

***Technology Integration Plan
Brushton-Moira Central School
D-3Technology Computer Lab
2014-2019***

Technology Integration Plan Summary Brushton-Moira Central School D-3Technology Computer Lab

Strategic Vision

In the past several years the technology department at Brushton-Moira Central School has worked to build a quality network of instructional technology for the students in the program as well as the teachers. With this infrastructure in place students and staff can engage in a learning environment where educational technology will be a part of their daily lives. We will make sure the lab has the tools necessary such as software, hardware, time and personnel to obtain their educational and professional goals.

Strategic Goals

At Brushton-Moira Central School Technology Lab, technology will be used on an as needed basis to:

Goal I. Students in technology classes will gain skills and knowledge in technical computer software and hardware.

Goal II. Teachers will develop an understanding for educational technology in the classroom.

Goal III. Will provide technology department with up to date hardware, software, and the tools necessary to provide educational technology in the classroom.

Current State of Technology

The current state of technology the department is in allows teachers to integrate technology for students at a limited level. The computers, software, and technical tools used in the lab are in need of replacement as well as acquiring additional technology to further allow students to become comfortable in working with these technologies.

Infrastructure

The technology lab is currently equipped and managed with the following hardware, and software.

- One teacher workstation, cisco telephone, one personal laser printer, and a department photocopier.
- 16 student workstations that can be accessed with student login and password.
- One Cannon digital HD video camcorder for use of video production.
- One Kanguru Solutions 7 disc duplicator for video production.
- Software on each workstation including, Microsoft Office 2007, Photoshop cs4, and key creator 6.5.
- Corel video editing software installed on teacher's workstation.

Support

The hardware, and software available in the technology lab are serviced and maintained by various staff to ensure maximum operating efficiency.

- A technology director (1.0 FTE) who is responsible for coordinating installation, care, and maintenance, of devices, and software in the district.
- One assistant technology director (.5 FTE) who is available for additional support when needed to install, trouble shoot, and fix various hardware, and software.
- Two technology education teachers (2.0 FTE) who are responsible for knowledge of software and devices used in

the lab along with training and teaching other staff and students.

Instructional Integration

The technology lab is equipped with an overhead projector, which is part of a SMART Board that is used as a teaching tool for showing videos, lessons, and interactive class participation.

- Teachers in the department utilize the given technology to have students complete WebQuests, PowerPoint Presentations, word processing, Computer Aided Drafting, photo editing, and video editing to correspond and collaborate on given assignments.
- 89% of students that have taken classes in the technology have a mastery level of modern technological skills pertaining to the ISTE Standards. (MCS Tech Plan)
- 100% of the teachers in the department utilize and integrate the given technology on a daily basis for attendance, assessment, and hands on skills for students to gain experience with 21st century technological skills.
- 10% of the technology plan's budget will be set aside for professional development for department staff as well as all staff is interested. Professional development will be in the form of instructor led workshops. (MCS Tech Plan)

Technology Initiatives

Goal I. Students in technology classes will gain skills and knowledge in technical computer software and hardware.

- Provide students with reliable equipment needed to complete the course with the assigned technology on a skilled level.

- Be able to use the software available to complete an assignment and gain a thorough understanding of the technology being used.
- Will provide the opportunity for students to use the software, and hardware to better complete presentations, videos, photography, and drawings, and provide a learning opportunity for the student.

Goal II. Teachers will develop an understanding for educational technology in the classroom

- Professional development will be provided to all staff so they will have a thorough understanding of technology in the classroom.
- A shared network drive will be available for all staff to share documents and lesson plans within disciplines.

Goal III. Will provide technology department with up to date infrastructure, and the tools necessary to provide educational technology in the classroom.

- Funds will be available within the budget to allow for improvement, maintenance, and replacement of hardware and software.
- Weekly maintenance of machines and software will occur to ensure maximum operation of technologies available.

Provide students with reliable equipment needed to complete the course with the assigned technology on a skilled level.

Goal: I. Students in technology classes will gain skills and knowledge in technical computer software and hardware.

Purpose: To provide students with the necessary skills of 21st century technology.

Evaluation of Success: End result of student's projects and assignments will show level of competency in the technology used.

Project Manager: Technology Director

#	Task	Person(s) Responsible	Timeline	Status
1	Maintain and update 16 student workstations	Technology Director/ Assistant	On-Going	On-Going
2	Install drafting and photo editing software in tech lab	Technology Director/ Assistant	June 2014 – September 2014	In-Progress

Be able to use the software available to complete an assignment and gain a thorough understanding of the technology being used.

Goal: I. Students in technology classes will gain skills and knowledge in technical computer software and hardware.

Purpose: To make the technology lab a reliable technology infused classroom.

Evaluation of Success: Teacher and student use of the hardware/software on a daily basis.

Project Manager: Technology Education Instructor

#	Task	Person(s) Responsible	Timeline	Status
1	Design and deliver lessons through the use of WebQuest.	Technology Instructor	On-Going	On-Going
2	Install video editing software on all workstations	Technology Director/ Assistant	June 2014 – September 2014	In-Progress

Will provide the opportunity for students to use the software, and hardware to better complete presentations, videos, photography, and drawings, and provide a learning opportunity for the student.

Goal: I. Students in technology classes will gain skills and knowledge in technical computer software and hardware.

Purpose: To Provide an abundance of software for students to become familiar with.

Evaluation of Success: implementation of software installed and student/teacher use.

Project Manager: Technology Education Instructor

#	Task	Person(s) Responsible	Timeline	Status
1	Provide high speed internet connection for use on various projects	Technology Director	On-Going	On-Going
2	Install and maintain SMART Board and Projector in D-2 wood lab classroom	Technology Director/ Assistant	May 2014 – September 2014	In-Progress
3	Acquire and install a SMART Document camera for use in lessons for visually impaired students	Technology Instructor	September 2014	Pending

Professional development will be provided to all staff so they will have a thorough understanding of technology in the classroom.

Goal: II. Teachers will develop an understanding for educational technology in the classroom.

Purpose: To Provide training on specific technology and software to all staff

Evaluation of Success: Use of software and hardware for inputting grades and APPR, SLO assessments.

Project Manager: Technology Director

#	Task	Person(s) Responsible	Timeline	Status
1	Conduct schooltool training for all staff	Technology Director	September 2014 – March 2015	On-Going
2	Provide Oyasis training for staff evaluation.	Technology Director	September 9th 2014	Pending
3	Provide on-line lesson plan workshop for interested staff. WebQuests/interactive lessons etc...	Technology Instructor	September 2014 – June 2015	On-Going

A shared network drive will be available for all staff to share documents and lesson plans within disciplines.

Goal: II. Teachers will develop an understanding for educational technology in the classroom.

Purpose: To Provide document and lesson plane sharing among teachers. To promote collaboration among colleagues.

Evaluation of Success: extra storage available for back up of lesson plans and ease of access.

Project Manager: Technology Director

#	Task	Person(s) Responsible	Timeline	Status
1	Set up shared drive grades k-6	Technology Director	September 2014	pending
2	Set up shared drive grades 7-12	Technology Director assistant	September 2014	Pending
3	Set up all staff drive	Technology Director/Assistant	October 2014	Pending

Funds will be available within the budget to allow for improvement, maintenance, and replacement of hardware and software.

Goal: III. Will provide technology department with up to date infrastructure, and the tools necessary to provide educational technology in the classroom.

Purpose: To keep equipment and software up to date and running efficiently.

Evaluation of Success: equipment and software runny effectively and available for staff and student use.

Project Manager: Technology Director

#	Task	Person(s) Responsible	Timeline	Status
1	Sustain a 5 year replacement plan for all workstations in lab	Technology Director	2014-2019	On-Going
2	Update software used in the lab every 3 years	Technology Director assistant	2014-2019	On-going

Weekly maintenance of machines and software will occur to ensure maximum operation of technologies available.

Goal: III. Will provide technology department with up to date infrastructure, and the tools necessary to provide educational technology in the classroom.

Purpose: To repair and make note of broken or slow running machines/software

Evaluation of Success: inventory of technology in the lab as well as results of machine use.

Project Manager: Technology Director

#	Task	Person(s) Responsible	Timeline	Status
1	Weekly maintenance of machines	Technology Director assistant	2014-2019	On-Going
2	Updates of professional development and hardware status of lab.	Technology Director assistant	2014-2019	On-going