

# SILVER LAKE REGIONAL SCHOOL DISTRICT And UNION #31



2007 – 2010

## TECHNOLOGY PLAN

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## Silver Lake Regional School District and Union #31 Information

Silver Lake Regional School District and Union #31 are comprised of the towns of Halifax, Kingston, and Plympton. While respecting the characteristics of each individual community in the tri-town area that are reflected in the elementary schools, we strive to have equity among all students who meet at the region. We share common performance goals, educator quality, learning environments and accountability to each town and the education community at large.

(Benchmark 1)  
**Silver Lake Regional School District**  
**And Union #31**  
**Vision Statement**

Silver Lake Regional School District and Union #31 is dedicated to the principle that technology is a powerful and flexible learning tool and helps propel students and staff toward realizing their full potential. By making technology resources readily available, Silver Lake Regional School District is committed to providing students and staff an environment that encourages academic exploration. Technology initiatives are designed to achieve a smooth integration of school networks, and to make schoolwork accessible from any Internet-connected computer, regardless of the computing platform.

Technology is a tool that can create opportunities to enhance instruction and improve opportunities to motivate and engage all students in meaningful learning scenarios. It can provide access to infinite amounts of information, and a means to organize and sift through it and identify patterns and trends. Technology has become much more than an educational accessory. Computer literacy is fast becoming a requirement for employment in all fields of endeavor, and education is no exception.

**Silver Lake Regional School District**  
**And Union #31**  
**Mission Statement**

**The Technology Team**

Translates the vision into action in order to deliver continuing technical support and collaboration that result in the integration of technology in all appropriate aspects of the curriculum. The technology team consists of the Assistant Superintendent, Director of Technology/Network Manager, Integration Specialists, Technology Support Staff, and Principals and Teachers.

**Budget**

The district has a budget that defines the technology line items in the 245100 series of the regional budget. This budget includes staffing, contracted services, hardware, software,

professional development, and support. We leverage the delivery of all technology services and purchase and use of tools with the use of e-rate and grants (including Smarter Kids Grant.)

## E-Rate Funding

The Schools and Libraries Program of the Universal Service Fund, commonly known as "E-Rate," is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC), and provides discounts to assist most schools and libraries in the United States to obtain affordable telecommunications and Internet access. It is one of four support programs funded through a Universal Service fee charged to companies that provide interstate and/or international telecommunications services.

The Schools and Libraries Program supports connectivity - the conduit or pipeline for communications using telecommunications services and/or the Internet. Funding is requested under four categories of service: telecommunications services, Internet access, internal connections, and basic maintenance of internal connections.

The District currently utilizes E-Rate funding for a percentage of internet access and telephone services throughout the district.

The district will continue to utilize this funding mechanism whenever possible to increase the connectivity, telephone services district wide.

More detailed information on the E-Rate process may be found at

<http://www.sl.universalservice.org/overview/about.asp>

## Evaluation

We will begin to evaluate our staff by administering the TSAT in the spring of 2007 district-wide. We will also be administering an online survey as created by Massachusetts DOE entitled "Teacher technology Use Survey". These two surveys will be done on a yearly basis.

(Benchmark 2)  
**Technology Integration**

**A. Teacher and Student Use of Technology**

The district will be administering the “TSAT” and “Teacher Technology Use Survey” in the spring of 2007 to get a new barometer on actual percentages for schools within the District.

**Elementary Schools**

The percentage of daily usage by elementary teachers outside of the Classroom is unknown at this time but will be reviewed with the district-wide surveys in the spring 2007. At that time, the district will be able to evaluate teacher usage and make recommendations to staff as needed to meet or exceed this goal.

Technology on the elementary level is currently integrated into classroom and labs. The district will be administering the TSAT in the spring of 2007 to get a new barometer on an actual gauge on the percentages of teachers using technology appropriately with students will be able to be obtained. At that time, the district will implement change as necessary to meet this goal.

## **Middle School**

At least 85% of teachers currently use technology everyday for student lesson planning and communications, etc. outside of the classroom. With additional training, we hope to increase usage outside the classroom to nearly 100% in the next 2 years.

Currently, 60-75% of our teachers use technology appropriately with students each week in the area of research, multimedia, and communications. All faculties are assigned a desktop computer and many also use these regularly for lesson planning, grading, etc. By the end of this cycle, middle school teachers will use more data interpretation activities such as the use of spreadsheets for data organization, and data interpretation with their students. 100% of our teachers already use the SASI/CLASSXP database on a daily basis, for attendance and grades.

## **High School**

This goal has been satisfied on the high school level as currently 85% of faculty at the High School use technology outside of class on a daily basis. In particular, teachers use the internet for research and communication. All faculties are assigned a computer and many also use these regularly for lesson planning, grading, etc. With additional training, we hope to increase usage outside the classroom to near 100% in the next 2 years.

Currently, 60-75% of our teachers use technology appropriately with students each week in the area of research, multimedia, and communications. All faculties are assigned a desktop computer and many also use these regularly for lesson planning, grading, etc. By the end of this cycle, middle school teachers will use more data interpretation

activities such as the use of spreadsheets for data organization, and data interpretation with their students. 100% of our teachers already use the SASI/CLASSXP database on a daily basis, for attendance and grades.

## **Silver Lake Regional School District And Union #31 Computer Technology**

- Computer Technology is now integral to the daily work routines of teachers, administrators, and support staff.
- At the secondary level, teachers submit attendance data and term grades electronically using ClassXP which is integrated into our School Database SasiXP.
- Administrators on all levels use the SasiXP software package to schedule classes, produce reports, and monitor student performance.
- School librarians at all schools employ the Spectrum library electronic card catalog system to track their book and tape collections.
- Special Education teachers use the SEMSNet<sup>®</sup> software to produce Individual Education Plans that conform to state standards.
- Silver Lake has also moved forward to integrating MassOne into the Middle School and High School with all staff and students having MassOne accounts. We will also be moving forward with incorporating MassOne into the Elementary Schools beginning September of 2008
- Spring of 2007 we will installing Moodle (hosted on our Web Server) to integrate for the school year beginning in September of 2008.
- We are currently using United Streaming for streaming Video
- Another product that which will be on the agenda for 2008 is integrating Classroom Management software into all computer labs in the District.

### **Staffing**

- 1- Full Time Technology Director-District Wide

- 2- Full Time MIS Director-Silver Lake Regional High School and Middle School
- 3- Full Time Computer Technician- Silver Lake Regional High School and Middle School
- 4- Full Time Computer Technician-Kingston Public Schools

## **CIPA Compliancy**

Silver Lake Regional School District employs filtering software to block access to inappropriate content on all computers with internet access. Student website access is monitored by staff. Silver Lake Regional School District requires students and staff to review and adhere to the Childhood Internet Protection Act and the Acceptable Use Policy. These policies are outlined in the student and staff handbooks and reviewed annually for compliance.

Internet Acceptable Use Policy is posted on our Website at <http://www.slrsd.org/information/internetuse.pdf>

### *CIPA Background*

The Children's Internet Protection Act (CIPA) is a federal law enacted by Congress in December 2000 to address concerns about access in schools and libraries to the Internet and other information. For any school or library that receives discounts for Internet access or for internal connections, CIPA imposes certain requirements. In early 2001, the Federal Communications Commission (FCC) issued rules to ensure that CIPA is carried out.

### *What CIPA Requires*

- 1 Under CIPA, schools and libraries subject to CIPA do not receive the discounts offered by the "E-Rate" program (discounts that make access to the Internet affordable to schools and libraries) unless they certify that they have certain Internet safety measures in place. These include measures to block or filter pictures that: (a) are obscene, (b) contain child pornography, or (c) when computers with Internet access are used by minors, are harmful to minors;
- 2 Schools subject to CIPA are required to adopt a policy to monitor online activities of minors; and
- 3 Schools and libraries subject to CIPA are required to adopt a policy addressing:
  - (a) access by minors to inappropriate matter on the Internet and World Wide

Web; (b) the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications; (c) unauthorized access, including so-called "hacking," and other unlawful activities by minors online; (d) unauthorized disclosure, use, and dissemination of personal information regarding minors; and (e) restricting minors' access to materials harmful to them. CIPA does not require the tracking of Internet use by minors or adults. (Retrieved November 5, 2005 from <http://www.fcc.gov/cgb/consumerfacts/cipa.html>)

(Benchmark 3)  
**Technology Professional Development**

Through district – based sustained and on-going professional development, at least 85% of the staff will complete at least 45 hours of professional development. We will use a combination of coaching, modeling evidence based best practices, district – based mentoring, study groups, direct instruction, and course reimbursement to provide a high quality professional development program that enables teachers to integrate technology into the teaching and learning experiences in every school in the district. The district will use the TSAT to assess progress on an annual basis.

(Benchmark 4)  
**The Accessibility of Technology**

Maintain a student-to-computer ratio of fewer than 5 students per high-capacity Internet connected computer. The replacement plan for out-dated hardware and software will focus on the average usable lifespan of 6 years. The district will strive to employ full time and contracted services to meet the goal of 1 technician per 200 computers. The district will plan for and provide consistent access to high speed internet. The technical support will ensure that students and staff have on-going access to all computer tools with minimal disruption to teaching and learning.

**2005/2006 Tech Plan Computer Ratios per Student**

School	Computer Type	Ratio per Student
Silver Lake High School	Type A	4.49
	Type A/B	3.91
	Type A/B/C	3.91
Silver Lake Middle School	Type A	1.95
	Type A/B	1.95
	Type A/B/C	1.95
Plympton Elementary School	Type A	3.77
	Type A/B	2.69
	Type A/B/C	2.69
Halifax Elementary School	Type A	8.55
	Type A/B	6.24

	Type A/B/C	5.17
Kingston Intermediate School	Type A	10.13
	Type A/B	4.82
	Type A/B/C	4.82
Kingston Elementary School	Type A	7.25
	Type A/B	7.25
	Type A/B/C	4.34

(Benchmark 5)  
**Infrastructure for Connectivity**

By 2007, all schools in the district will have consistent high speed access to the internet. The use of a wireless infrastructure will be introduced in the middle, high school, and administrative offices. Through the use of mobile labs, the elementary students will have wireless access in the classrooms. Through the opportunity of building two new schools and minor renovations at other schools, we are building and renovating a solid infrastructure.

The Network Manager provides continuing service to ensure security and back – up of all electronic communications and files.

The district uses e-learning for professional development opportunities. Teachers will be supported and encouraged to develop appropriate e-learning environments for use in the classroom and beyond the classroom.

<b>SCHOOL</b>	<b>Number of classrooms</b>	<b>Total Amount</b>
<b>Silver Lake High School</b>		
	Total Number	65
	Number connected to the Internet	65
	Number connected to LAN	65
<b>Silver Lake Middle School</b>		
	Total Number	49
	Number connected to the Internet	49
	Number connected to LAN	49
<b>Kingston Intermediate School</b>		
	Total Number	45
	Number connected to the Internet	45
	Number connected to LAN	45
<b>Kingston Elementary School</b>		
	Total Number	31

	Number connected to the Internet	31
	Number connected to LAN	31
<b>Plympton Elementary School</b>		
	Total Number	18
	Number connected to the Internet	18
	Number connected to LAN	18
<b>Halifax Elementary School</b>		
	Total Number	41
	Number connected to the Internet	41
	Number connected to LAN	41

## Computer Inventory

Based on 2005/2006 Tech Plan

### Type A (high-end)

**Function:**

Multimedia computers capable of running virtually all current software, including the latest high-end video and graphics programs.

**Memory:**

256MB RAM or higher

**Processor:**

PC- Pentium 4 or equivalent

MAC-G4 or G5 or equivalent

### Type B (Average)

**Function:**

Multimedia computers capable of running most software, except for the latest high-end video and graphics programs.

**Memory:**

128MB to 256MB RAM

**Processor:**

PC- Pentium 3 or equivalent

MAC-G3 or equivalent

## Type C (Low-end)

**Function:**

Multimedia computers capable of running most current productivity applications

**Memory:**

128 MB RAM

**Processor:**

PC- Pentium 2 or lower

MAC-Apple power PC 604e or lower

School	Computer Type	Number per Computer Type
<b>Silver Lake High School</b>		
	Type A	296
	Type B	40
	Type C	0
	<b>Total</b>	336
<b>Silver Lake Middle School</b>		
	Type A	352
	Type B	0
	Type C	0
	<b>Total</b>	352
<b>Kingston Intermediate School</b>		
	Type A	72
	Type B	75
	Type C	0
	<b>Total</b>	147
<b>Kingston Elementary School</b>		
	Type A	76
	Type B	0
	Type C	45
	<b>Total</b>	121
<b>Halifax Elementary School</b>		
	Type A	88
	Type B	31
	Type C	24
	<b>Total</b>	143
<b>Plympton Elementary School</b>		
	Type A	66
	Type B	25
	Type C	0
	<b>Total</b>	91

(Benchmark 6)  
**Access to the Internet outside of the School  
Day.**

The district uses the district website for communication with home and school. In September 2006, teachers began to integrate MassOne to students, and in September of 2007 we will begin to introduce Moodle to the faculty at Silver Lake Regional Schools. Silver Lake Regional School District will work with the libraries in the tri-town communities of Halifax, Kingston, and Plympton to provide internet access outside of the school. The district website will provide information on where parents and students can access the internet in their local communities.