Westampton Township Public School District

2016-2019 Technology Plan

April 2016

Three-Year Local School District/ Charter School
Technology Plan

July 1, 2016 through June 30, 2019
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County: Burlington   County Code: 05

District/Charter School or Affiliation: Westampton Township Public Schools

District Code: 5720   School Code: 050 / 020

Grade Levels: Pre-K-8

Web Site: http://www.westamptonschools.org

May 9, 2016 (BOE approval attached)

Is the nonpublic school compliant with the Children's Internet Protection Act (CIPA)? (Y/N) Yes

Please indicate below the person to contact for questions regarding this technology plan:

Name: Mrs. Virginia Grossman

Title: Superintendent

E-mail: vgrossman@westamptonschools.org

Phone: 609-267-2722 x1505

Signature: _____Date:_____

School Board, Governing Body or Principal's approval:

Name of School Board, Governing Body or Principal: Matt Andris

Email: mandris@westamptonschools.org

Phone: 609-267-2722 x1004

Signature: _____Date:_____

School Board, Governing Body or Principal's approval:

Name of School Board, Governing Body or Principal: Dr. Rachel Feldman

Email: rfeldman@westamptonschools.org

Phone: 609-267-2722 x2000

Signature: _____Date:_____

County Coordinating Council Approval:

Local Agent: _____

Title: _____

E-mail: _____

Phone: _____

Signature: _____ Date: _____

Educational Technology Plan Review and Approval:

The County Office of Education will set the timeline for review, submission and approval of district and Charter School educational technology plans. The County Office of Education will complete an online form indicating the districts and Charter Schools with approved educational technology plans. Nonpublic School Educational Technology Plans may be reviewed and letters issued by the Certified Technology Plan approvers found on the Universal Service Administrative Company web site: http://www.sl.universalservice.org/reference/tech/default.asp.

Notification of Approval:

The NJDOE's Office of Educational Technology will send a notification of approval to the Chief School Officers of the approved districts and Charter Schools. Nonpublic School Educational Technology Plan approvals are not listed on the NJDOE website. Therefore, their approval letters do not have to be submitted to the NJDOE.

Posting your plan:

The NJDOE's Office of Educational Technology suggests that school districts, nonpublic schools and Charter Schools post the approved educational technology plan on their web site.

For Assistance:

To answer questions or concerns, contact the district or Charter School's County Office of Education (contact information found at http://www.state.nj.us/education/counties) or e-mail the NJDOE's Office of Educational Technology at edtech@doe.state.nj.us .

County: Burlington
Grade Levels: Pre K-8

Westampton Middle School
Number of Students: 505
Teachers in District: 39
Web site: www.westamptonschools.org

Holly Hills Elementary School
Number of Students: 490
Teachers in District: 44
Web site: www.westamptonschools.org

Is the District/Charter School compliant with the Children's Internet Protection Act (CIPA)? (y/n) Yes

I. Stakeholders

Stakeholder Table	
Title	Name
Superintendent	Mrs. Virginia Grossman
Principals	Mr. Matt Andris
	Dr. Rachel Feldman
Network Administrator	EIRC - Mr. Bob McDonnell
Technology Assistant	EIRC – Mr. Ian Wilkinson
Technology Teacher	Mr. Marc Krisch
Library Media Specialist	Ms. Doneanne Soult
	Ms. Kerri Murphy
Teacher	Ms. Carrie Cianfrone
Teacher	Ms. Laurissa Duba
Teacher	Ms. Donna Yoerke

II. Executive Summary

A. Mission Statement

The mission of the Westampton Township Public School District is to develop and implement a modern multi-media technology program, in a manner that enhances and complements the school curriculum standards, and that fosters access to technology for all students, regardless of socioeconomic status, race, gender or disabilities.

The Westampton Middle School and Holly Hills Elementary School continue to prepare students, staff, and administration for our technological driven society. We are committed to the development and progression of technology into every aspect of the curricula.

- The use of desktops, tablets and laptops to provide an individualized approach to instruction
- The implementation of a student information system with a parent portal
- Identifying and purchasing educational software designed to increase student achievement through assessment driven instruction.
- Increased professional development to support staff members' increased use of technology
- To acquire sufficient computers, e.g. laptops or tablets, to be PARCC compliant for on-line testing in 2016-17.

Rationale:
The District's Technology Committee believes in attaining input from staff, students and parents. Westampton Township Public School District recognizes the importance of the effective use of technology in the elementary and middle school in order to prepare students for the demands of high school, college and the workplace.

The districts have invested in desktops, laptops, Epson interactive projectors, Promethean boards, wireless access, increased broadband, professional development and technical support to enhance the education of students as well as the development of teachers. Integration of technology into the curriculum and instruction continues to be a goal which we are committed in attaining.

This plan will attempt to project the funding needs to support our goals and initiatives to provide all of our students with opportunities to use technology as a tool for learning and offer our staff the ability to improve their instruction.

III. Technology Inventory

A. **Inventory for Current Technology Networking and Telecommunications Equipment at Westampton Township Public School District**

      1. Comcast Metro Ethernet (in each building) To Serve Internet Service

Westampton Middle School
1) 7 - 48 port Avaya switches
2) 15 Wireless Access Point Through Out The Building
3) 2 Wireless Controller for Access Points
4) Through Out The Building Equip With Cat 5
5) 40 Units Of Unmanaged Switches
6) A Unit Of Firewall/Content Filter/NAT at Colocation through EIRC
7) 1 Dell Server (physical)– MS Server 2012
8) 5 Servers (virtual)– MS Server 2012
9) 13 Servers (virtual)– MS Server 2012 at Colocation through EIRC
10) 2 camera servers
11) 50 Physical cameras
12) Appassure Backup Application to a Colocation through EIRC
13) 210 Desktops Computers for Classrooms
14) 40 Laptops – 20 per cart
15) 36 Desktops Computer (Library, Cafeteria, Custodian & Administrator)
16) 1 iPad trays (10 iPads)
17) 3 MS Surface for Administrators
18) 3 Laptop for Administrators
19) 16 Network Printers
20) 3 Copier/ 1 fax
21) 3 Projectors
22) 21 Promethean Boards w/projectors
23) 6 Epson Interactive projectors
24) 2 Smart Boards w/projectors
25) 65 Avaya Digital Phones
26) Avaya virtual server for PBX
27) 4 UPS battery backups

Holly Hills Elementary School
1) 3 - 48 port Avaya switches
2) 1 - 24 port Avaya switches
3) 12 Wireless Access Point Through Out The Building
4) Through Out The Building Equip With Cat 5
5) 35 Units Of Unmanaged Switches
6) A Unit Of Firewall/Content Filter/NAT at Colocation through EIRC
7) 1 Dell Server (physical)– MS Server 2012
8) 4 Servers (virtual)– MS Server 2012
9) 1 camera server
10) 39 Physical cameras
11) Appassure Backup Application to a Colocation through EIRC
12) 170 Desktops Computers for Classrooms
13) 40 Laptops – 20 per cart
14) 23 Desktops Computer (Library, Cafeteria, Custodian & Administrator)
15) 3 iPad trays (10 iPads)
16) 12 chromebooks
17) 1 MS Surface for Administrators

18) 1 Laptop for Administrators
19) 10 Network Printers
20) 2 Copier/ 1 fax
21) 3 Projectors
22) 25 Promethean Boards w/projectors
23) 8 Epson Interactive projectors
24) 1 Smart symposium
25) 66 Avaya Digital Phones
26) 3 UPS battery backups

B. Technology Equipment <u>needed to improve</u> student academic achievement through 2019

1) *Technology Equipment including assistive technology:*
1. Maintain contract with CIPA compliant firewall/content filter software provider
2. Windows 7, 10
3. Google Drive/Apps
4. Tablets or laptops for each student
5. Assistive technology devices integrated to meet student needs include ergonomic mice and headsets with individual student settings. iPads and laptops have been purchased to allow students to access educational material, textbooks and teacher lessons.

2) *Networking Capacity*
1. Already at 1000 Mbps upload and download speeds into each building

3) *Filtering method*
1. Already have Palo Alto Firewall which filters for viruses, malware and content

3) *Software used for curricular support and filtering:*
1. Increase Educational Software and Online Educational Resources
2. Google and Apple Apps for Education

4) *Technology Maintenance and Support*
1. Notification policy for camera, GPS and/or other information collecting abilities
2. Continue to use Network Administrators and Technology Support staff
3. Maintain all warranties and service contracts for software, servers, laptops, desktops and printers

6) *Telecommunications equipment and services*
1. Maintain Cable Internet Service
2. Upgrade LAN patch cable for classroom
3. Continue to utilize content filtering
4. Phones in every classroom
5. Upgrade phone systems to provide staff access to inside and outside class in all rooms
6. Maintain wireless network

IV. Needs Assessment

A. Current Status

The Westampton Township Public School District is committed to providing professional development opportunities for teachers, administrators and non-certificated staff. The purpose of the training is to incorporate technology into all areas of the curriculum, as well as to conduct administrative tasks. Teachers and staff are surveyed at least once a year to provide input into what type of professional development opportunities they would like to see. In addition, as part of their Professional Improvement Plan teachers are encouraged to integrate technology into their instruction. Professional development is then planned accordingly.

Desktops are provided for every teacher in the classroom in the school district. In addition, all teachers and staff have an e-mail account. Every classroom is equipped with at least three desktop computers, an Interactive Whiteboard and there are at least 30 desktop computers in each Computer lab. We have wireless capability throughout the buildings with printers available by grade level, main office, computer labs and in the libraries.

Administrators have MS Surfaces/laptops that are used to conduct their administrative tasks. Other technology resources that are available for classroom use are interactive white boards, desktops, and laptop carts.

Teachers are required to report attendance and grades online by using Genesis, a student information system. This system is also used, track discipline, notify parents for emergency and non-emergency reasons and maintain data that is required to complete state and federal reports.

B. Process

A district committee was formed to provide input and direction for the technology plan. The team is comprised of administrators, education specialists, and technology specialists. The members met to provide valuable input regarding hardware, software, cyber safety and planning. Meetings were scheduled beginning in 2016.

The following needs were identified by the Technology Team.

- Need to increase educational software and applications
- Need to increase training in the use of technology, such as Google Docs, Google Classroom, etc. to optimize an online environment for students and staff
- Need to continue professional development for staff in the use of technology
- Need to ensure technology is utilized as one tool in supporting student knowledge and skills in Science, Technology, Engineering and Math (STEM)
- Need to expand staff and student use of technology in all academic areas, including physical education, arts, music and world languages.

- Need to utilize technology to provide easily accessible means to track student academic progress to allow both students and staff the ability to chart progress toward individual goals
- Need to use technology to provide a blended learning environment for students and staff
- Need to provide adequate technical support to maintain systems and devices
- Need to add video and audio to the learning environment
- Need to use technology to integrate learning into real world applications, such as architecture, medicine, fashion design, digital graphics, aeronautics, and other fields.
- Need to use technology to personalize education for students

V. Three-Year Goals and Objectives

A. Technology Goals 2016-2019

The following technology goals have been identified for the Westampton Township Public School District:

Goal 1: Students and educators will strive to reach their maximum potential and meet the challenges of NJ CCCS 21st century learning goals through the use of technology.

Goal 2: Educators will increase their skills and knowledge of educational technology in creating collaborative learning environments focused on the Common Core and New Jersey Core Curriculum Content Standards.

Goal 3: Students, teachers and administrators will use technology to access student academic data and other resources to inform instruction

Goal 4: Students will have access to the necessary computers, software and infrastructure for the implementation of the new state on-line testing system, PARCC.

VI. THREE-YEAR IMPLEMENTATION and STRATEGIES TABLES

A. Strategies/Activities, Timeline, Person Responsible and Documentation

GOAL #1: Students and educators will strive to reach their maximum potential and meet the challenges of NJ CCCS 21st century learning goals through the use of technology.

> **Objectives:**
>
> 1. Educational technology will be infused into the district's curriculum and instructional activities and align to NJCCCS and the ISTE National Educational Technology Standards.
>
> 2. Instruction and content materials will be universally designed to assure access for all learners through technology.
>
> 3. Technology will be used to pursue academic excellence for every student by supporting instruction that is within and beyond the school walls.
>
> 4. Incorporate an Engineering is Elementary, or similar program, into the curriculum
>
> 5. All students and learning communities will have ubiquitous, equitable and barrier-free access to on-line resources and other distance learning technologies
>
> 6. Initiate computer programming club for students

Goal #2: Educators will increase their skills and knowledge of educational technology in creating collaborative learning environments focused on the Common Core and New Jersey Core Curriculum Content Standards.

> **Objectives:**
>
> 1. Use technology to introduce fiction and non-fiction resources, such as novels, NY Times, MIT Technology Review, science and math journals, World News and Bloomberg News, into the language arts and other curricula
>
> 2. Students will use technology to connect with students from other schools locally, nationally and internationally
>
> 3. Students will use technology to create, record, edit and produce musical and artistic works
>
> 4. Students will use technology to track calories consumed and burned, heart rates, and progress in their healthy lifestyle chart

5. Students will use technology to explore how academic and technological skills are used in careers, such as fashion design, architecture, medicine, law enforcement, finance, entertainment and education

GOAL #3: Students, teachers and administrators will use technology to access student academic data and other resources to inform instruction.

Objectives:

1. Teachers will use Genesis to collect and organize student academic data to track student progress and identify gaps in the teaching-learning continuum

2. Students will use software to track their progress toward individual goals in all subject areas

3. Students and teachers will use technology to create personalized instructional paths

4. Our school includes multiple laptop computers, wireless access ports, SmartBoards, desktop computers, iPads, etc. which help us reach our technology goals.

GOAL #4: Students will have access to the necessary computers, software and infrastructure for the implementation of the new state on-line testing system, PARCC.

Objective:

1. The district will maintain its high-speed network, current hardware/software and internet access which enable all students and educators to support their curricular activities.

2. All school buildings will have the equipment, connectivity and technical support necessary to provide e-learning opportunities in all learning environments.

3. The district will continue to research green technology solutions including the expansion of paperless initiatives and the electronic delivery of report cards and progress reports.

4. Maintain all necessary licensing for district hardware and software.

5. Obsolete equipment will be replaced in a timely manner.

VII. Professional Development Strategies

The Westampton Township Public School District is committed to providing professional development opportunities for teachers, administrators and non-certificated staff. The purpose of the training is to incorporate technology into all areas of the curriculum as well as to conduct administrative tasks. Teachers and staff are surveyed at least once a year to provide input into what type of professional development opportunities they would like to see. In addition, as part of their Professional Development Plan teachers are encouraged to integrate technology into their instruction. Professional development is then planned accordingly.

The following questions and accompanying answers describe the planned professional development strategies to ensure that staff knows how to effectively use technology.

A. How will ongoing, sustained professional development be provided to all educators, (including administrators) that increases effective use of technology in all learning environments, models 21st century skills, and demonstrate learning experiences through global outreach and collaboration in the classroom or library media center?

Teachers and staff have been trained in the use of an on-line student information system (Genesis). Professional development in the use of laptops/iPads, google apps, educational software and internet sites is offered during summer Teacher Camps, teacher-led technology classes offered after school or during prep periods, and attendance at out of district workshops.

Ongoing, sustained professional development was provided in 2015-16 for teachers and administrators to further support the effective use of technology for the new state-mandated teacher and principal evaluations systems.

The Network Administrator and Technology Assistant are available to support all staff members. Websites and resources are shared with staff to help expand their knowledge of technology integration.

1. Teachers and Library Media Personnel

Desktops are provided for every teacher in the classroom in the school district. In addition, all teachers and staff have an e-mail account. Every classroom is equipped with at least three desktop computers and there are 30 laptop computers in each computer lab. Each school has access to 40 laptops and 20 iPads that are stored in charging carts. We have wireless capability throughout the buildings with printers available by grade level, main office, computer labs and in the library. Other technology resources that are available for classroom use are desktops, laptop cart, Smartboards with projectors and iPads.

Teachers are required to report attendance, grades, lesson plans and IEP required reports online by using Genesis and IEP Direct, data management services. This system is also used to maintain data that is required to complete state and federal reports. Office staff is continuously trained in the use of the system.

2. Administrator' Access to Technology

Administrators have MS Surface/laptops, and desktops that are used to conduct their administrative tasks. In addition, administrators have access to digital cameras and projectors for presentations.

3. Ongoing, Sustained Professional Development for Administrators

Administrators have access and participate in the professional development opportunities offered through professional associations such as New Jersey Principals and Supervisor Association, New Jersey Superintendent and School Administrators Association and ASCD. Administrators participate in training opportunities that provide them with the knowledge necessary to move the district forward with technology integration in order to increase student achievement.

4. Ongoing, Sustained Professional Development for all Staff

Staff is offered opportunities for professional development during staff meetings, in-service days, common grade level planning and professional workshops. These workshops support the development of lessons that integrate technology as well as increase the level of technology expertise of each staff member. Whenever possible the Technology Consultant as well as the Technology teacher will provide support for teacher's specific needs. Also, in order to increase staff development opportunities we participate in joint professional development opportunities with surrounding districts.

B. What professional development opportunities, resources and support (online or in person) exist for technical staff?

Technical support services are contracted through the Educational Information and Resource Center (EIRC). When appropriate, such as for knowing how to provide support, EIRC technicians are invited to webinars and in-district training.

C. How will professional development be provided to educators on the application of assistive technologies to support educating all students?

The needs of our students determine the assistive technology resources required. Occupational Therapists, Speech and Language Therapist and members of our Child Study Team and Special Education teachers are trained in assistive technologies that benefit our students.

VIII. Evaluation Plan

The evaluation narrative includes how telecommunications services, hardware, software and other services will improve education. Telecommunications services are leased, tariffed, contracted, or month-to-month services that are used to communicate information electronically between sites. The services MUST be provided by an eligible Telecommunications Service Provider. Broadcast services (such as over-the-air radio and television) and cable TV are not considered Telecommunications Services.

The burden of proof for any federal inquiry lies with the district, and they should be able to support their process with methodology and documentation.

Educational Technology Plan Evaluation Narrative	
Describe the process to regularly evaluate how...	
a. *Telecommunication services, hardware, software and other services are improving education.*	The ability for students and teachers to access internet sites for educational research, academic applications, communication with students and staff in other school districts, and online video streaming is essential in school districts that are preparing students for college and career readiness. Smartboards, projectors, iPads, laptops and other devices provide students and staff with the necessary hardware to access information.
b. *Effective integration of technology is enabling students to meet challenging state academic standards.*	The Common Core and NJ Core Curriculum Standards emphasize collaboration, problem-solving, inquiry and critical thinking skills. Technology allows students to collaborate and problem-solve through Google docs, blogs, and other similar technology-enabled methods. Inquiry and critical thinking skills are facilitated through the use of the internet for research, which includes multi-media and multi-sensory resources. Interactive technology, such as laptops, iPads and Smartboards allow students to work in teams to problem-solve.
c. *The LEA is meeting the identified goals in the educational technology plan.*	The LEAs, in partnership with outside funding sources such as the PTA, community groups, and corporate sponsors, have funded, and will continue to fund, the acquisition of laptops / iPads, chromebooks, laptops, and other technology.

IX. FUNDING PLAN (July 2016-June 2019)

Anticipated Funding Plan 2016-2019

A. Funding Plan Table

Three-Year Technology Plan Inventory Table			
Area of Need	**Funding 2016-2019**	**Anticipated Costs**	**Funding**
Technology Equipment	• **Maintain contract with CIPA compliant firewall/content-filter service provider** • **Provide portable devices**	$1250/yr $2500	**District Funds**
Software used for curricular support and filtering	• **Increase Educational Software and Online Educational** • **Provide Google Apps for Education** • **Maintain Follett library automation system** • **Provide Email List Management Software** • **Maintain *School Messenger and Genesis*** • **Maintain Smartboard Training** • **Maintain Online Resources – *Reading A-Z* and Math Seeds**	TBD $200 $800 $200 $1000 TBD $3000	**District Funds** **Local Funds**
Telecommunications Services	• **Maintain Metro Ethernet Internet Service** • **Maintain e-Rate**	$2800	**District Funds**
Facilities – infrastructure including central telephone & security systems	• **Maintain current Avaya Service**	$3800	**Local Funds**

Projected Funding Plan 2016-2019

A. **Funding Plan Table**

Three-Year Technology Plan Inventory Table			
Area of Need	**Funding 2016-2019**	**Projected Cost 2016-2019**	**Funding**
Technology Equipment	**Maintain contract with CIPA compliant firewall/content-filter service provider**	$1250	
Software used for curricular support and filtering	• **Increase Educational Software and Online Educational** • **Maintain Google Apps for Education** • **Maintain Follett library automation system** • **Maintain Email List Management Software** • **Maintain *School Messenger and Genesis*** • **Maintain Smartboard Training** • **Maintain Online Resources –*Reading A-Z* and Math Seeds**	TBD $400 $1600 $400 $2000 TBD $6000	**District Funds**
Telecommunications Services	• **Maintain Cable Internet Service** • **Upgrade LAN patch cable for classrooms** • **Maintain e-Rate**	$2800 TBD	**Local Funds**
Facilities – infrastructure including central telephone & security systems	• **Maintain current Avaya Phone Service**	$4000	**District Funds**

B. **Source of Funding**

As outlined in the previous funding table the following sources of funds are indicated:

Local Funds- District Budget

District Funds