the district. Campbellsburg Elementary has not used the program since September. Eastern Elementary indicates they use the program every Tuesday and Thursday; however, not all students in grades 3-5 had used the program in November. New Castle Elementary has had frequent use.
- Ongoing, include in next year's plan.

Activity 2.5 – Increase STLP participation at each school in regional and/or state events. **(PARTIALLY MET)**

- 3 schools participated in the regional showcase on 11/13/12. 3 out of 4 showcases from this event have been invited to participate at state.
- Overall, STLP participation has stayed the same. Interest areas at each school vary from year to year.
- Ongoing, include in next year's plan.

Staff Training/Professional Development Goals

Activity 3.1 – Incorporate technology integration strategies within professional development days and/or early release days. **(PARTIALLY MET)**

- District personnel assisted with PD Oct 5th at HCMS. Website training was provided for CES, EES, HCMS, HCHS before school starting. NCES received web site training a week after school started. Training on CIITS has been done with representatives from each school. District held a BYOD presentation open to the entire district.

Activity 3.2 – Provide ongoing training and support for interactive tools such as slates and clickers. **(MET)**

- See Appendix B for the TRT appointments with staff for training purposes.

Activity 3.3 – Provide integration ideas for using collaborative tools in the classroom. **(PARTIALLY MET)**

- See Appendix B for the TRT appointments with staff for training purposes.
- Revise to include the new Lync capability.

Activity 3.4 – Support teacher participation from each school at state KySTE conference. **(will be met by mid-March 2013)**

- Participation will depend upon funding.

Activity 3.5 – Survey teachers on training needs for integrating technology in the classroom. **(will be met by June 2013)**

- Informal feedback and conversations often precede technology training throughout the year; however, no formal survey has been conducted this year.

Activity 3.6 – Provide training for principals on Teacher Standard 6. **(NOT MET)**

- Due to the new PGES, discontinue this activity.

Needed Activities: training and support for CIITS and BYOD.

Technology Goals

Activity 4.1 – Evaluate current distribution of computers for effective use and redistribute if necessary. **(MET)**

- Technology Readiness Survey completed on 11/15/2012
- Summary data from the TRS report sent to principals on 12/5/2012
- List of aging computers sent to principals on 11/8/2012
- Ongoing, should include in next year's plan

Activity 4.2 – Maintain at least a 3:1 student to computer ratio at all schools. **(NOT MET)**

- Current district ratio is 2.84:1
- CES 3.92, EES 3.53, NCES 3.43, HCMS 3.56, HS 1.90

Activity 4.3 – Increase the number of interactive technologies available to teachers. **(MET)**

- The number of document cameras in the district increased from 47 to 68. The number of mounted projectors increased from 108 to 119. The number of mounted interactive boards increased from 8 to 15. The number of slates and clickers increased by one each.
- There are still some classrooms in need of various interactive technologies. Include in next year's plan.

Activity 5.1 – Provide local telephone, long distance, and data services to each school and support building. **(MET)**

- Ongoing, supplemented with eRate funds

Activity 5.2 – Secure web hosting services for district, school, and teacher web pages. **(MET)**

- Ongoing, supplemented with eRate funds

Activity 5.3 – Encourage more frequent updates to teacher and school web pages. **(PARTIALLY MET)**

- School sites have been updated their school page with news articles on a semi-regular basis.
- 72% of teachers/counselors/librarians have a teacher web page.
- 40% of teacher pages have been updated within the last month.
- A discrepancy exists across schools on frequency of teacher page updates. Pages updated within the last month range from 11% to 60%.

Activity 5.4 – Provide VoIP in each school and support building **(NOT MET)**

- No vendors answered our 471 application for VoIP.

Appendix B – TRT Calendar

Subject	Date	Subject	Date
Susan Kurtz - set up airliner and website	7/16/2012	Tracy James	8/22/2012
Linda Owen & son -smartboard training	7/19/2012	Connect iPads to wireless	8/22/2012
Katy paas -set up slate and printer	7/24/2012	Magers	8/23/2012
Dianne Brammell - website	7/30/2012	Hall	8/23/2012
Eastern New Teachers -web pages	7/31/2012	Carla Pollard - set up Airliner	8/23/2012
Kathy Stahl- help with handbook	8/1/2012	Copy: HS tech committee	8/23/2012
Meaghan Goodwin - set up equipment	8/3/2012	Jill Clark - take pictures of socratic circles	8/24/2012
Check Sharon Schneider's computer?	8/6/2012	Meaghan Goodwin	8/24/2012
Isabel Maremont - set up Document Camera	8/6/2012	Meaghan Goodwin - airliner training	8/27/2012
Cathy Doll - ELMO set up	8/6/2012	Becky Wright - web page	8/27/2012
Katy Paas - printer cartridge problem	8/8/2012	Mouse for CB	8/27/2012
Kim Patterson/Joy - website	8/9/2012	Elizabeth Powell - STLP	8/27/2012
Katy Paas - printer cartridge problem	8/9/2012	pick up Meaghan's computer	8/28/2012
Cheryl Topp - set up projector, etc.	8/9/2012	Fix printer/scan problems for Scroggins	8/28/2012
Eastern	8/10/2012	Lineman - web page	8/28/2012
Preschool - map shared drive	8/14/2012	Hurley - help with setting up restored iPad	8/29/2012
Diana Dunavan - website	8/14/2012	Return Goodwin's computer	8/29/2012
Meghan Goodwin - set up document camera	8/15/2012	Maremont - return slate	8/29/2012
Brittany Dixon - set up document camera	8/15/2012	Alysia - Set up P drive and help with it	8/29/2012
NC website training	8/15/2012	Maremont - connect slate	8/29/2012
Diana O'Toole - web page	8/16/2012	Emily Edwards-website	8/29/2012
Meet with EE Teachers	8/16/2012	Kim Patterson-videos on website	8/31/2012
Maremont-slate not working	8/17/2012	Cburg inventory	8/31/2012
Nikki Whitaker and Lisa Huckaby - clicker setup/training	8/17/2012	Kim Moody and Lois Nash - slate training	8/31/2012
Yantz - problem with TTL4 install	8/17/2012	Kevin Eades - web pages	9/5/2012
Carrie Cox - ideas for differentiation	8/17/2012	Maremont - slate not working	9/5/2012
Install Pixie and AR	8/20/2012	Dianne - tech integration	9/6/2012
Check AR permissions in lab	8/20/2012	Teresa Magers	9/7/2012
Airliner	8/20/2012	Staci - robotics & STLP	9/10/2012
Brittany Marshall - webpage	8/20/2012	Kim graves-stlp	9/10/2012
Julie Powell - airliner not working	8/21/2012	Brittany Dixon - set up Elmo	9/11/2012
Troubleshoot-Maremont's slate	8/21/2012	KRICKET	9/12/2012
Teresa Magers - ideas for integration	8/21/2012	Brittany Dixon - cable for Elmo	9/12/2012
		Kim Patterson - videos on website	9/13/2012
		Amy Knight - install printer software	9/14/2012

Subject	Date	Subject	Date
Anita - gradebook	9/14/2012	Paula-blog for students	10/19/2012
Dianne Brammell - tech in library	9/14/2012	Fran Nolin - readers/text-to-speech	10/19/2012
Robin Payton -web page	9/17/2012	Petree - STLP writing	10/22/2012
Lisa Rose-set up slate	9/17/2012	NC STLP	10/22/2012
Cheryl Topp - projector not working	9/17/2012	Meet with NC teachers	10/23/2012
Kathy Roberts - help with web page	9/18/2012	Robin-Building Blocks	10/24/2012
Install RWG-Powell, Lund, Cox	9/20/2012	Add ctopp to scanner	10/25/2012
Stephanie-set up devices for research	9/20/2012	check on Graphing calculators	10/25/2012
Dianne Brammell-set up Destiny home page	9/20/2012	NC STLP	10/25/2012
HS Tech mtg.	9/20/2012	3-5 PLC - tech integration ideas	10/26/2012
Kara-clickers with CIITS	9/21/2012	Register info for STLP leads	10/26/2012
Diana Dunavan - fix links on web page	9/21/2012	Skype with Steve Swan - podcasting	10/26/2012
Robin	9/24/2012	Diana D. and Kristin Banta - integration ideas	10/29/2012
Install RWG in Lab	9/24/2012	K-2 PLC -tech integration	10/30/2012
Sharon-website, program review	9/24/2012	3-5 PLC - tech integration	10/31/2012
Check Stephanie's slate	9/24/2012	Primary PLC - tech integration	11/1/2012
Sharon-stuff - website	9/25/2012	NC STLP	11/1/2012
BYOD presentation by Ron Milliner	9/26/2012	3-5 PLC - tech integration	11/2/2012
Trisha - number worlds	9/28/2012	Lisa hibbs - set up slate	11/2/2012
Debra Harris-set up document camera	9/28/2012	CIITS	11/5/2012
Brammell/McClure - tech integration	9/28/2012	3-5 PLC - tech integration	11/7/2012
Mary esterle - airliner problem	9/28/2012	Lucia - explore flyer	11/7/2012
EE STLP	10/1/2012	Melissa and Paula - economics/tech	11/7/2012
Stephanie - airliner not working	10/1/2012	NC STLP	11/8/2012
PD 360 meeting	10/2/2012	Jil Clark - judges training	11/9/2012
Goodwin-set up airliner	10/3/2012	Melissa - economics/tech	11/9/2012
Paas - printer	10/3/2012	Kim Graves - judges training	11/12/2012
cobb	10/3/2012	Melissa and paula - economics/tech	11/12/2012
Cobb - guiding questions	10/3/2012	Fall Showcase	11/13/2012
CIITS	10/3/2012	Brittany Marshall - stlp products	11/15/2012
Brammell - creating QR codes	10/4/2012	Paula - PLC/STLP	11/15/2012
Sharon-STLP concerns	10/4/2012	NC STLP	11/15/2012
Kim Patterson - videos on web page	10/4/2012	Tech committee meeting	11/15/2012
Gerry Swan - PD	10/5/2012	Robin	11/19/2012
Middle School web page training	10/5/2012	Chris - tech integration	11/20/2012
Meet with EE STLP coaches	10/10/2012	Elizabeth - stlp	11/20/2012
Dawn Scroggins-help with report card.	10/16/2012	Paula - digital storytelling	11/26/2012
Solis - website	10/17/2012	T. Nash - install Pixie	11/26/2012
		Meet with NC teachers	11/27/2012
		T. Nash-set up Airliner	11/28/2012
		CIITS	11/28/2012

Subject	Date	Subject	Date
Eastern STLP meeting	11/29/2012	EE lab - install videopad	12/5/2012
Steve Swan - podcasting	11/29/2012	Wood/Powell - install Pixie in classroom	12/5/2012
Powell - podcast questions	11/30/2012	Instal Pixie on laptops	12/6/2012
T. Nash-set up Airliner	11/30/2012	Buckler-video on website/taking pics with ELMO	12/6/2012
T. Nash-airliner training	12/3/2012	Paula - stlp	12/7/2012
Sharon Schneider- spreadsheet for tracking observations	12/4/2012	Kim Solis-post photo story videos	12/10/2012
EE lab - install videopad	12/4/2012	Steve Swan -Skype	12/10/2012
Kara Vest - create a video and upload to blackboard	12/4/2012	Tech Committee Meeting	12/12/2012