

# Georgetown Public Schools

## Technology Plan

2016-2018

**Georgetown Middle-High School**



**Perley Elementary School**



**Penn Brook Elementary School**



Georgetown, Massachusetts

## **VISION**

The Georgetown Public Schools will use technology throughout the district to promote learning, creativity, and critical thinking among our students, teachers and staff. Technology will be thoroughly integrated into our curriculum, providing our students and teachers with up-to-date tools for learning and collaboration. The day-to-day operation of our district will be supported with current hardware, software and networking infrastructure, giving our teachers and administrators effective means of communication, tools to collect, process and analyze data, and facilities to share information and services with each other and with the community at large.

### **SUPERINTENDENT OF GEORGETOWN PUBLIC SCHOOLS**

Carol Jacobs Superintendent of Schools

### **GEORGETOWN PUBLIC SCHOOLS TECHNOLOGY COMMITTEE**

Wes Vaughan

Marianne Fravel

Liz Marchetti

Cerise Cauthron

Megan Johnson

Kelci Valorz

Hope Doran

Julie DeRoche

## EXECUTIVE SUMMARY

The Georgetown Public School district will be making significant steps forward in shifting the focus of technology as a specialty in certain technology related classes to ubiquitous use of technology to enhance the curriculum throughout the district. From kindergartners using iPads or interactive white boards for lessons to high school students creating iMovie presentations about elements of a society, and students working in a Help Desk program. The Georgetown Public Schools continues to work on supporting all teaching staff in the use of relevant and cutting edge technology. That support takes many forms: professional development, hardware and software options, and audio/visual equipment, the use of technology can truly enhance and transform teaching.

### **Progress from our preceding Plan include:**

#### Elementary Schools

Interactive Whiteboards in every elementary classroom

Document cameras available to most classrooms

An iPad cart

Macbook laptop cart

PC based laptop lab

#### Middle High School

Macbook Air laptops were leased for every teacher

The introduction of big screen TV's into the classrooms

Upgraded computer labs both MAC and PC

iPad mobile lab

Improved wireless access

### **Looking to the future**

The new Penn Brook School will be on-line with all new and updated infrastructure and technology equipment. The Middle High School will be renovated and a significant amount of the infrastructure will be upgraded. We will be providing teachers with iPads to use and integrate into their curriculum as we plan to launch a 1 to 1 initiative with iPads.

While we strive to make technology ubiquitous throughout education in the Georgetown Public Schools, there are still challenges ahead. We need to continue to find creative ways to provide professional development both time for instruction and quality of our offerings. Without proper professional development our gains in technology will not be transformative but a distraction from learning.

The Georgetown Public Schools Technology Plan for **2015-2018** is organized into three key areas:

**1. Teaching and Learning**

**2. Infrastructure and Technology Hardware**

**3. Application and Administrative Software**

These key areas, along with the findings and recommendations of the Technology Committee, serve as the foundation for the technology plan. Integration and professional development are integrated throughout the plan as the plan will not function without a concerted effort in these disciplines. District goals in each area were derived, in part, through analysis of the School Technology and Readiness (STaR) Chart developed by the Educational Technology Advisory Council (ETAC), the technology benchmarks established by the Massachusetts Department of Elementary and Secondary Education (DESE), a set of technology indicators developed by the International Society for Technology in Education (ISTE), and the district strategic plan. The committee also reviewed existing technology and its usage within the district, and conducted a teacher survey on technology-related needs assessments. As we developed goals for each key area, we created a three-year action plan that specifies the steps that will be taken to meet these goals, professional development and integration, and defined measurable outcomes and indicators of success.

Georgetown Public Schools  
Technology Plan  
June 2015

Focus Area 1: Teaching and Learning

Project Manager: Technology Director

Goal 1: The Georgetown Staff will integrate technology into classroom instruction

Strategies	Action Steps	Person Responsible	Resources Needed	Funding Source	2016	2017	2018	Measurement
Develop a district integration plan.	<ul style="list-style-type: none"> <li>• Review other districts plans.</li> <li>• Analyze current technology use in the district.</li> <li>• Produce a written plan.</li> </ul>	<ul style="list-style-type: none"> <li>• Technology Director</li> <li>• Curriculum Director</li> <li>• Technology Committee</li> </ul>	<ul style="list-style-type: none"> <li>• Time to meet and analyze technology plans</li> <li>• Time to write plans</li> </ul>	N/A	X			<ul style="list-style-type: none"> <li>• Plan produced and distributed</li> </ul>
Introduce and adopt online applications for teachers for use in the classroom	<ul style="list-style-type: none"> <li>• Review and explore application tools such as Apple Apps for Education, Google Apps for Education, Schoology, iTunes U and iBooks</li> <li>• Identify online content (i.e. electronic textbooks) for content-area use and adoption</li> <li>• Develop an online forum for sharing amongst teachers.</li> <li>• Train teachers on the use of the tools</li> </ul>	<ul style="list-style-type: none"> <li>• Technology Director</li> <li>• Technology Staff</li> <li>• Curriculum Director</li> <li>• Department Heads</li> <li>• Principal</li> </ul>	<ul style="list-style-type: none"> <li>• Training time</li> <li>• Online forum</li> <li>• Time and schedule to support teachers</li> </ul>	<ul style="list-style-type: none"> <li>• Hardware and software</li> <li>• Funds for substitutes</li> <li>• Funds for planning time</li> </ul>	X	X	X	<ul style="list-style-type: none"> <li>• Training logs</li> <li>• Observe teachers using tools</li> <li>• Teachers show proficiency integrating tech tools into classroom</li> <li>• Adoption of electronic textbooks in appropriate content areas</li> </ul>

Georgetown Public Schools  
Technology Plan  
June 2015

Goal 2: Students and staff will demonstrate proficiency by the MASS technology and curriculum framework standards.

Strategies	Action Steps	Person Responsible	Resources Needed	Funding Source	2016	2017	2018	Measurement
Develop specific grade-level benchmarks to measure technology proficiency of students.	<ul style="list-style-type: none"> <li>• Review state standards and match against current practice</li> <li>• Align standards with grade-level expectations</li> <li>• Produce a skills map for each grade level</li> <li>• Identify curriculum supports to match skill expectations</li> <li>• Design K-12 assessments to measure proficiency</li> <li>• Develop computer literacy curriculum and course sequences for grades 1-12.</li> </ul>	<ul style="list-style-type: none"> <li>• Technology Director</li> <li>• Curriculum Director</li> <li>• Technology Committee</li> </ul>	<ul style="list-style-type: none"> <li>• Standards documents</li> <li>• Time for meeting</li> </ul>	<ul style="list-style-type: none"> <li>• Standards documents</li> <li>• Time for meeting</li> </ul>	X	X		<ul style="list-style-type: none"> <li>• Grade level maps created and distributed</li> <li>• Students show proficiency with standards vs the baseline</li> </ul>
Design a process for teacher proficiency with technology integration	<ul style="list-style-type: none"> <li>• Identify areas for integration</li> <li>• Design a method inside the evaluation process to show some examples of successful integration</li> <li>• Train administrators to observe and support tech integration</li> </ul>	<ul style="list-style-type: none"> <li>• Technology Director</li> <li>• Curriculum Director</li> <li>• Principals</li> <li>• Technology Committee</li> </ul>	<ul style="list-style-type: none"> <li>• Time to meet</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>		X	X	<ul style="list-style-type: none"> <li>• Teachers demonstrate integration</li> </ul>

Georgetown Public Schools  
Technology Plan  
June 2015

<p>Expand technology courses in the GMHS to promote technology careers, and provide a resource for students and staff</p>	<ul style="list-style-type: none"> <li>• Establish infrastructure for student help desk course GMHS</li> <li>• Establish a software development course at GMHS</li> <li>• Develop a ticket system for student and staff support</li> <li>• Utilize students as interns</li> </ul>	<ul style="list-style-type: none"> <li>• Technology Director</li> <li>• Assigned course teachers</li> <li>• GMHS technology staff</li> <li>• Principal</li> </ul>	<ul style="list-style-type: none"> <li>• Course Time</li> <li>• Meeting time with students with Technology staff</li> <li>• Establish help desk area in Media Center</li> <li>• Ticket system for support</li> </ul>	<ul style="list-style-type: none"> <li>• Technology and course budgets</li> </ul>	X	X	X	<ul style="list-style-type: none"> <li>• Student help staff trained and functioning</li> <li>• Completed software coursework</li> </ul>
---	---	---	--	---	---	---	---	---



Georgetown Public Schools  
Technology Plan  
June 2015

Goal 3: Teachers will access and use technology-driven assessment data to plan instruction.

Strategies	Action Steps	Person Responsible	Resources Needed	Funding Source	2016	2017	2018	Measurement
Formalize a plan to collect and analyze specific student data	<ul style="list-style-type: none"> <li>• Determine technology-based assessments (i.e.: MAPS MCAS/PARCC, DDMs, DIBELS)</li> <li>• Evaluate infrastructure</li> <li>• Review current data analysis systems</li> <li>• Identify and purchase applicable data analysis system</li> <li>• Train teachers</li> <li>• Aggregate data</li> </ul>	<ul style="list-style-type: none"> <li>• Technology Director</li> <li>• Curriculum Director</li> <li>• Principals</li> </ul>	<ul style="list-style-type: none"> <li>• Assessments</li> <li>• Training</li> <li>• Data Warehouse</li> </ul>	<ul style="list-style-type: none"> <li>• District budget</li> <li>• Revolving accounts</li> <li>• TBD</li> </ul>	X	X		<ul style="list-style-type: none"> <li>• Data is available to teachers and administrators</li> </ul>
Establish a data team structure for data review	<ul style="list-style-type: none"> <li>• Determine structure for district data team</li> <li>• Create data teams norms</li> <li>• Establish a schedule for collection, analysis, and aggregation</li> </ul>	<ul style="list-style-type: none"> <li>• Technology Director</li> <li>• Curriculum Director</li> <li>• Administrators</li> </ul>	<ul style="list-style-type: none"> <li>• Time to meet</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>		X	X	<ul style="list-style-type: none"> <li>• Data is used to track performance and plan instruction</li> <li>• Teams meet regularly during school year</li> </ul>

Georgetown Public Schools  
Technology Plan  
June 2015

Focus Area 2: Infrastructure and Hardware Project Manager: Technology Director

Goal 1: Continue to improve the functionality of our network backbone

Strategies	Action Steps	Person Responsible	Resources Needed	Funding Source	2016	2017	2018	Measurement
Established protocols to maintain the network infrastructure.	<ul style="list-style-type: none"> <li>• Train tech staff</li> <li>• Develop written guidelines</li> <li>• Implement protocols</li> </ul>	<ul style="list-style-type: none"> <li>• Technology Director</li> <li>• Tech staff</li> </ul>	<ul style="list-style-type: none"> <li>• Time to develop</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>	X			<ul style="list-style-type: none"> <li>• Protocols written and followed</li> </ul>
Establish protocols to maintain the servers and connections to the Internet.	<ul style="list-style-type: none"> <li>• Train tech staff</li> <li>• Develop written guidelines</li> <li>• Implement protocols</li> </ul>	<ul style="list-style-type: none"> <li>• Technology Director</li> <li>• Tech staff</li> </ul>	<ul style="list-style-type: none"> <li>• Time to develop</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>	X			<ul style="list-style-type: none"> <li>• Protocols written and followed</li> </ul>
Upgrade ancillary network hardware	<ul style="list-style-type: none"> <li>• Assess current hardware and identify priorities</li> <li>• Develop list of needed upgrades</li> <li>• Establish budget for replacement and ID funding source</li> <li>• Purchase and install</li> </ul>	<ul style="list-style-type: none"> <li>• Technology Director</li> <li>• Tech Staff</li> </ul>	<ul style="list-style-type: none"> <li>• Equipment</li> <li>• Funding</li> </ul>	<ul style="list-style-type: none"> <li>• District Budget</li> <li>• E-rate</li> <li>• Other sources TBD</li> </ul>	X	X	X	<ul style="list-style-type: none"> <li>• Network functions efficiently</li> </ul>
Install wireless access points with cloud controllers throughout each school building	<ul style="list-style-type: none"> <li>• PB install and configure AP's</li> <li>• GMHS install and configure AP's to increase current wireless coverage</li> <li>• Monitor wireless network</li> <li>• Plan for future upgrades</li> </ul>	<ul style="list-style-type: none"> <li>• Technology Director</li> <li>• Tech Staff</li> </ul>	<ul style="list-style-type: none"> <li>• Equipment</li> <li>• Funding</li> </ul>	<ul style="list-style-type: none"> <li>• District Budget</li> <li>• E-rate</li> <li>• Other sources TBD</li> </ul>	X	X	X	<ul style="list-style-type: none"> <li>• Network functions efficiently</li> </ul>

Georgetown Public Schools  
Technology Plan  
June 2015

Provide appropriate maintenance and monitoring capabilities	<ul style="list-style-type: none"> <li>Identify and install network monitoring software</li> </ul>	<ul style="list-style-type: none"> <li>Technology Director</li> <li>Tech Staff</li> </ul>	<ul style="list-style-type: none"> <li>SchoolDude</li> <li>Network Monitoring Software</li> </ul>	<ul style="list-style-type: none"> <li>District Budget</li> </ul>	X	X		<ul style="list-style-type: none"> <li>Network functions efficiently</li> <li>Network activity is monitored</li> </ul>
Deploy a device management system	<ul style="list-style-type: none"> <li>Create a free Meraki account for managing iPads at GMHS</li> <li>Install and configure Jampf Casper suite at Penn Brook</li> <li>Extend Casper Suite to GMHS</li> </ul>	<ul style="list-style-type: none"> <li>Technology Director</li> <li>Tech Staff</li> </ul>	<ul style="list-style-type: none"> <li>Meraki MDM</li> <li>Funding</li> <li>Jampf Casper Suite</li> <li>Time for Training</li> </ul>	<ul style="list-style-type: none"> <li>Penn Brook Construction budget</li> <li>District Budget</li> </ul>	X	X	X	<ul style="list-style-type: none"> <li>iPads managed and Apps pushed out to them</li> <li>iPads managed and Apps pushed out to them, teachers using suite to control iPads in the classroom</li> <li>GMHS using Casper suite</li> </ul>

Georgetown Public Schools  
Technology Plan  
June 2015

Goal 2: Upgrade and maintain computing devices to meet the needs all district end users.

Strategies	Action Steps	Person Responsible	Resources Needed	Funding Source	2016	2017	2018	Measurement
Implement the Penn Brook technology plan	<ul style="list-style-type: none"> <li>• Purchase laptops and iPads</li> <li>• Purchase instructional technology for all classrooms</li> <li>• Set up the classroom and office technology</li> <li>• Train and support end users</li> </ul>	<ul style="list-style-type: none"> <li>• Technology Director</li> <li>• Tech Staff</li> <li>• Equipment Vendors</li> </ul>	<ul style="list-style-type: none"> <li>• Equipment</li> <li>• Training time</li> <li>• Tech support</li> </ul>	<ul style="list-style-type: none"> <li>• Penn Brook Building project</li> <li>• PD budget</li> </ul>	X  X X	X	X	<ul style="list-style-type: none"> <li>• Technology functioning</li> </ul>
Maintain and upgrade GMHS computer labs and mobile labs	<ul style="list-style-type: none"> <li>• Create maintenance schedule</li> <li>• Purchase computers and parts as needed</li> </ul>	<ul style="list-style-type: none"> <li>• Technology Director</li> <li>• Tech Staff</li> </ul>	<ul style="list-style-type: none"> <li>• Funding for equipment</li> </ul>	<ul style="list-style-type: none"> <li>• District Budget</li> </ul>	X	X	X	<ul style="list-style-type: none"> <li>• Labs function efficiently</li> </ul>
Continue to lease equipment	<ul style="list-style-type: none"> <li>• Identify the needs and priorities across district</li> <li>• Lease iPads for GMHS teachers</li> <li>• Continue payments on current lease</li> <li>• Lease iPads for 1:1 initiative</li> </ul>	<ul style="list-style-type: none"> <li>• Technology Director</li> </ul>		<ul style="list-style-type: none"> <li>• District Budget</li> </ul>	X X X	X	X	<ul style="list-style-type: none"> <li>• All classrooms and schools will have up to date a fully functioning technology</li> </ul>
Plan to implement 1:1 initiative at GMHS	<ul style="list-style-type: none"> <li>• Get school committee approval</li> <li>• Pilot teacher technology integration using iPads</li> </ul>	<ul style="list-style-type: none"> <li>• Technology Director</li> <li>• Principal</li> <li>• Curriculum Director</li> <li>• Tech staff</li> </ul>	<ul style="list-style-type: none"> <li>• Devices</li> <li>• Funding for devices</li> <li>• Training time</li> <li>• Tech support</li> </ul>	<ul style="list-style-type: none"> <li>• Leasing</li> <li>• Parent purchase</li> </ul>	X X X			<ul style="list-style-type: none"> <li>• All students and teachers use devices to work and learn</li> </ul>

Georgetown Public Schools  
Technology Plan  
June 2015

	<ul style="list-style-type: none"> <li>• Conduct parent information meeting regarding the initiative</li> <li>• Hold an assembly for students</li> <li>• Determine grades for implementation</li> <li>• Insure access to all students</li> <li>• Establish policies and protocols for program</li> <li>• Deploy devices</li> </ul>				X			
					X			
						X		
						X	X	
						X	X	X
Develop a replacement cycle for devices	<ul style="list-style-type: none"> <li>• Establish protocols for device replacements</li> <li>• Write a replacement plan</li> <li>• Establish budget and funding sources</li> </ul>	<ul style="list-style-type: none"> <li>• Technology Director</li> <li>• Tech staff</li> </ul>	<ul style="list-style-type: none"> <li>• Funding</li> </ul>	<ul style="list-style-type: none"> <li>• District Budget</li> </ul>	X	X	X	<ul style="list-style-type: none"> <li>• Devices maintained and upgraded</li> </ul>
Upgrade District's ancillary audio visual hardware	<ul style="list-style-type: none"> <li>• Provide a projection devices for every classroom</li> <li>• Provide an Apple TV for device connection</li> <li>• Provide a hardware device for 3D objects</li> <li>• Wireless connectivity</li> </ul>	<ul style="list-style-type: none"> <li>• Technology Director</li> <li>• Tech Staff</li> </ul>	<ul style="list-style-type: none"> <li>• A/V Devices</li> </ul>	<ul style="list-style-type: none"> <li>• District Budget</li> <li>• Other funding sources TGD</li> </ul>	X	X	X	<ul style="list-style-type: none"> <li>• All classrooms will have A/V connectivity</li> </ul>
Insure that district has assistive technologies available to students in need	<ul style="list-style-type: none"> <li>• Review current assistive technology inventories</li> <li>• Research and identify cutting edge assistive technologies</li> <li>• Match devices to needs of students</li> </ul>	<ul style="list-style-type: none"> <li>• Technology Director</li> <li>• Special Ed Director</li> </ul>	<ul style="list-style-type: none"> <li>• Funding</li> <li>• Devices</li> </ul>	<ul style="list-style-type: none"> <li>• District budget</li> <li>• Special Ed funds and grants</li> <li>• Leases</li> </ul>	X	X	X	<ul style="list-style-type: none"> <li>• Students have access to assistive technology as needed</li> </ul>

Georgetown Public Schools  
Technology Plan  
June 2015

	<ul style="list-style-type: none"><li>• Purchase equipment as needed</li></ul>							
--	--	--	--	--	--	--	--	--

Georgetown Public Schools  
Technology Plan  
June 2015

Goal 3: Upgrade the telecommunication system.

Strategies	Action Steps	Person Responsible	Resources Needed	Funding Source	2016	2017	2018	Measurement
Replace all district telecommunication hardware	<ul style="list-style-type: none"> <li>• Met with town to determine needs</li> <li>• Accessed the current phone system</li> <li>• With the town developed specs for new system</li> <li>• Selected vendor from state bid list</li> <li>• Established a deployment plan</li> </ul>	<ul style="list-style-type: none"> <li>• Technology Director</li> <li>• Tech staff</li> </ul>	<ul style="list-style-type: none"> <li>• Telecommunications System</li> </ul>	<ul style="list-style-type: none"> <li>• Penn Brook &amp; GMHS Building Budgets</li> </ul>	X			<ul style="list-style-type: none"> <li>• All teachers and staff will have a workable communication device in their classroom</li> </ul>
Develop a plan for the deployment of cell phones	<ul style="list-style-type: none"> <li>• Review current assignments</li> <li>• Establish a criteria for cell phone distribution</li> <li>• Investigate the cost benefit of different vendors</li> <li>• Assign phones</li> </ul>	<ul style="list-style-type: none"> <li>• Technology Director</li> <li>• Finance Director</li> <li>• Administration</li> </ul>	<ul style="list-style-type: none"> <li>• Contract with vendor</li> </ul>	<ul style="list-style-type: none"> <li>• District budget</li> </ul>	X			<ul style="list-style-type: none"> <li>• Cell phones assigned and used by end users</li> </ul>
Explore opportunities to share telecommunications resources with the town	<ul style="list-style-type: none"> <li>• Schedule regular discussions with town and school technology dept.</li> <li>• Access common needs</li> <li>• Coordinate resources where appropriate</li> </ul>	<ul style="list-style-type: none"> <li>• Town and School IT Directors</li> </ul>	<ul style="list-style-type: none"> <li>• Joint Meeting Time</li> </ul>	<ul style="list-style-type: none"> <li>• District and town funds as needed</li> </ul>	X	X	X	<ul style="list-style-type: none"> <li>• Service coordinated where appropriate</li> </ul>

Georgetown Public Schools  
Technology Plan  
June 2015

Focus Area 3: Application and Administrative Software      Project Manager: Technology Director

Goal 1: Centralize district's cloud-based databases and file storage

Strategies	Action Steps	Person Responsible	Resources Needed	Funding Source	2016	2017	2018	Measurement
Increase the functionality and availability of the MUNIS accounting system	<ul style="list-style-type: none"> <li>Discuss additional productivity and functionality options for MUNIS with town staff</li> </ul>	<ul style="list-style-type: none"> <li>Technology Director</li> <li>Superintendent</li> <li>Finance Director</li> </ul>	<ul style="list-style-type: none"> <li>Time to meet</li> <li>Specs for productivity upgrades</li> </ul>	<ul style="list-style-type: none"> <li>District budget</li> <li>Town budget</li> </ul>	X			<ul style="list-style-type: none"> <li>Increased use of MUNIS modules through school and town offices</li> </ul>
Adoption of Google Apps for Education and MS office 365 for Education	<ul style="list-style-type: none"> <li>Train staff on the different applications</li> <li>Train staff on collaboration tools</li> <li>Support teachers and staff with cloud-based storage</li> </ul>	<ul style="list-style-type: none"> <li>Technology Director</li> <li>Technology staff</li> </ul>	<ul style="list-style-type: none"> <li>Time</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>	X	X		<ul style="list-style-type: none"> <li>Increased classroom collaboration and online file storage</li> </ul>
Development of a archiving strategy for email to bring district into compliance	<ul style="list-style-type: none"> <li>Explore technology options for archiving district email</li> </ul>	<ul style="list-style-type: none"> <li>Technology Director</li> </ul>	<ul style="list-style-type: none"> <li>Application or device for archiving email</li> </ul>	<ul style="list-style-type: none"> <li>District Budget</li> </ul>	X			<ul style="list-style-type: none"> <li>District email will be archived</li> </ul>
Move to online grading at elementary level	<ul style="list-style-type: none"> <li>Develop protocols for online grading</li> <li>Develop training for staff</li> </ul>	<ul style="list-style-type: none"> <li>Technology Director</li> <li>Technology Staff</li> </ul>	<ul style="list-style-type: none"> <li>Rediker Teacher Grade Book+</li> <li>Training Time</li> </ul>	<ul style="list-style-type: none"> <li>District budget</li> </ul>	X			<ul style="list-style-type: none"> <li>All grades will be stored in Admin Plus</li> </ul>
Upgrade to Teacher Gradebook+ at GMHS	<ul style="list-style-type: none"> <li>Develop protocols for online grading</li> <li>Develop training for staff</li> </ul>	<ul style="list-style-type: none"> <li>Technology Director</li> <li>Technology Staff</li> </ul>	<ul style="list-style-type: none"> <li>Rediker Teacher Grade Book</li> <li>Training Time</li> </ul>	<ul style="list-style-type: none"> <li>District budget</li> </ul>	X			<ul style="list-style-type: none"> <li>All grades will be stored in Admin Plus</li> </ul>



Georgetown Public Schools  
Technology Plan  
June 2015

Implementing new Food service POS program at all schools	<ul style="list-style-type: none"> <li>Establish protocols and procedures for food service program</li> </ul>	<ul style="list-style-type: none"> <li>Food Service Director</li> <li>Technology Director</li> </ul>	<ul style="list-style-type: none"> <li>Nutrakids Software</li> <li>POS Hardware</li> </ul>	<ul style="list-style-type: none"> <li>New Construction Budget</li> <li>Food Service Budget</li> </ul>	X			
Implement cloud based file storage	<ul style="list-style-type: none"> <li>Establish google drive</li> <li>Train teachers on usage and storage</li> <li>Support teachers as needed</li> </ul>	<ul style="list-style-type: none"> <li>Technology Director</li> <li>Technology staff</li> <li>Student Help Desk</li> </ul>	<ul style="list-style-type: none"> <li>Internet Connectivity</li> <li>Training Time</li> </ul>	<ul style="list-style-type: none"> <li>Time</li> <li>District Bandwidth</li> </ul>	X	X		<ul style="list-style-type: none"> <li>All files are stored in the cloud</li> </ul>
Reduce the need for printing through reliable document sharing and cloud storage solutions	<ul style="list-style-type: none"> <li>Establish google drive</li> <li>Train teachers on usage and storage</li> <li>Support teachers as needed</li> </ul>	<ul style="list-style-type: none"> <li>Technology Director</li> <li>Technology staff</li> <li>Student Help Desk</li> </ul>	<ul style="list-style-type: none"> <li>Internet Connectivity</li> <li>Training Time</li> </ul>	<ul style="list-style-type: none"> <li>Time</li> <li>District Bandwidth</li> </ul>		X	X	<ul style="list-style-type: none"> <li>All files are stored in the cloud</li> <li>Increased student teacher collaboration</li> </ul>
Explore making a change to the student information system	<ul style="list-style-type: none"> <li>Investigate new and existing student information systems</li> </ul>	<ul style="list-style-type: none"> <li>Technology Director</li> <li>Admin Team</li> </ul>	<ul style="list-style-type: none"> <li>Time</li> </ul>	<ul style="list-style-type: none"> <li>District Budget</li> </ul>		X	X	<ul style="list-style-type: none"> <li>Reviewed student information system</li> <li>Recommendations for district upgrade</li> </ul>
Continue use of Atlas program to store district curriculum	<ul style="list-style-type: none"> <li>Continue upgrading district curriculum in Atlas</li> </ul>	<ul style="list-style-type: none"> <li>Curriculum Director</li> <li>Technology Director</li> </ul>	<ul style="list-style-type: none"> <li>Time</li> </ul>	<ul style="list-style-type: none"> <li>District Budget</li> </ul>	X	X	X	<ul style="list-style-type: none"> <li>All district curriculum stored in the cloud</li> </ul>

Georgetown Public Schools  
Technology Plan  
June 2015

Goal 2: Update current website and provide the capacity for individual teachers and administrators to maintain personal websites

Strategies	Action Steps	Person Responsible	Resources Needed	Funding Source	2016	2017	2018	Measurement
Upgrade district website	<ul style="list-style-type: none"> <li>Develop new site using WordPress</li> </ul>	<ul style="list-style-type: none"> <li>Communications and PR Committee</li> <li>Technology Director</li> <li>Superintendent</li> </ul>	<ul style="list-style-type: none"> <li>Website storage</li> </ul>	<ul style="list-style-type: none"> <li>District budget</li> </ul>	X			<ul style="list-style-type: none"> <li>New district site hosted online</li> </ul>
Encourage teachers to develop school-based websites	<ul style="list-style-type: none"> <li>Train teachers on functionality of new site</li> <li>Support development of new teacher web pages</li> </ul>	<ul style="list-style-type: none"> <li>Technology Director</li> <li>Tech staff</li> </ul>	<ul style="list-style-type: none"> <li>Rediker Teacher Portal</li> <li>Parent Portal</li> </ul>	<ul style="list-style-type: none"> <li>District Budget</li> </ul>	X			<ul style="list-style-type: none"> <li>Parents access student information</li> </ul>
Implement a WordPress blog for communications and two way interaction with the community	<ul style="list-style-type: none"> <li>Create a WordPress blog site attached to the district's new web site</li> </ul>	<ul style="list-style-type: none"> <li>Communications and PR Committee</li> <li>WordPress developer</li> <li>Technology Director</li> <li>Superintendent</li> </ul>	<ul style="list-style-type: none"> <li>WordPress hosting company</li> <li>Training time</li> <li>Funding</li> </ul>	<ul style="list-style-type: none"> <li>District Budget</li> </ul>	X	X		<ul style="list-style-type: none"> <li>Consistent two way communications on a variety of subjects through the Blog</li> </ul>

Georgetown Public Schools  
Technology Plan  
June 2015

Goal 3: Software and iOS apps acquisition program for instructional, productivity and administrative software

Strategies	Action Steps	Person Responsible	Resources Needed	Funding Source	2016	2017	2018	Measurement
Establish a protocol and criteria or the purchase of district software	<ul style="list-style-type: none"> <li>Implement Volume Purchase program</li> <li>Purchase software licenses as determined</li> </ul>	<ul style="list-style-type: none"> <li>Technology Director</li> <li>Curriculum Director</li> <li>Principals</li> <li>Vertical Teams</li> </ul>	<ul style="list-style-type: none"> <li>Funding</li> <li>iPads for Teachers</li> <li>Software</li> </ul>	<ul style="list-style-type: none"> <li>District Budget</li> </ul>	X			<ul style="list-style-type: none"> <li>iPads will have standard set of software</li> <li>District computer devices will have appropriate software licenses</li> </ul>
Train staff on use of apps and new software	<ul style="list-style-type: none"> <li>Set criteria for teacher training</li> <li>Support implementation of new software in classrooms</li> </ul>	<ul style="list-style-type: none"> <li>Technology Director</li> <li>Curriculum Director</li> <li>Special Education Director</li> <li>Principals</li> <li>Vertical Teams</li> <li>Student Help Desk</li> </ul>	<ul style="list-style-type: none"> <li>District Budget</li> <li>Contracted Trainers</li> <li>In-House Trainers</li> </ul>	<ul style="list-style-type: none"> <li>District Budget</li> </ul>	X	X	X	<ul style="list-style-type: none"> <li>All staff will be properly trained and implementing district software</li> </ul>