

Coweta County School System

Newnan, Georgia



Three-Year Technology Plan

July 1, 2014 – June 30, 2017

Superintendent

Dr. Steve Barker

Components for System-Level Technology Plan

I. Vision for Technology Use

The vision of the Coweta County School System is to ensure the success of each student. Classrooms that include interactive whiteboards and/or slates, student response systems, and web based learning can significantly enhance both the teaching and learning processes. Such equipment will provide an environment for quality differentiated instruction. The effective use of technology for the purpose of information acquisition, retrieval, manipulation, distribution, storage, and the enhancement of student learning is an integral part of the vision of the Technology Services Department.

a. District Mission/ Vision and Access

- Provide a strong infrastructure to facilitate the use of the current and future technology
- Provide a cyber-safe environment for students when using the Internet
- Provide modern computers for staff and students
- Provide interactive technology for classrooms which support curriculum standards
- Provide software for staff and students which enhances current district strategic plan
- Provide management/analytical processes that support data driven decisions
- Provide parents and students with real time information about their progress through the use of web and mobile connectivity
- Promote integration of new technologies
- Provide staff training to implement, fully utilize, and measure the effectiveness of technologies
- Support those areas of the districts strategic plan that require the use of current technologies in the classrooms or virtual environment

II. Current Reality

Technology is utilized across our district in numerous formats. Instructional uses of technology continue to expand. All classroom teachers have access to a computer, printer, and/or network copier. Microsoft Office software is installed on each computer. In addition, there is at least one computer lab available in each school. Elementary and middle schools utilize Renaissance Learning products. Some schools have used PTO funds and/or grants to purchase software packages like Education City, BrainPOP, and Study Island. The district purchased IXL Math for kindergarten-fifth grade and Study Island for sixth-eighth grades to aid in our math initiative. In addition the district purchased Destiny Library Manager for media centers allowing teachers and students continuous access to library resources.

All employees have access to the Employee Intranet. The Intranet provides secure access to for quick dissemination of current strategies. The creation of the curriculum portion of the Intranet provides teachers with up-to-date curriculum data, information, teaching resources, current trends, and lesson plans/activities based on the grade level/content standards. The use of the Edgenuity virtual classroom internet based instructional material has provided a means to continue to provide diversified instruction to fit the needs of selected students. The district has also increased the use of virtual classrooms through the Georgia Virtual School from the Georgia Department of Education. This provides a means for students to complete classes that may not be able to meet as a regularly scheduled class in our brick and mortar environment. Bring Your Own Technology (BYOT) is being integrated in every school to encourage hands-on use by ALL students.

Administrative uses of technology

The administration and clerical staff use technology daily to complete tasks necessary for district operations. All personnel in schools and the central office use:

- Email to communicate with parents and staff
- Microsoft Office Suite
- Multimedia presentations
- Blackboard software for interactive presentations/professional development
- Internet
- Employee Intranet
- Student Information System (Infinite Campus) is used by all teachers for attendance and grade reporting. The administrative staff uses IC to compile and analyze local, state, and federal student reports to support discipline, attendance, TKES/LKES, CCRPI, and other data driven decisions. All student class scheduling is accomplished utilizing this software. Students also access Student Portal to aid in their tracking and planning of their educational needs.
- In addition to each school having its own website, many teachers maintain a site providing up-to-date information for students, parents and the community.
- Administrators use a rapid call system to notify parents of attendance, discipline and emergency issues pertinent to their students.
- All employees also have access to the District CabNet system which is a means for Human Resources and Finance to keep

all employees informed of their district paperwork. This system also provides a way to do paperless work flow on some previous hard copy documents.

- The Edmodo Communication Program provides a safe and easy way for classes to connect and collaborate, share content and access home work.

Parent/Community Uses of Technology

The community of Coweta County and parents of students who attend the district schools are important stakeholders in every aspect of the school system. The system hosts a web site that is updated with current information for both parents, students, and the community. The following can be found on www.cowetaschools.org:

- Press releases from the Public Information Department
- Links to local, state, and federal programs
- Information for new stakeholders which includes registration information, attendance information, individual school websites, Student/Parent Handbooks
- Board Policy Manual
- Employee email directory
- Administrative directory
- Access to Infinite Campus Parent Portal
- Parent perception surveys (at specific times based on district initiatives)

Our school district continues to assess best practices and new innovations to seek continuous improvement in our services to all stakeholders. Technology is not only a tool to allow us to make these assessments, but it is also our vehicle for analysis problem-solving and communication.

a. Access to Technology/Data Sources

The Coweta County School System provides high-level, engaging work for all learners and leaders to meet the needs of all stakeholders. In order to gauge the needs of our stakeholders, we utilize a number of data and technology sources. These include:

- GA DOE Annual Technology Inventory and Assessment
- KACE Inventory/Workflow Management System
- District Website Usage Data
- Infinite Campus Student Information System
- Student Longitudinal Data System (SLDS)
- Teacher Keys Effectiveness System (TKES)
- Leader Keys Effectiveness System (LKES)
- College and Career Ready Performance Index (CCRPI)
- Perception Survey data (teachers, administrators, classified employees, community members, parents)
- Technology Inventory Survey (results are listed below:)

Component	2010 - 2011	2012 - 2013
Student Population	22,560	22,691
# of Schools with High Speed Internet Connection	28	28
Type of District Connection	1gb Ethernet	1gb Ethernet
Total Classrooms	1381	1394
Total % of Classrooms with High-Speed Internet Access	100	100
Total Student Instructional Computers	1876	7,520
Students per Instructional Computers	12.79	3.02
Number of schools implementing BYOT initiative	6	31
Administrative Computers	515	525
Internet Safety Training	None	All users completed

- Kace Management Center – Technology Work Order Database that monitors progress on work orders and requests made to our technology department. The ticket summary includes:

Ticket Summary July 1, 2013 to April 1, 2014	
# of Tickets Created by Staff	7,018
# of Technology Tickets Created	9,368

b. Technology Use

- Provide student/teacher access to interactive technology for every classroom
- Provide upgraded technologies in learning environments to meet the needs of the District Strategic Plan
- Provide professional learning for successful integration of new technologies into classrooms
- Provide professional learning for locally utilized assessment programs; i.e. ExamView, OAS, SLDS
- Develop processes to measure effectiveness of technology integration in student learning

c. Gap Analysis	Available Technology Access <input type="checkbox"/> Wireless at All Schools <input type="checkbox"/> Teacher Workstations <input type="checkbox"/> Student Computer Labs <input type="checkbox"/> Instructional Tools	Needed Technology Access <input type="checkbox"/> Rosetta Stone (EL) <input type="checkbox"/> Additional Technology Hardware to accommodate Students with Disabilities <input type="checkbox"/> Additional Technology tools for assessment during student evaluations for services (IPADs) <input type="checkbox"/> Increased wireless to home of students
	<p>Survey data and community access data reflect that many of our economically disadvantaged students remain without technology tools and/or wireless access in their homes.</p>	

Goals, Strategies, and Benchmarks

The following charts provide the districts goals, benchmarks, and evaluation plan. Materials will be purchased and distributed equitably as local and district funding is made available. All purchases must go through the bidding process as determined by local policy.

Access to Technology				
Goal: Continue to support and provide modern infrastructure, hardware, and software to assure access for all employees and students.				
Strategies	Benchmark	Evaluation Plan	Budget	Responsibility List
Upgrade lab and research workstations	2014-2017	<ul style="list-style-type: none"> ▪ Annual State Technology Inventory ▪ Annual Work Progress Summary 	<ul style="list-style-type: none"> • Need 3,000 computers total • Total expenditures \$2,400,000 	<ul style="list-style-type: none"> ▪ Technology Services Director
Upgrade network infrastructure in support of GaDOE "Technology to Support Digital Learning" grant	2014 - 2017	<ul style="list-style-type: none"> ▪ Progress through grant tiers 	<ul style="list-style-type: none"> • Budgeted though GaDOE Reimbursement • Cost incurred during installation/training • Up to \$5.1 million 	<ul style="list-style-type: none"> ▪ Technology Services Director
Upgrade current telecommunications environment to utilize more recent technologies.	<ul style="list-style-type: none"> • Implementation of VOIP communications during site renovations 	<ul style="list-style-type: none"> • Annual State Technology Inventory • Annual Work Progress Summary 	<ul style="list-style-type: none"> • To be included in renovation funding process. 	<ul style="list-style-type: none"> ▪ Technology Services Director
Continue to maintain/upgrade wireless infrastructure to ensure fastest and most reliable connectivity.	2014 - 2017	<ul style="list-style-type: none"> ▪ Annual State Technology Inventory ▪ Annual Work Progress Summary 	<ul style="list-style-type: none"> • Integrate into practice on a yearly basis subject to funding availability. • To be included in renovation funding process. 	<ul style="list-style-type: none"> ▪ Technology Services Director
Establish minimum WAN specifications on additional purchases for infrastructure growth.	Create and maintain approved parts list for LAN/WAN upkeep and maintenance.	<ul style="list-style-type: none"> ▪ Annual State Technology Inventory 	<ul style="list-style-type: none"> • Integrate into practice on a yearly basis subject to funding availability. • To be included in renovation funding process. 	<ul style="list-style-type: none"> ▪ Technology Services Director

Instructional uses of technology				
Goal: To improve student academic performance through the integration of curriculum and technology.				
Strategies	Benchmark	Evaluation Plan	Budget	Responsibility List
Provide training for all staff/students on ethics in a digital world	2014-2017	<ul style="list-style-type: none"> ▪ SIS documentation ▪ Student survey ▪ AUP/Ethics agreement 	<ul style="list-style-type: none"> • Utilize on-line approved training 	<ul style="list-style-type: none"> ▪ Curriculum Directors
Increase technology available at schools through a system matching initiative	2014-2017	<ul style="list-style-type: none"> ▪ Annual State Technology Inventory ▪ Inventory of technology purchased through matching funds 	<ul style="list-style-type: none"> • \$1,000 per school per year matching technology grant. Will match school effort up to \$1,000 on technology meeting system criteria 	<ul style="list-style-type: none"> ▪ Technology Services Director
Increase online instructional opportunities for students (i.e. virtual classes, software) to improve course pass rates and graduation rate	2014-2017	<ul style="list-style-type: none"> ▪ Measure course pass rate annually ▪ Measure graduation rate annually 	<ul style="list-style-type: none"> • Cost incurred during infrastructure upgrade (See Access to Technology) 	<ul style="list-style-type: none"> ▪ Technology Services Director ▪ Curriculum Directors
Upgrade software to meet	2014 - 2017	<ul style="list-style-type: none"> ▪ Annual State Technology 	<ul style="list-style-type: none"> • Integrate into practice 	<ul style="list-style-type: none"> ▪ Technology Services

current/future curriculum needs		Inventory	on a yearly basis subject to funding availability.	Director
Increase student BYOT (Bring Your Own Technology) program to improve engagement	2014-2017	<ul style="list-style-type: none"> ▪ Course pass rates/usage ▪ BYOT Implementation Schedule 	No cost to district	<ul style="list-style-type: none"> ▪ Technology Services Director ▪ Technology Committee

Administrative Uses of Technology

Goal: To increase administrative uses of technology.

Strategies	Benchmark	Evaluation Plan	Budget	Responsibility List
Provide modern web based student information system that contains extensive data mining tools to make data driven instructional decisions.	Utilization of all SIS modules in elementary, middle, and high school	<ul style="list-style-type: none"> ▪ Usage in each school 	100% District Funds Maintenance fee	<ul style="list-style-type: none"> ▪ Technology Services Director
Provide support for lunch managers to have adequate hardware and software to support modern management applications and procedures.	Utilization and training of software	<ul style="list-style-type: none"> ▪ Usage in each school cafeteria 	100% Federal School Nutrition Funds	<ul style="list-style-type: none"> ▪ Technology Services Director ▪ Directory of Food Services
Provide and maintain up-to-date district and local information through a secure employee Intranet.	Update as required Training at school level Expand scope to include all departments	<ul style="list-style-type: none"> ▪ Intranet usage records 	No cost to district	<ul style="list-style-type: none"> ▪ Technology Services Director
Provide expanded use of Ready Reports, Online Assessment System website, ExamView, SLDS, and other electronic resources to manage and evaluate student progress.	Increase usage by 30%	<ul style="list-style-type: none"> ▪ Purchase of site ▪ Usage 	100% District Funds Maintenance fee	<ul style="list-style-type: none"> ▪ Technology Services Director

Parent/Community Uses of Technology

Goal: Utilize technology as a medium to create an interactive partnership between the school system and parents, community, industry, and business partners.

Strategies	Benchmark	Evaluation Plan	Budget	Responsibility List
Utilize social networking applications for instruction and for communication in order to serve stakeholders	2014-2017	<ul style="list-style-type: none"> ▪ Course pass rates/usage 	Policy review and adjustment to permit pilot efforts during 2014-2017 and system-wide efforts during following years	<ul style="list-style-type: none"> ▪ Technology Services Director ▪ Directors of Curriculum
Provide up-to-date information to parents and community through the school system Internet and local school Internets.	Update as required	<ul style="list-style-type: none"> ▪ Internet usage records 	District Funds Local Funds \$2,000 per year	<ul style="list-style-type: none"> ▪ Technology Services Director ▪ Webmaster ▪ Public Relations Officer
Maintain a secure parent portal so that parents/guardians may access student records and information	2014-2017	<ul style="list-style-type: none"> ▪ Parent Portal usage records 	Free integral module of Infinite Campus	<ul style="list-style-type: none"> ▪ Technology Services Director
Maintain a secure student portal so that students may access class schedules and assignments for effective course completion	2014-2017	<ul style="list-style-type: none"> ▪ Student Portal usage records 	Free integral module of Infinite Campus	<ul style="list-style-type: none"> ▪ Technology Services Director
Provide parent online tutorials in content areas in order to assist parents in providing assistance to their child	2014-2017	<ul style="list-style-type: none"> ▪ Tutorial samples from 10% of staff ▪ Parent usage data 	100% District Funds Maintenance fee	<ul style="list-style-type: none"> ▪ Technology Services Director ▪ Directors of Curriculum

System Readiness for Technology

Goal: Redesign processes and structures to take advantage of the power of technology to improve learning outcomes while making more efficient use of time, money, and staff.

Strategies	Benchmark	Evaluation Plan	Budget	Responsibility List
Review and revise existing policies in order to improve processes and structures for	2014-2017	<ul style="list-style-type: none"> ▪ Policy reviews ▪ Adopted CCBOE Policies 	Resource: Policy review and adjustment to permit pilot efforts during 2014-2017 and	<ul style="list-style-type: none"> ▪ Technology Committee

technology uses and BYOT implementation			system-wide efforts during following years	
Increase data management personnel at schools	2014-2017	<ul style="list-style-type: none"> ▪ Increase efficiency of data integrity ▪ Principal sign-off for data integrity 	District Funds	<ul style="list-style-type: none"> ▪ Technology Services Director ▪ Comptroller
Increase technology support staff to support emerging technologies	2014 - 2017	<ul style="list-style-type: none"> ▪ Consistent reliability of current/future technologies 	District Funds	<ul style="list-style-type: none"> ▪ Technology Services Director ▪ Comptroller

III. Communication and Marketing

Successful communication about the progress of the Coweta County Schools System is important for good community relations on a continuing basis. The System's Public Information Officer uses the web site, Employee Intranet, eBoard site, local cable programming channel, and the local newspapers to ensure all Coweta communities are informed of how students, schools, school board and district administration are supported. The Technology Services Department routinely works with the Public Information Office to ensure timely posting of information and items. One essential tool utilized for timely announcements and emergency notification is the mass phone call service OneCall. In addition, each school maintains a web site, produces their own closed circuit television programs, and distributes electronic or print newsletters to parents and students.

a. Communication/ Marketing	<p>Communication is also enhanced between the district and its stakeholders through on-line surveys done annually. The district maintains the survey instrument Zoomerang which allows any program or school within the district to develop surveys as required. Response analysis assists the district in measuring success with program modifications, improve stakeholder communications and assess community perceptions.</p> <p>Additionally, all programs have monthly meetings to get appropriate input from those served and to share program information.</p>
b. Integration/ coordination with long-range planning initiatives	<p>A Technology Committee consisting of the superintendent, the assistant superintendent, curriculum directors, information technology personnel, principals, and financial advisors meets monthly to review the technology portion of the strategic plan, ensure budgeting issues are identified and addressed, and to ensure the district's vision for technology use and integration are clearly outlined as part of the strategic planning process. The planning process includes representatives from all departments in an effort to increase success among all stakeholders.</p>

IV. Professional Development

Each year, Coweta County conducts a needs assessment survey seeking input from all certified teachers, paraprofessionals and administrators. Feedback from these surveys, student achievement data and areas of focus from our strategic plan are used to develop and provide professional learning. Our strategic plan outlines specific areas of professional learning that will be emphasized across the district by year. In addition, teachers participate in a self-assessment at the beginning of each year and develop an individual goal plan to share their professional learning needs with an administrator. Resources and funds are utilized to provide learning opportunities and learning communities to employees. In addition, board members and other groups of employees (maintenance, custodians, clerical, etc.) are provided learning opportunities to enhance their job performance and knowledge base. All employees and students participate in cyber safety training. Cyber Safety practices are also share with parents.

a. Professional Development	<p>Coweta County School System emphasizes and provides training for teachers on research-based strategies such as differentiation, higher order thinking, student goal setting and content mastery of standards. Technology is an included component in our training sessions as a vehicle to provide the instructional practices. Our professional learning sessions include mixed formats such as face-to-face sessions; online learning through webinars, videos and even remote desktop training one-on-one. The district is working on an online professional learning library that will be accessible to all employees. Coweta's professional learning includes elements of the seven national professional learning standards:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Involvement in LEARNING COMMUNITIES <input type="checkbox"/> RESOURCES allotted to professional learning opportunities to increase educator effectiveness (Resources and funding areas include state funds, federal funds, local funds)
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	<p>and grant funds)</p> <ul style="list-style-type: none"> <input type="checkbox"/> A focus on many types of DATA to evaluate and plan professional learning <input type="checkbox"/> LEARNING DESIGNS that provide differentiated ways to meet the needs of all learners <input type="checkbox"/> LEADERSHIP to develop and sustain support of IMPLEMENTATION of professional learning <input type="checkbox"/> Analysis of OUTCOMES aligning professional learning with educator performance, content standards of the curriculum and student achievement. <p style="text-align: center;"><i>(Standards for Professional Learning from Learning Forward and MetLife2013)</i></p>
b. Specific examples of Professional Learning Opportunities in Technology	<ul style="list-style-type: none"> <input type="checkbox"/> Apps and websites that can be used to differentiate instruction and assessment <input type="checkbox"/> Apps and websites to collect data and assess students <input type="checkbox"/> Use of Mimeo/Promethean/Smartboards <input type="checkbox"/> Infinite Campus Grade Book and Administrator reports <input type="checkbox"/> State Longitudinal Data System <input type="checkbox"/> Teacher Resource Link – digital resources in SLDS <input type="checkbox"/> Using Responders to monitor student mastery of content <input type="checkbox"/> Using ExamView <input type="checkbox"/> Digital resources provided with textbooks <input type="checkbox"/> Electronic platform support for TKES and LKES

Appendices	
a. Policies and Procedures	<ul style="list-style-type: none"> <input type="checkbox"/> Copies of the system’s Acceptable Use Policy and CIPA policy are provided. <input type="checkbox"/> Copies of any other policies that govern action (i.e., purchasing policies, contract awards and management, redeployment of old equipment, minimum specifications for classroom equipment, etc.) are provided.

- I. **Appendix - Required for E-Rate and Local School Board Policies**
 - a. **Acceptable Usage Policy**
 - b. **CIPA Policy (attach)**
 - c. **Other documents cited in the technology plan as necessary.**