2013-15 Technology Plan Template

Instructions: Use the format below to complete your responses.

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1. **Technology Needs Assessment:** Describe the processes(s) used to determine the technology needs for the LEA for 2013-2015 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.

The mission of Nett Lake School District's technology/media program is to support the educational goals of the district and provide an environment in which staff and learners of the district are empowered to become lifelong learners and effective users of media and technology. The students of the Nett Lake School District will leave the school with the technology skills to seek information and present it utilizing the technological tools the school has provided.

The Nett Lake School of Independent School District #707 is located on the Bois Forte Reservation. The community has a population of approximately 450, nearly 100% are Bois Forte Enrollees or from other Bands of the Minnesota Chippewa Tribe. The reservation is noted for being the most remote reservation in Minnesota. The Nett Lake Sector of the Bois Forte Reservation is located some 60 miles south of International Falls and an equal distance from Virginia, MN. Special state legislation in 1972 allowed the Nett Lake School District to operate as an independent district because of its remoteness from other school districts and because of the emphasis on Indian self-determination.

The district has a total enrollment of 125 students in Kindergarten through 12th grade; however, the district operates only an elementary school (K-6) for 79 students. Tuition is paid to the neighboring district (ISD #2142) at Cook, MN where students in 7th-12th grade attend high school.

The Technology Planning Committee consists of the Superintendent/Principal, Business Manager, Technology Coordinator, teachers, a school board member, a tribal council designee, and a parent. The Technology Planning Committee will meet three times a year to review the progress of the technology plan. At this time the district's needs and objectives will be reviewed and any revisions to the plan will be made. The responsibilities of the Technology Planning Committee include:

- Creating a plan for the school district to follow in integrating technology into all phases of the environment.
- Overseeing the implementation of the technology plan.
- Evaluating the progress of the plan.

Vision Statement

All learners will have access to technology in order to develop competency in:

1. Accessing information for educational purposes.
2. Analyzing and manipulation of information.
3. Presenting information in finished form.
4. Understanding the current and potential uses of technology.

District Technology Objectives

The Nett Lake School District's objectives will mainly focus around staff development, support services, and integrating technology into the classroom. The school district has the equipment and computers but needs the necessary training to use these to their full potential. The objectives are:

Teachers
- Use technology as an instructional tool and integrate it into the classroom.
- Seek and attend professional development opportunities for ways to use and incorporate the newest programs and websites
- Model the use of current technology
- Use the website to communicate with parents
- Assess student achievement and manage records
- Use technology to make data driven decisions regarding reading and math instruction

Students
- Learn basic technology skills
- Use technology in all curricular areas
- Access and process information effectively using technology
- Communicate/demonstrate knowledge effectively using technology
- Use technology ethically and responsibly

Community
- Computer training
- Use school website for information
- Communication with teachers
- Provide opportunities to parents/community members to see how students are using technology

Administration
- Continue development of website for the district
- Support professional development opportunities for the teachers
- Keep up with what is new and available in technology
- Manage student records
- Access and retrieve information
- Produce documents and presentations
- Develop and implement budgets
- Make data driven decisions

Process for Determining Technology Needs for Nett Lake for 2012-2015

The first step was meeting with the Technology Committee to gather input from all the members. At the meeting, we discussed what improvements we needed to make to continue making progress in the area of technology. Technology needs surveys were reviewed and changed to meet the needs of our district. The survey was then distributed to the staff through Survey Monkey. The results were analyzed and discussed.

Need #1: Technology Professional Development—Administration knows the importance of giving staff every opportunity to learn how to use the technology effectively in instruction, planning, and data analyzing. Staff members are encouraged to seek out professional development opportunities.

Need #2: Increased Bandwidth—The current bandwidth does not allow those who need to be connected to the internet, including staff and students, the speed necessary to be online. Our participation in the Middle Mile Project from the Northeast Service Cooperative will enable us to have unlimited access to the Internet.

Need #3: Continued research current trends in education relating to technology—In order to provide optimal learning opportunities using best practices, administration and staff need to be up to date and current on what is available in technology and how to use it.

Need #4: Keeping our website updated and current—Our website was recently redone. We need to promote the website so parents and community members use it as a communication tool. Administration and staff need to keep the website up to date and current so parents and community members will know what is happening in the classrooms and the schools.

Need #5: Reasonable replacement cycle—The technology department should always know how the machines are running and how long they have been in use. Our yearly budget should reflect the necessary updates.

Goal 1: Implement a 1:1 (Computer to Student) model in our district.
- Strategy 1: In FY 2013 (Summer 2012) the district is scheduled to be connected to the Northeast Service Cooperative Middle Mile Fiber Project. This project will bring fiber to the community and will increase Internet bandwidth to 100 mbs.
- Strategy 2: Research current trends and practices related to 1:1 programs.
- Strategy 3: Provide staff development related to 1:1 programs.
- Strategy 4: Research software options and devices.
- Strategy 5: Revise technology policies as necessary.
- Strategy 6: Provide staff with training in best instructional and management practices.

Goal 2: Implement an on-going, sustainable staff development model for school technology.
- Strategy 1: Through staff surveys, determine what the technology training needs are for the staff.
- Strategy 2: Provide training for new staff.
- Strategy 3: Provide on-going training for returning staff.

Goal 3: Use our website as a means of communication with parents and community members.
- Strategy 1: Survey the parents and community members to find out how to improve what we are doing.
- Strategy 2: Provide on-going training for our staff to use the website effectively.
- Strategy 3: Follow up survey for parents and community members to determine the effectiveness of the website.

Goal 4: Determine and maintain a replacement cycle.
- Strategy 1: Review current computer and iPod's usability.
- Strategy 2: Examine and adjust budgets as necessary.

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2. **Professional Development Plan:** Describe the professional development strategies you have in place for 2013-2015 to ensure LEA staff are prepared to use the technology infrastructure, software programs, and online resources provided:

- Strategy 1: Use surveys to determine technology training needs.
- Strategy 2: Allocate district staff development funds for technology skills and training.
- Strategy 3: Provide staff development training that meets the district objectives, the needs of the staff based on the survey, integration of technology into lessons and data gathering.
- Strategy 4: Send at least staff members to the TIES conference. Using a train the trainer's model, the staff will bring back what they have learned and shared it with their colleagues.

3. **Evaluation:** Explain the evaluation process for your technology plan for 2013-2015, including timeline, roles and responsibilities, and information gathered to assess how the technology plan goals and strategies are being met.

Activity	Person/Agency Responsible	Date of Accomplishment
Technology Coordinator	School Board/Superintendent	Current and On-going
Network Maintenance	Technology Coordinator and NESC	On-going
Update Hardware	Technology Coordinator and Administration	5 Year Replacement Teachers: 2017 Students: 2018
Update Software	Technology Coordinator and Administration	On-going
Staff Development	Teachers and Administration	On-going

The Technology Planning Committee will be responsible for monitoring and evaluating the progress of the Technology Plan. The committee will meet at least three times a school year; at the beginning of the year, mid-year, and at the end of the year to assess the implementation of the Technology Plan. They will also review and update the inventory of equipment and software. The committee will also be responsible for assessing the objectives and benefits of the Technology Plan in order to ensure that it reflects the current situation and district needs. Throughout the year the committee will also assess: progress of staff development goals, the integration of technology into the classroom, and enhancement of communication between the school and families.

The committee will use a follow up survey from staff development activities to evaluate if the district is meeting its goals and objectives throughout the year. The committee will be responsible for reporting all the progress and changes of the plan to the school board, school district personnel, and the community.

Summer 2012
- 25 iMac computers in the computer lab
- 20 iPads for staff training and implementation – Training for staff on instructional use of iPads.
- Printer upgrade in the library and an updated computer for the Maintenance Department

Summer 2013
A decision will be made as to computers for the large 3rd grade entering 4th grade. These computers will be portables that would stay with this group until 6th grade and a decision on portables or iPads for the K-3 classrooms.

Summer 2014
Replacement of student portables in 3rd and 6th grades based on numbers. Again, this decision could be influenced by the capabilities of the iPads purchased.

4. **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.

http://www.nettlake.k12.mn.us/index.cfm?pID=5969

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5. **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.nettlake.k12.mn.us/index.cfm?pID=5969

Children's Internet Protection Act (CIPA)

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

Yes   N

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

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

Yes