2012 Technology Bridge Plan Guidance and Template

Most local education agencies (LEAs) currently have an approved 2008-11 Technology Plan on file with the Minnesota Department of Education (MDE). The 2008-11 Technology Plan is structured to allow LEAs to maintain eligibility for a variety of funding programs through June 30, 2011. As the transition is made to a new web-based system for the 2013-16 Technology Plan submission , a plan is needed to bridge the gap. This 2012 Technology Bridge Plan Guidance and Template is an interim planning process. It provides a framework for LEAs to update their technology plans to extend funding eligibility for the time period of July 1, 2011-June 30, 2012 without creating completely new plans.

Plan Development

If an LEA elects to create a 2012 Technology Bridge Plan, it must use the provided template. Responses to the five identified plan components should include only updates to the content of the LEA's approved 2008-11 Technology Plan. It is not necessary for LEAs to create new technology plans for the purposes of this update. If an LEA does not have an approved 2008-11 Technology Plan on file with MDE, it should use the e-mail contact below to request individualized planning guidance.

[Please visit the Universal Service Administrative Company (USAC) Website for more information about technology planning.](#)

Plan Submission and Review

The 2012 Technology Bridge Plan may be submitted at any time until the end of the plan period. They will be reviewed as they are received, and approval letters will be issued. The 2012 Technology Bridge Plans and approval letters will be posted to the MDE Website (address below) as they become available.

[View the approved 2008-11 Technology Plans, the 2012 Technology Bridge Plans and approval letters currently available on the MDE Website](#).

The 2012 Technology Bridge Plans will be reviewed to determine if the LEA has made a good-faith effort to address updates to each of the five plan components. The attached 2012 Technology Bridge Plan Review Checklist will allow the reviewer to record if this good-faith effort has been made. If not, the LEA will be asked for specific clarifications in order to solicit the information needed for approval.

Please submit completed technology plans and related questions via e-mail to mde.schooltechplan@state.mn.us

2012 Technology Bridge Plan

Instructions: Use the format below to complete your responses. Do not include any attachments or additional materials. Expand text boxes and add rows as needed.

I. Technology Needs Assessment

Briefly describe recent changes in the technology needs of the school/district and the method(s) used to gather that information.

No real significant changes in technology. The district is 6 years into a 1:1 implementation in the upper 3 grades. 2011 addition of Whiteboards in classrooms. Maintain and upgrade hardware and software as necessary. The staff and community are polled annually. Technology committee meets with the Staff as a whole at least twice a year in addition to regular meetings with administration and technology staff. We are small so everyone is encouraged to provide input as to their needs.

II. Goals and Strategies

List goals and planned strategies for implementing technology in the school/district.

Goal	Related Strategies
Train staff on Classroom integration of Tech	Attending training through Staff Development
Upgrade Internet Access to meet needs	Participate in the NESC Middle Mile Grant Project
Continue to improve student achievement	Make online resources available for immediate assessment. Reading counts/ SRI Math/ etc.

III. Professional Development Plan

Include multiple staff attending Ties computer Conferences. Have staff attend sessions by teachers using technology in their classrooms whenever possible.

IV. Budget for Technology

Summarize the general budget categories for your school districts. This will help demonstrate how the school/district will fund the cost of planned technology services after any E-rate discounts are applied. Also list all the specific services for which you will apply and receive Erate discounts.

> Equipment/Hardware - $20,000
> •Technology Support Staff - $40,000
> •Maintenance - $1,500
> •Telecommunications/Internet Access - $28,000 * ERATE FUNDED 85%
> •Software - $3,000
> •Staff Development - $5,000

V. Evaluation

Concisely explain how the implementation of the technology plan will be evaluated.

> Staff are surveyed for input on their needs to assist in delivery of instruction and providing best teaching practices for students. This fall we completed and tabulated an online survey.

2012 Technology Bridge Plan Review Checklist

Instructions: Mark *Proficient* to indicate that the plan demonstrates a good faith effort to address updates to each of the five plan components. Mark *Not Proficient* to indicate that the plan does not demonstrate a good-faith effort to address updates to each of the five plan components. Note that a plan must be proficient in all five components in order to be approved.

Review Summary	
LEA:	
District #:	
Review Date:	
Reviewer:	
Approved (Y/N):	
Comments/Clarifications:	

Plan Component	Proficient	Not Proficient
I. **Technology Needs Assessment**		
I. **Goals and Strategies**		
I. **Professional Development Plan**		
I. **Budget for Technology**		
I. **Evaluation**		

Note any clarifications provided by the LEA subsequent to review here.