

CERTIFICATION OF SCHOOL TECHNOLOGY PLAN



PRESENTED TO
4580, Hanover Community School Corp
7/1/2014 - 6/30/2017
Approved 1st Update

The above referenced school corporation's technology plan is hereby certified for purposes of participation in the Universal Service Fund (USF) discount program. This means that the technology plan meets or exceeds the requirements set forth by the Schools and Libraries Division of the Universal Services Administrative Company (USAC).* The plan includes:

- Clear goals and a realistic strategy for using telecommunications and information technology to improve education;
- A professional development strategy that ensures staff know how to use the technologies to improve education;
- An assessment of the telecommunications services, hardware, software, and other services that will be needed to implement the strategy;
- Provisions for sufficient budget to acquire and maintain the hardware, software, professional development, and other services needed to implement the strategy; and
- Evaluation processes designed to monitor progress toward the specified goals and that allow mid-course corrections in response to developments and opportunities.

A handwritten signature in cursive script that reads "Joshua Towns".

Joshua Towns, Director of Information Technology

July 10, 2015



Primary Contact

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Section I: Goals, Strategies and Metrics

Introduction to Goals Strategies and Metrics:

The Hanover Community School Corporation is in a time of transition with increased reflection, study and action in regards to technology under the leadership of a new superintendent. What existed as a technology committee in the past has been upgraded to a technology design team and they are working on a vision for the technology and learning at HCSC. Unfortunately we must submit a new, three-year technology plan prior to making much progress in this process. As such, the mission, vision, goals, strategies and metrics in this plan may be a bit premature but do reflect the essence of the work done thus far.

Vision

To provide access, through the use of technology, to the tools that facilitate life-long learning, so that anyone can learn anything, from anywhere, and at any time.

Mission

HCSC integrates modern technology into the instructional process in order to develop students capable of creating, collaborating and connecting as digital citizens in the modern world.

In addition to the goals and strategies outlined in the plan, HCSC maintains their commitment to each of the following:

- 1) Technology competencies will be taught and/or demonstrated at each grade level, in order to develop students' basic computer usage, information gathering, problem solving, and information delivery/presentation skills (oral and written).*
- 2) Teachers and students will use computers, internet resources, and productivity software, including, but not limited to, word processing, spreadsheet, and presentation software to create, collaborate and connect.*
- 3) Students will participate in computer based testing for the purpose of gathering data associated with student progress in order to aid teachers in differentiating instruction across the curriculum.*
- 4) Students will have access to educational (Math, Science, Reading, Art, Language Arts, Social Studies) computer programs at various grade levels.*
- 7) Students will have access to distance learning opportunities through the use of the internet.*
- 8) Professional development opportunities that enhance technology and curriculum integration will be made available to the staff.*
- 9) Students will be required to demonstrate competency by high school graduation of the creating, collaboration and connecting skills needed to succeed as digital citizens in the modern world.*
- 10) Teachers will use document cameras, computers, tablets, internet resources, Smart Boards and projectors to provide educational opportunities that engage students in learning.*

Goal:

Establish an infrastructure and the hardware to support 1:1 implementation.

Strategies:

Tech design team meets monthly to determine

- a. What mobile learning devices will be used at each grade level*
- b. Which grade levels/teams/classes will pilot 1:1 prior to full roll out*
- c. What web 2.0 resources will best meet the needs of HCSC*
- d. At which grade levels the mobile devices will be available on site only and at which grade levels, if any, the students will have the devices for home use as well.*

IT staff will develop a plan to provide network access and support for the increased demand on network resources.

Metrics:

- Pilot classes/grade levels/ teams in place by Spring of 2015.*
- Web 2.0 resources provided and staff training underway during 2014-15 school year.*
- Primary/Intermediate implementation by 2015-16 school year.*
- Full Implementation by 2016-17 school year.*
- Bandwidth and other infrastructure upgrades keeping pace with the 1:1 roll out.*

Progress:

23 additional WAPs have been added. Bandwidth increased from 60 to 100. Instead of pilot classes we are adding 16 classroom sets of mobile devices, 6 at each elementary and 4 at the middle school. K-1 will have tablets and 2-8 will have Chrome books all of which will be in place for beginning of 2015-16 school year.

Goal:

Provide support and resources for technology integration in instruction that allows for students to develop the creating, collaboration and connecting skills expected of 21st century digital citizens.

Strategies:

- Identify and train staff in appropriate Web 2.0 resources*
- Determine a baseline for existing technology proficiencies.*
- Establish a professional development program that allows for individualized growth based on current levels of proficiency.*

Metrics:

- Web 2.0 resources provided and staff training underway during 2014-15 school year.*
- All staff members complete an appropriate technology proficiency assessment during the 2014-15 school year.*
- Each staff member is participating in an ongoing professional development process geared specific to their strengths and weaknesses determined by the proficiency assessment.*

Progress:

Tech survey has been used to identify staff leaders in technology to serve as local trainers. Eleven of those leaders were sent to the Indiana Google Education Summit for training around Google Apps, extensions and add-ons. Additional staff members sent to

Goal:

Facilitate the development of efficient and real-time data analysis of student learning through the use and support of a district data warehouse system.

Strategies:

Build an efficient and dynamic structure for data driven decision making:

- Provide a data warehouse, locally made or purchased product*
- Identify and secure a data specialist to oversee the process*
- Provide training on data analysis*
- Facilitate creation of data teams*
- Ensure data collection aligns to district goals*

Metrics:

Data specialist consultant in place for 2014-15.

Data Warehouse developed or purchased by Fall 2014.

Admin staff has identified the relevant data to include by Dec 2014.

All staff training in data analysis by Spring 2015 and ongoing.

Data teams established by Fall 2014.

Progress:

An assessment design team has been meeting regularly to decide what assessments and data will be most useful for tracking progress and growth. The next step is to decide on the best way to house and use this data.

Section II: Technology Budget

1. Are you applying for Category 2 E-Rate discounts in the upcoming year?
 - Yes
 - No

2. Has your school corporation established a School Technology Fund as required in IC 20-40-15-2?
 - Yes
 - No

3. Please estimate the expenditures planned in each category for all three years of the plan. Use whole dollar values.

	Original Plan					
	Capital Projects	Technology Fund	Textbook Funds	Grants	Other	Sub Total by Category
Salary	110680	0	0	0	0	110680
Hardware	8000	10000	0	0	0	18000
Software	6000	5000	0	0	0	11000
Professional Development (non salary; expenditures are required)	5000	1500	0	1500	0	8000
Telecommunications	0	1750	0	0	0	1750
Contract/Professional Services for Technology	207940	1750	0	0	0	209690
Sub Total by Source	337620	20000	0	1500	0	Total: 359120
% of Total By Source*	94%	6%	0%	0%	0%	

* Percentages could be slightly above or below 100% due to rounding of calculations

	1st Year Update					
	Capital Projects	Technology Fund	Textbook Funds	Grants	Other	Sub Total by Category
Salary	110680	0	0	0	0	110680
Hardware	8000	10000	0	0	200000	218000
Software	6000	5000	0	0	0	11000
Professional Development (non salary; expenditures are required)	5000	1500	0	1500	0	8000
Telecommunications	0	1750	0	0	0	1750
Contract/Professional Services for Technology	207940	0	0	0	0	207940
Sub Total by Source	337620	18250	0	1500	200000	Total: 557370
% of Total By Source*	61%	3%	0%	0%	36%	

* Percentages could be slightly above or below 100% due to rounding of calculations

	2nd Year Update					
	Capital Projects	Technology Fund	Textbook Funds	Grants	Other	Sub Total by Category
Salary	110680	0	0	0	0	110680
Hardware	8000	10000	0	0	0	18000
Software	6000	5000	0	0	0	11000
Professional Development (non salary; expenditures are required)	5000	1500	0	1500	0	8000
Telecommunications	0	1750	0	0	0	1750
Contract/Professional Services for Technology	207940	0	0	0	0	207940
Sub Total by Source	337620	18250	0	1500	0	Total: 357370
% of Total By Source*	94%	5%	0%	0%	0%	

** Percentages could be slightly above or below 100% due to rounding of calculations*

Budget Summary by Category

	2011-2012	2012-2013	2013-2014
Salary	\$110,680.00	\$110,680.00	\$110,680.00
Hardware	\$18,000.00	\$218,000.00	\$18,000.00
Software	\$11,000.00	\$11,000.00	\$11,000.00
Professional Development (non salary; expenditures are required)	\$8,000.00	\$8,000.00	\$8,000.00
Telecommunications	\$1,750.00	\$1,750.00	\$1,750.00
Contract/Professional Services for Technology	\$209,690.00	\$207,940.00	\$207,940.00
Total	\$359,120.00	\$557,370.00	\$357,370.00

Budget Summary by Source

	2011-2012	2012-2013	2013-2014
Capital Projects	337620	337620	337620
Technology Fund	20000	18250	18250
Textbook Fund	0	0	0
Grants	1500	1500	1500
Other	0	200000	0
Total	359,120.00	557,370.00	\$357,370.00

Jane Ball Elementary School

Goal:

Establish an infrastructure and the hardware to support 1:1 implementation.

Strategies:

Tech design team meets monthly to determine

a. What mobile learning devices will be used at each grade level

b. Which grade levels/teams/classes will pilot 1:1 prior to full roll out

c. What web 2.0 resources will best meet the needs of HCSC

d. At which grade levels the mobile devices will be available on site only and at which grade levels, if any, the students will have the devices for home use as well.

IT staff will develop a plan to provide network access and support for the increased demand on network resources.

Metrics:

Pilot classes/grade levels/ teams in place by Spring of 2015.

Web 2.0 resources provided and staff training underway during 2014-15 school year.

-Primary/Intermediate implementation by 2015-16 school year.

Full Implementation by 2016-17 school year.

Bandwidth and other infrastructure upgrades keeping pace with the 1:1 roll out.

Progress:

Two classroom sets of tablets and four classroom sets of Chrome books will be in place Fall 2015. 13 additional WAPs installed.

Goal:

Provide support and resources for technology integration in instruction that allows for students to develop the creating, collaboration and connecting skills expected of 21st century digital citizens.

Strategies:

Identify and train staff in appropriate Web 2.0 resources

Determine a baseline for existing technology proficiencies.

Establish a professional development program that allows for individualized growth based on current levels of proficiency.

Metrics:

Web 2.0 resources provided and staff training underway during 2014-15 school year.

All staff members complete an appropriate technology proficiency assessment during the 2014-15 school year.

Each staff member is participating in an ongoing professional development process geared specific to their strengths and weaknesses determined by the proficiency assessment.

Progress:

Three staff members attended the Indiana Google Apps for Education Summit.

Goal:

Facilitate the development of efficient and real-time data analysis of student learning through the use and support of a district data warehouse system.

Strategies:

Build an efficient and dynamic structure for data driven decision making:

- Provide a data warehouse, locally made or purchased product

- Identify and secure a data specialist to oversee the process

- Provide training on data analysis

- Facilitate creation of data teams

- Ensure data collection aligns to district goals

Metrics:

Data specialist consultant in place for 2014-15.

Data Warehouse developed or purchased by Fall 2014.

Admin staff has identified the relevant data to include by Dec 2014.

All staff training in data analysis by Spring 2015 and ongoing.

Data teams established by Fall 2014.

Progress:

School Level Implementation

With a mostly new administration committed to technology integration and recent addition of a technology design team it is too early to speak definitely about what tools will be available and how it will be used. With the 1:1 implementation different types of devices may be used at different grade levels and it is likely that some grades will be able to take the devices home while other may not. It is our plan to have students using appropriate technologies to develop 21st century digital literacy skills allowing them to create, collaborate and connect.

HCSC is also committed to providing the training needed to support the teachers in providing technology integrated instruction that helps prepare our students to be digital citizens in the modern world. With the Technology Design Team in its infancy, it is too early to specify the exact nature of that training but it will likely include a combination of release-time in-service during the school year, summer sessions and online individualized instructional modules.

Lincoln Elementary School

Goal:

Establish an infrastructure and the hardware to support 1:1 implementation.

Strategies:

Tech design team meets monthly to determine

- a. What mobile learning devices will be used at each grade level*
- b. Which grade levels/teams/classes will pilot 1:1 prior to full roll out*
- c. What web 2.0 resources will best meet the needs of HCSC*
- d. At which grade levels the mobile devices will be available on site only and at which grade levels, if any, the students will have the devices for home use as well.*

IT staff will develop a plan to provide network access and support for the increased demand on network resources.

Metrics:

*Pilot classes/grade levels/ teams in place by Spring of 2015.
Web 2.0 resources provided and staff training underway during 2014-15 school year.
-Primary/Intermediate implementation by 2015-16 school year.
Full Implementation by 2016-17 school year.
Bandwidth and other infrastructure upgrades keeping pace with the 1:1 roll out.*

Progress:

Ten additional WAPs installed. Two classroom sets of tablets and four classroom sets of chrome books will be in place for Fall 2015.

Goal:

Provide support and resources for technology integration in instruction that allows for students to develop the creating, collaboration and connecting skills expected of 21st century digital citizens.

Strategies:

*Identify and train staff in appropriate Web 2.0 resources
Determine a baseline for existing technology proficiencies.
Establish a professional development program that allows for individualized growth based on current levels of proficiency.*

Metrics:

*Web 2.0 resources provided and staff training underway during 2014-15 school year.
All staff members complete an appropriate technology proficiency assessment during the 2014-15 school year.
Each staff member is participating in an ongoing professional development process geared specific to their strengths and weaknesses determined by the proficiency assessment.*

Progress:

Three staff members were part of the technology team that attended the Google Apps for Education Indiana Summit.

Goal:

Facilitate the development of efficient and real-time data analysis of student learning through the use and support of a district data warehouse system.

Strategies:

Build an efficient and dynamic structure for data driven decision making:

- Provide a data warehouse, locally made or purchased product*
- Identify and secure a data specialist to oversee the process*
- Provide training on data analysis*
- Facilitate creation of data teams*
- Ensure data collection aligns to district goals*

Metrics:

*Data specialist consultant in place for 2014-15.
Data Warehouse developed or purchased by Fall 2014.
Admin staff has identified the relevant data to include by Dec 2014.
All staff training in data analysis by Spring 2015 and ongoing.
Data teams established by Fall 2014.*

Progress:

School Level Implementation

With a mostly new administration committed to technology integration and recent addition of a technology design team it is too early to speak definitely about what tools will be available and how they will be used. With the 1:1 implementation different types of devices may be used at different grade levels and it is likely that some grades will be able to take the devices home while other may not. It is our plan to have students using appropriate technologies to develop 21st century digital literacy skills allowing them to create, collaborate and connect.

HCSC is also committed to providing the training needed to support the teachers in providing technology integrated instruction that helps prepare our students to be digital citizens in the modern world. With the Technology Design Team in its infancy, it is too early to specify the exact nature of that training but it will likely include a combination of release-time in-service during the school year, summer sessions and online individualized instructional modules.

Hanover Central Middle School

Goal:

Establish an infrastructure and the hardware to support 1:1 implementation.

Strategies:

Tech design team meets monthly to determine

- a. What mobile learning devices will be used at each grade level*
- b. Which grade levels/teams/classes will pilot 1:1 prior to full roll out*
- c. What web 2.0 resources will best meet the needs of HCSC*
- d. At which grade levels the mobile devices will be available on site only and at which grade levels, if any, the students will have the devices for home use as well.*

IT staff will develop a plan to provide network access and support for the increased demand on network resources.

Metrics:

*Pilot classes/grade levels/ teams in place by Spring of 2015.
Web 2.0 resources provided and staff training underway during 2014-15 school year.
-Primary/Intermediate implementation by 2015-16 school year.
Full Implementation by 2016-17 school year.
Bandwidth and other infrastructure upgrades keeping pace with the 1:1 roll out.*

Progress:

Four classroom sets of Chrome books will be in place for the Fall of 2015.

Goal:

Provide support and resources for technology integration in instruction that allows for students to develop the creating, collaboration and connecting skills expected of 21st century digital citizens.

Strategies:

*Identify and train staff in appropriate Web 2.0 resources
Determine a baseline for existing technology proficiencies.
Establish a professional development program that allows for individualized growth based on current levels of proficiency.*

Metrics:

*Web 2.0 resources provided and staff training underway during 2014-15 school year.
All staff members complete an appropriate technology proficiency assessment during the 2014-15 school year.
Each staff member is participating in an ongoing professional development process geared specific to their strengths and weaknesses determined by the proficiency assessment.*

Progress:

Two staff members were part of the team attending the Indiana Google Apps for Education Summit.

Goal:

Facilitate the development of efficient and real-time data analysis of student learning through the use and support of a district data warehouse system.

Strategies:

Build an efficient and dynamic structure for data driven decision making:

- Provide a data warehouse, locally made or purchased product*
- Identify and secure a data specialist to oversee the process*
- Provide training on data analysis*
- Facilitate creation of data teams*
- Ensure data collection aligns to district goals*

Metrics:

*Data specialist consultant in place for 2014-15.
Data Warehouse developed or purchased by Fall 2014.
Admin staff has identified the relevant data to include by Dec 2014.
All staff training in data analysis by Spring 2015 and ongoing.
Data teams established by Fall 2014.*

Progress:

School Level Implementation

With a mostly new administration committed to technology integration and recent addition of a technology design team it is too early to speak definitely about what tools will be available and how they will be used. With the 1:1 implementation different types of devices may be used at different grade levels and it is likely that some grades will be able to take the devices home while other may not. It is our plan to have students using appropriate technologies to develop 21st century digital literacy skills allowing them to create, collaborate and connect.

HCSC is also committed to providing the training needed to support the teachers in providing technology integrated instruction that helps prepare our students to be digital citizens in the modern world. With the Technology Design Team in its infancy, it is too early to specify the exact nature of that training but it will likely include a combination of release-time in-service during the school year, summer sessions and online individualized instructional modules.

Hanover Central High Sch

Goal:

Establish an infrastructure and the hardware to support 1:1 implementation.

Strategies:

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a. What mobile learning devices will be used at each grade level

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c. What web 2.0 resources will best meet the needs of HCSC

d. At which grade levels the mobile devices will be available on site only and at which grade levels, if any, the students will have the devices for home use as well.

IT staff will develop a plan to provide network access and support for the increased demand on network resources.

Metrics:

Pilot classes/grade levels/ teams in place by Spring of 2015.

Web 2.0 resources provided and staff training underway during 2014-15 school year.

-Primary/Intermediate implementation by 2015-16 school year.

Full Implementation by 2016-17 school year.

Bandwidth and other infrastructure upgrades keeping pace with the 1:1 roll out.

Progress:

Goal:

Provide support and resources for technology integration in instruction that allows for students to develop the creating, collaboration and connecting skills expected of 21st century digital citizens.

Strategies:

Identify and train staff in appropriate Web 2.0 resources

Determine a baseline for existing technology proficiencies.

Establish a professional development program that allows for individualized growth based on current levels of proficiency.

Metrics:

Web 2.0 resources provided and staff training underway during 2014-15 school year.

All staff members complete an appropriate technology proficiency assessment during the 2014-15 school year.

Each staff member is participating in an ongoing professional development process geared specific to their strengths and weaknesses determined by the proficiency assessment.

Progress:

One staff members was part of the team attending the Indiana Google Apps for Education Summit.

Goal:

Facilitate the development of efficient and real-time data analysis of student learning through the use and support of a district data warehouse system.

Strategies:

Build an efficient and dynamic structure for data driven decision making:

- Provide a data warehouse, locally made or purchased product

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