Richardton-Taylor School District
Technology Plan
2010-2013

Section 1. Richardton-Taylor School District Technology Planning Process

The Richardton-Taylor School District (RTSD) Technology Planning Team met during the 2010-2011 school year to identify, compile, and analyze information from a variety of pertinent sources and to generate the RTSD Technology Plan. Numerous factors were evaluated and careful consideration was given to identify the current state of technology at RTSD, develop a Vision Statement, and outline attainable and forward-looking goals as well as future Technology Plans.

Current Technology Planning Committee Members:

- Administrator: Mr. Brent Bautz
- Principals: Mr. Russell Ziegler, Ms. Janine Olson
- Technology Coordinators: Ms. Cindy Dohrmann, Mr. Jerry Aluise
- Teacher Representatives: Ms. Laura Messer, Ms. Rhonda Herauf , Ms. Deb Huffman.
- Community Members: Mr. Ralph Weisenberger, Mr. Reed Vaagen, Ms. Lea Floberg

Committee members analyzed the following data and resources:

- ND Library/Media Technology Standards
- North Dakota Education Standards
- ISTE Standards
- Local data sources.
- Online surveys and sources
- District Strategic Plan RTPSD

Using the results of these data, the committee selected the technology planning method to be used (North Dakota State Department Template), determined the criteria to be evaluated in the technology plan, and generated a list of prioritized technology issues to be researched. The committee evaluated the technology planning process and made recommendations on any changes or modifications required to augment the process.

In an effort to solicit comments, communicate plan components, and develop a common understanding of how technology impacts student achievement at RTSD, the committee distributed the technology plan to teachers, students, parents and community stakeholders:

- Presented and discussed at faculty meetings
- Published to the RTSD website
- Technology Plan was made available by request from the school
- The RTPSD follows Internet filtering guidelines set by StageNet and a list of Internet filter decisions is available on request

Section 2. Richardton-Taylor School District Vision Statement

In the Richardton-Taylor School District (RTSD), we believe technology is a fundamental tool in the classroom to support broad societal and academic goals, broaden the students learning experience, and provide a competitive advantage for our students as they enter today's workforce. We believe that technology education supports RTSD goals by promoting basic skills and content development, increasing innovative, creative, and higher-level thinking skills to solve authentic problems, and equips users with capabilities for future innovations and curriculum developments.

The RTSD technology plan integrates technology with educational goals, values and objectives that are pertinent to students and proven in classroom learning situations. Students benefit when educational technology is used to support challenging curricula and take advantage of advanced learning strategies such as collaborative learning, problem solving, critical thinking, and project-based learning. These learning strategies allow students to become active participants and managers of their own learning experience. Education technology is also an important tool for research, communicating, and sharing information, not only between teachers and students, but individuals as they progress in life situations.

The current vision and implementation for technology at RTSD is at a level that supports and sustains current learning practices but will demand ongoing support, modifications, and innovations for future requirements as technology advances and curricula changes. School board, administrators and educators at RTSD have proven to be leaders in education and adopting technology education as a fundamental part of the curriculum. They have provided continuous support and are willing to raise the bar to integrate technological excellence with academic excellence. They provide support, consistent funding for educators and the necessary means for training teachers, employing and training technical support staff and equipment replacement.

The vision at RTSD is in accordance with the vision, goals, requirements and purposes prescribed in the ND State Educational Technology Plan (NDSETP). The RTSD technology plan and vision is consistent with the ND Education Technology Council's mission of "coordinating the use and development of technology systems to enhance educational opportunities for elementary and secondary education," and the ND Information Technology Department's goal of "maximizing our technology investments through the adoption of a shared vision and spirit."

Section 3. Richardton-Taylor School District Overall Goal(s)

The primary goal of the North Dakota Education Technology Plan is to improve student achievement through the use of education technology in K-12 schools. Richardton-Taylor School District (RTSD) has developed additional goals and expectations to further enhance student achievement.

1. Enable educational staff to effectively integrate technology as an instructional tool into the K-12 curriculum.
2. Teachers will develop and coordinate instructional units in grades K-12 encouraging students to utilize technology for information sharing, communication, and developing quality products and outcomes.
3. Teachers will design and demonstrate technology-integrated lessons promoting students capability to research, evaluate, and organize information effectively.
4. Teachers will develop and implement practical, real world "problem-based" projects to engage the creativity of students, provide meaningful content, and enhance the learning experience.

Additionally, to facilitate these goals, the School Board, Administration and Educators are committed to:

1. Providing access to appropriate, reliable, and effective technology resources for all educators and students.
2. Providing professional development pathways for teachers and ongoing education to solidify expectations and processes to infuse technology in their curriculum.
3. Utilizing available resources including employing substitute teachers to encourage in-school support and/or training.
4. Augmenting compensation for special training on weekends, evenings, for attending summer conferences or online training.

An essential step to ensure student achievement in technology education is to provide training opportunities and the required resources to the teachers. Increasing the capability and proficiency of the teachers provides a framework for future growth, promotes a dynamic and adaptive learning environment, and results in long-term efficiencies in both the educational and administrative programs. Careful consideration on the amount and types of training and a rewards system for educators is needed to focus and integrate the curricula and create a more cohesive and comprehensive learning experience in the classroom. Educators will be trained and capable of providing all students with technology enriched learning opportunities leading to additional academic success.

District and building administrators play a key role in communicating the vision to stakeholders and are committed to setting expectations for carrying out the plan. Coordinated and consistent administrative functions and capability will be developed as a result of technology education goals in the classroom, school, and district. Creating a sound technology education program for students and teachers in the school combined with proper education, training, and support leads to increased proficiency levels and the likelihood of adapting new technology, whether it is educational or administrative. Educators are also encouraged to review and submit technological programs and/or hardware for evaluation.

At this time, RTSD provides appropriate and effective technology resources for all educators and students. We are continuing to develop additional curricula and promote technology usage within the school.

The school district and administrators support professional development for teachers during the school day utilizing substitute teachers and provides compensation for special training on weekends, evenings and summers. The district and administrators are ultimately responsible for providing the finances and opportunities for ensuring student achievement. The time line for this plan is ongoing, and is a priority as the budget is planned for each upcoming school year.

Section 4. Richardton-Taylor School District Strategies for Achieving the Goals Related to Three Key Areas.

A. Student Learning Opportunities and Academic Success

To ensure that students achieve their academic goals through the use of technology, the following must be in place:

- A shared vision of how technology is to be used in the school district.
- Access to an appropriate, reliable technological system and technology resources for all students and educators
- Require the standards for a basic business education curriculum to provide the necessary technology skills for student use.
- Proper teacher training in technology integration to ensure all educators will be proficient in the use and integration of technology
- Educators will provide all students with technology-rich learning opportunities
- Collaborate and integrate technology across curriculum as a normal, day-to-day function

To measure the impact that technology use is having on student achievement, the following should occur:

- In order to measure the impact, required curricula must be in place.
- Teachers can create and use rubrics to measure performance, proficiency and output at classroom level.
- Comparison to standards and peer review with other programs and achievement assessments.
- State and Federal educational proficiency testing.
- Develop challenging, integrated or progressively complex assignments for students
- Increased collaboration with other teachers and their respective curriculum.

The school improvement plan addresses integration of curriculum, incorporates new technologies, and identifies strategies to implement technology education. The improvement plan also outlines ongoing costs of training teachers, employing and training technical support staff, and equipment replacement or new acquisitions.

To ensure that all students are technologically prepared or "enabled" by the end of the eighth grade, elementary and junior high curriculum guidelines use the North Dakota Library/Technology Standards, ISTE Standards and NDEA Standards as the baseline and foundation for creating RTSD curriculum standards.

Local elementary and high school curricula offer outstanding programs in math, science, English, foreign language, technology, and history. Many other distance learning courses are available through current access on ITV and other Internet based educational programs. The many uses of the Internet as a research and learning tool in every curriculum ensures that our graduating students are ready to work and/or prepared for post-secondary education.

Student achievement results are available from educators, administrators, and counselors and from Power School (available through the school website). These results are related to respective parents at parent-teacher conferences, planned meetings, and upon individual request. Student achievement results are available to other community stakeholders as necessary.

The rationale to improve student achievement through the use of technology is clearly stated in the technology plan, goals, and visions. It is imperative students develop basic technology proficiency to equip themselves with skills that enhances the individual's marketability and prepare them for an information and technology-based society. Further, technology utilization will be more effective and enhance student achievement when educators are trained to use technology. Additional rationale and benefits include:

- Develop projects and assignments that build upon and challenge the students' technology skills and utilize their creative skills.
- Integrate projects that meet the demands of our students who have a variety of learning styles and capabilities.
- Require more problem solving and higher thinking skills through the use of classroom projects embracing technology.
- Train staff members to develop lesson plans, projects and assignments that use technology, utilize higher thinking and problem solving skills, differently learning styles and abilities.

Specific examples of technology implementation and student achievement include:

- Richardton-Taylor High School currently hosts and maintains its' own in-house web site at www.richardton-taylor.k12.nd.us
- Students create and maintain their own web pages on the web site beginning sophomore year and continuing through senior year.
- Streaming educational videos are available in every classroom at both the elementary and high schools.
- Atomic Learning
- Promethean Boards
- a collaborative distance learning environment utilizing ITV resources to provide and receive class instruction with other educational facilities. **(Installed 08/08)**
- Increased telecommunication and Internet bandwidth to accommodate growth in telecommunication and Internet connectivity through a state wide consortium contract (ND STAGEnet).

Some examples of planned future technology include:

- a move toward industry standard open-source software
- more emphasis on mobile technologies

Through these specific learning opportunities, students are able to link content and problem solving in order to access, evaluate and organize useful information. They are able to develop and communicate quality information and ideas using media standards and technology. They are able to demonstrate understanding of current technology and an appreciation for collaborative and independent learning for personal enrichment, and ethical, legal and social use.

The current vision and implementation for technology at RTSD is at a level that supports and sustains current learning practices. School board, administrators and educators at RTSD are committed to be leaders in education and adopt technology education as a fundamental part of the curriculum. They provide support, consistent funding for educators and the necessary means for training teachers, employing and training technical support staff.

B. **Technology Proficiency**

To assess the technology proficiency of individual educators,

Technology professional development is offered to educators at the school level, local level and state level. Some examples include:

- Local educators at RTSD participate in national and state leadership educational technology committees, including North Dakota Business Education Standards, North Dakota English/Language Arts Standards, North Dakota Library/Media Standards, Member of North Dakota Educational Telecommunications Council, Member of EduTech Planning Committees, Past Member of Compaq National Advisory Committee.
- State agencies such as EduTech offer state and regional training workshops to educators to improve their level of proficiency in basic skills as well as the application of technology in their respective curriculum.
- Educators are encouraged and supported as they attend the North Dakota TNT Technology Conference each summer for 2-4 days. At this conference, RTSD teachers participate and provide presentations and workshops.
- After-school and weekend workshops are designed according to the needs of the RTSD educators and taught at the local level by the technology coordinator or a contracted professional. Graduate credit is provided for teachers who take extension.

The school board, administrator and educators evaluate the professional development strategies yearly to determine changes and modifications. Policies and guidelines must be in place and enforced to require teachers to participate in a specified number of hours per year in technology training and implement technology in their curriculum/or classroom. Multi-media skills are integrated in our technology curriculum in an effort to meet the students' needs for more creativity in their overall education.

School board, administrators and educators agree that the opportunities for staff to attend state, regional and local training sessions are professional development practices that are currently effective and need to be continued. Teachers are provided release time to allow them the resources they need to develop curriculum and related-projects using the skills they learn at workshops and training sessions.

The majority of technology professional development training sessions focus on skills and practices that are standards-based. For example, training and support for Promethean Boards was provided by Connecting Point. EduTech supports ISTE standards, North Dakota State Curriculum Standards, and the requirements for the No Child Left Behind Act.

The school improvement plan addresses professional development training to ensure teachers have the support to incorporate new technologies in their curriculum.

Through the use of state and federal sponsored technology training, school board, administrators, educators and students are ensured that the technology training will be measurable, valuable, and effective because the training is professionally done. All administrators and educators will continue to be required to participate in technology training

to ensure proficiency in the use of technology to improve student achievement. Training will be ongoing as it has been for many years.

C. Access

Educational technology resources are accessible to all students through a WAN and LAN architecture. North Dakota STAGEnet provides Internet access to the school. Through the STAGEnet initiative, North Dakota provides a 10 MB line to all North Dakota high schools. The state will provide the support needed to make STAGEnet a stable and reliable tool for schools to use in teaching, communication, information sharing and administrative functions. E-rate provides discounted telephone access and funds for internal equipment. A Microsoft Windows Server 2003 network file server and a web server are provided on a LAN at the local school level. In addition, technology will be supported with networked computers, LCD projectors, scanners, printers, digital movie and digital cameras, VCR's, ITV, and interactive Promethean Boards. All labs are available before and after school with mandatory supervision. Students participating in speech, student congress and other activities requiring the use of Internet research are provided access on-demand with teacher supervision. SENDIT e-mail is available before and after school with mandatory supervision, and during classroom hours as part of academic work. Acceptable Use Policies are enforced for all administrators, educators and students.

STAGEnet upgrade Project
The State of North Dakota's Information Technology Department along with STAGEnet partners will continue to develop and enhance a statewide network to service its educational facilities. STAGEnet exists to provide a secure, reliable, and cost-effective network that has the scale and flexibility to support the convergence of data, voice, and video to meet and surpass the objectives of education. The STAGEnet upgrade project has delivered a much needed equipment refresh to the schools and update some of the core network equipment. This upgrade significantly increased the bandwidth available to the schools (minimum of 10MB) and with a minimal impact on cost. The initial upgrade for the educational sites was completed for the 2009-2010 school year.

Technology equipment is purchased on a yearly schedule. A rotation schedule is in place in an effort to provide the most up-to-date technology within a limited budget. Technology equipment is strategically placed throughout the school to ensure educators and students with on-demand accessibility.

Software and Hardware at Richardton-Taylor High School

Promethean Boards: Interactive boards are in place in all classrooms and labs.
Computer Lab: 26 Intel based computers – replacement of 10-20 computers every 3 to 4 years. This lab is used primarily for the computer, communication and software learning for classroom students, but machines are available throughout the day for out-of-classroom use.
Media Lab: 20 Intel based computers. This lab is used by teachers to bring classes for group projects and/or for student out-of-classroom use throughout the day.
Industrial Technology Lab: 20 Intel based computers – replacement of 3-5 computers every 3 to 4 years. This lab is used primarily for the industrial technology students, but machines are available throughout the day for out-of-classroom use. Federal funds are used to subsidize technology equipment in this vocational area.
Classroom Computers: Many classrooms have Intel based PC's for in-class projects and research.

Wireless Laptops: Several wireless laptops are available for students and educators to check out and use within the school building.

Providing each educator with an Intel based computer/CDROM/printer provides technology access to educators so they can use technology appropriately and successfully. The computer is exclusive to the teacher and all software, email, Internet access and necessary technology is included with the computer in their classroom or office. There are no time restrictions on the access to the computers for the teacher. All educator computers were also issued wireless laptops for use with Promethean Boards and software.

Access to the computer lab and media lab is available to parents, adults in the community and local businesses as requested. Adult education is available and offered as needed and upon request. The computer lab is available for community training and is available as needed and upon request.

Hardware
Intel based computer stations for student use – 72
Hardware for student use is purchased on a yearly basis. Technical specifications for purchasing the hardware are based on the most recent configurations available. For example, specs for the last 26 computers purchased are: P4-2.0GHz to 2.4GHz, 40Gig Hard Drive, 256MB RAM, 52x CD-ROM or CDRW, 10/100 Ethernet, sound card, built-in speakers, 17" LCD monitor, Windows XP Professional.

Intel based computers for teacher use – 1 per teacher
Scanners – 2
Digital Cameras – 4
Laser Printers – 19B/W, 2 Color
DeskJet Printers – 3 Colors
LCD projectors – 1 per classroom
VCR's – 1 per classroom
TV's with access to Internet based streaming educational video – 1 per classroom.
Promethean Boards – 1 per classroom
Laptops for Promethean Boards – 1 per board/teacher
ActiVotes, ActivExpressions hardware for Promethean Interactive Smart Boards

Student: Computer Ratio 2:1

Software
NWEA testing software,
Norton Anti-Virus Corporate Edition software on all computer workstations
Member of Microsoft Partnership Agreement since 1991
- Microsoft provides 30 copies of software to computer lab for training free of charge
- Microsoft Publisher
- Microsoft Office 2007 Professional Software – Network License
- Microsoft Office XP Professional Software

PhotoShop 5.5 – Network License
ESRI ArcView 3.3 GIS Analysis Software
Dreamweaver

Visual Basic 6.0
Adobe Acrobat
Accelerated Reader – Internet based
Internet Based Library Card Catalog with automated check-in/out hardware.
https://richardton-taylor.follettdestiny.com/common/servlet/presenthomeform.do?l2m=Home&tm=Home&l2m=Home
CAD Software
Some open-document based standard software including Open Office 3 and Google offerings.

Software and Hardware at Taylor-Richardton Elementary

Software:

PowerSchool, Microsoft Office 2007, Renaissance Learning, Reading A-Z, One More Story, NWEA testing software, Follett Destiny Library software, KidPix, and Ultrakey.

Hardware Compilation:

1 Windows 2003 server, 1 Mac G4 OS X server, 4 Apple Airport wireless base stations, 32 Intel based Dell computers, 19 Dell laptops, 16 black laser printers, 3 color laser printers, 12 Promethean boards with hub, slate, and wands, 1 Smart Board, 13 projectors, 1 set of 32 ActiVotes, 3 sets of 32 ActivExpressions, 11 televisions with VCR/DVD players, 4 Mac laptops, assortment of inkjet printers, 1 HP fax, 6 accelerated math scanners, 1 digital video camera and 1 digital still camera.

Student: Computer Ratio 2.25:1

Computer Lab: 21 Intel based Dell computers with Windows XP. Computers are replaced as needed (usually every 3 to 4 years) to maintain an up-to-date lab. All computers are available throughout the day for scheduled and non-scheduled classroom and staff use. The computer lab also has an Infocus projector, Promethean Board w/slate and hub, television w/VCR-DVD player, black laser network printer and a color laser network printer.

Title I Classroom: 3 Mac iBooks, 2 Dell laptops, and a color laser network printer.

Library: Dell Intel based computer, 5 eMacs, black laser network printer. Hardware for Follett library system.

Physical Education Department: Compaq PC with specialized device (TriFit 600) for recording and analyzing student data, plus a PC laptop and printer.

Classrooms: All classrooms have 1 Intel based Dell computer (Kindergarten has 2), 1 to 2 eMac computers, black laser network printers, Promethean Board with slate, hub and wand, and a television with VCR/DVD player.

Classroom educators are provided with necessary technology tools along with Internet access and email. Each classroom has a Promethean Board, slate, hub, and ActiVotes or ActivExpressions, a computer to television connection, and printers for student/teacher use. All classrooms are wired to the LAN and have wireless access to the 4 wireless base stations throughout TRE.

A local organization, PAWS (Parents Active With Schools), has been a key factor in raising funds for the purchase of technology needs at the elementary school.

RTSD Administration Software

Power School Integrated Software for Student Management

Software Unlimited Inc. Accounting Software for Budget Management

Careful attention is given to the capacity of the current hardware and software infrastructure in an effort to support appropriate educational usage by students, educators, and administrators. The goal for RTSD is to purchase a number of computers on a yearly basis in an effort to provide students with up-to-date hardware in their technology classrooms. Technical specifications for purchasing the hardware are based on the most recent configurations available. All versions of hardware and software are the current version at the time of process. Hardware is maintained for a three-year cycle and evaluated to determine proper placement in the school. The entire building and 100% of all computers at RTSD are wired for LAN/WAN connectivity.

Hardware, software, and educational technology infrastructure are budgeted each year, with approximately the same budget allowance expected from year to year. With declining enrollment and less tax dollars, spending cuts have been made at Richardton-Taylor Schools. Priority has been established for technology with an additional mill levy for technology. This mill levy was established to ensure sufficient funds for technology every school year. Federal grant dollars are an additional means of revenue for technology purchases.

Technology coordinators are hired at the elementary and secondary level by the school board and they are responsible for the support and the technical upkeep of hardware, software and administrative applications at their respective schools. A budget is presented to the coordinators each year and they are responsible for dispersing the dollars for hardware, software and training costs.

Hardware and software is evaluated, upgraded and maintained every year. The evaluation determines the need for the purchase of newer software versions to support curriculum or administration, and the recycling of computers within the building to ensure the use of the latest technology in our computer labs. Technology coordinators are responsible for technology purchases, and are responsible to ensure school's use of software is in compliance with the copyright laws.

Video resources, CDs, print material and other resources are included in library media and administration is responsible to ensure it is in compliance with copyright laws.

All forms of technology are accessible to administrators, educators, students and community. This accessibility is on going.

Technology plans are updated on a collaborative basis by the respective technology coordinators.

Section 5. Attachments

Hardware Inventory – Richardton-Taylor High School - Attached inventory.xls
Planning Year(s) Technology Budget
2009-2010 Budget
North Dakota Educational Technology Council STAGEnet and E-rate Reimbursement Letter

References:

North Dakota Education Technology Plan
North Dakota Guide for Effective Technology Use
Template for School Technology Planning
Tools for Teaching and Learning – 2003
North Dakota Education Technology Plan
North Dakota Library/Technology Standards
North Dakota Business/Office Education Standards
ISTE Standards

North Dakota
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Technology Plan Approval Notice

PLEASE NOTE: Attach This Notice to Your 2010-2013 School Technology Plan.
The Schools and Libraries Division (SLD) of the Universal Service Administration Company. (USAC) may ask for this information during the E-Rate approval process or during a site visit or program audit.

School Name: **Richardton-Taylor 34**

School Location: **320 Raider Road, Richardton, North Dakota, 58652**

Your current educational technology plan **is approved** until June 30, 2013 with the following stipulations:

1. Annually update your technology plan for any new technology initiatives (ex: wireless, videoconferencing, lab upgrades, cellular service, etc.)
2. Annually update your technology plan and inventory to reflect equipment and services purchased with E-Rate and non-E-Rate funding.
3. Annually update your technology plan budget identifying funds coming in and going out for technology and professional development, including any amount shown in the table below as "Local School Funds."
4. Annually update your technology plan regarding any administration, technology staff, and technology committee personnel changes.
5. Annually update your technology plan for any buildings added or closed.
6. Include this notice with your technology plan to ensure you have the following 2007-08 information available if requested by USAC.

Signature:

Dan Pullen
Director, ND Educational Technology Council

Date: 6/2/10

KEEP THIS LETTER FOR FIVE (5) YEARS.
Representatives from USAC may request to see this approval letter in a program audit of your school. File this letter with your E-Rate information.

NORTH DAKOTA
EDUCATIONAL TECHNOLOGY COUNCIL

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Important School Technology Plan Information

For Schools Participating in Applications for Universal Service Fund Discounts

PLEASE NOTE: Attach This Notice to Your School Technology Plan.

The Schools and Libraries Division (SLD) of the Universal Service Administration Company (USAC) may ask for this information during the E-Rate approval process or during a site visit or program audit.

School Name: **Richardton School District**

School Location: **PO Box 289 Richardton, ND**

Your current educational technology plan was approved last year and is approved until June 30, 2007 with the following stipulations:

1. Update your tech plan for any new technology initiatives (ex: wireless, cellular service, etc).
2. Update your tech plan to include equipment or services purchased with e-rate and non-e-rate funding.
3. Update your tech plan budget identifying funds coming in and going out for technology and professional development, including any amount shown in #6 below as "Local School Funds."
4. Update your tech plan regarding any administration, technology staff, and technology committee personnel changes.
5. Update your tech plan for any buildings added or closed.
6. Include this notice with your tech plan to ensure you have the following STAGEnet connectivity cost information available if requested by USAC. Please note that connectivity costs have changed this year based on the new STAGEnet contract that takes effect July 1, 2006.

Revenue:		Expenditures:	
E-rate Reimbursement	$9,967.20	STAGEnet Connectivity & Internet Access	$15,573.72
State General Funds	$5,606.52		
Local School Funds			

The tech plan updates stipulated above may be in the form of addendums and attachments. Based on these stipulations, your tech plan does not need to be resubmitted for approval.

Signature:

Contact information.

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