

# Technology Action Plan 2008-2011

Revision 4 – Updated November 11, 2010

## Community Involvement

<b>SMART GOAL #1</b>				
80% of parents will report better or more timely communication from the school and teachers to the parents				
<b>Rationale for Goal (as determined by data analysis)</b>				
<ul style="list-style-type: none"> <li>Parents are requesting better and more timely information and communication from all buildings and teachers, especially from secondary schools and teachers including information on student academics, student performance, lesson plans, and assignments. Web pages need to be kept up to date and include all school and district information parents are seeking to stay involved with their child's education. HomeLogic needs to be implemented at the elementary level</li> </ul>				
Strategies/Action Steps	Timeline	Person(s) Responsible	Budget	Status
<b>Phase 1 – 2008-2009</b>				
Change domain name of school web site and email addresses and migrate current pages to new structure	July 2008	Technology Staff	\$2000	No Domain change, pages migrated
Migrate web servers to VMWare infrastructure	July 2008	Technology Staff	TD *	Complete
Revamp district website to encompass web 2.0 technologies and improved content management for distributed updates to web content	July 2008	Technology Staff	\$14,000	Postponed
Change online payment systems to a solution that will tie directly to student records systems for payment processing	July 2010	Technology Director	\$1,500	Postponed
Administrative discussions on HomeLogic and TeacherLogic data and flow	July 2008	Admin Council	\$0	Complete
Develop district-wide standards and policies for data entry and timelines for grade and assignment entries into TeacherLogic	July 2008 – Aug 2008	Building Principals, Technology Director	\$0	Postponed
Implementation of new standards of data entry in TeacherLogic to improve home-school communication with HomeLogic	August 2008	Building Principals, Technology Director	\$0	Postponed
Request all parent email addresses during registration process	July 2008 – Sept 2008	Technology Director, Building Secretaries	\$0	Complete
Training on use of email capabilities and notifications within student records systems	October 2008	Technology Director, Building Secretaries	\$0	Complete

\* Budget areas indicating "TD" – Corresponding budget figures are found within the Technology Deployment Action Plans

Continue and expand use of emergency calling and notification systems	July 2008 – June 2009	Technology Director, Building Principals	TD *	Complete
Administrative discussions on registration processes and improvements to implement	September 2008 and January 2009	Admin Council	\$0	Complete
Elementary TLXE for attendance and testing standards-based report cards	Oct 2008 – June 2009	Technology Director, Building Principals	TD *	Postponed
<b>Phase 2 – 2009-2010</b>				
Continued expansion and improvement of district and school web pages	July 2009 – June 2010	Technology Staff, Building Principals	\$1,000	Complete
Continue and expand use of emergency calling and notification systems	July 2009 – June 2010	Technology Director, Building Principals	TD *	Complete
Continued monitoring of registration process and improvements to processes and forms	July 2009 – June 2010	Technology Director, Building Principals and Secretaries	\$0	Complete
Expand use of TeacherLogic to elementary schools for parental access to HomeLogic for grades, attendance, and assignments	July 2009 – June 2010	Technology Director, Building Principals	\$0	Postponed
<b>Phase 3 – 2010-2011</b>				
Continued expansion and improvement of district and school web pages	July 2010 – June 2011	Technology Staff, Building Principals	\$1,000	Ongoing
Continue and expand use of emergency calling and notification systems	July 2010 – June 2011	Technology Director, Building Principals	TD *	Ongoing
Continued monitoring of registration process and improvements to processes and forms	July 2010 – June 2011	Technology Director, Building Principals and Secretaries	\$0	Ongoing
<b>Evidence of Progress and Success (Tools, Logs, Calendars etc)</b>				
<ul style="list-style-type: none"> <li>• Parent and community surveys related to web pages and HomeLogic product – increased satisfaction indicated in responses</li> <li>• HomeLogic usage logs – increased use by parents and students</li> <li>• Distributions and record keeping of communications sent to home on building and district levels</li> <li>• Online Payment systems are linked to student records database</li> </ul>				
<b>Professional Development Needs</b>				
<ul style="list-style-type: none"> <li>• Teacher training in procedures, policies, and expectations for data entry into TeacherLogic</li> <li>• Secretarial training in use of new online payment system and procedures for use</li> <li>• Elementary teacher training in TeacherLogic product</li> </ul>				

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## Community Involvement

<b>SMART GOAL #2</b>				
Continue to offer continuing education to local community members through partnerships with local literacy providers, community colleges, and local law enforcement agencies				
<b>Rationale for Goal (as determined by data analysis)</b>				
<ul style="list-style-type: none"> <li>• Providing continuing education opportunities improves the public relations of the school district within the community, fosters cooperative working relationships with community agencies and focuses on the educational needs of the entire community</li> <li>• Internet Safety Education Act, Senate Bill 1472, is currently in Springfield and is designed to encourage Illinois schools to adopt an age-appropriate Internet safety curriculum for students in grades K through 12</li> </ul>				
Strategies/Action Steps	Timeline	Person(s) Responsible	Budget	Status
<b>Phase 1 – 2008-2009</b>				
Meet with local community college representatives and adult literacy providers to discuss possible programs	July 2008 – Sept 2008	Media Specialists, Superintendent	\$0	Complete
Partner with local law enforcement agencies to discuss Internet safety and cyber-bullying in the curriculum for appropriate grade levels as well as parent nights for community awareness	Sept 2008 – Nov 2008	Technology Director, Media Specialists, Curriculum Director, Guidance Counselors, School Social Workers	\$0	Complete
Survey community for interest in programs	July 2008	Communications Director	\$100	Complete
Meet with local literacy providers, community colleges, and local public library to determine possible programs, schedules, and schedule facilities	July 2008 – Oct 2008	Superintendent, Media Specialists	\$0	WPL
Publicize and offer programs and classes to residents in the community	Nov 2008 – June 2009	Communications Director, Superintendent	\$20,000	WPL
Evaluate offerings and program effectiveness based on community feedback and written class evaluations	June 2009	Media Specialists, Superintendent	\$0	WPL
<b>Phase 2 – 2009-2010</b>				
Offer Internet safety/cyber-bullying informational program for parents and community	November 2009	Technology Director, Media Specialists, Curriculum Director	\$500	Postponed
Publicize and offer programs and classes to residents in the community	July 2009 – June 2010	Communications Director, Superintendent	\$20,000	WPL
Evaluate the program based on community feedback and written class evaluations	June 2010	Media Specialists, Superintendent	\$0	WPL

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<b>Phase 3 – 2010-2011</b>				
Internet safety/cyber-bullying informational program for parents and community	November 2010	Technology Director, Media Specialists, Curriculum Director	\$500	
Survey community for satisfaction with offerings and input for improvements to be made to the program	July 2010	Communications Director	\$100	
Publicize and offer programs and classes to residents in the community	July 2010 – June 2011	Communications Director, Superintendent	\$20,000	
Evaluate the program based on community feedback and written class evaluations	June 2011	Media Specialists, Superintendent	\$0	
<b>Evidence of Progress and Success (Tools, Logs, Calendars etc)</b>				
<ul style="list-style-type: none"> <li>• Class evaluations and attendance</li> <li>• Calendar of activities and events</li> <li>• Community feedback including survey responses</li> </ul>				
<b>Professional Development Needs</b>				
<ul style="list-style-type: none"> <li>• Internet safety and Cyber-bullying</li> <li>• Survey software use and capabilities</li> </ul>				

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## Professional Development

### SMART GOAL #1

Develop a comprehensive, ongoing professional development for all district staff in order to support the district technology vision.

### Rationale for Goal (as determined by data analysis)

- There is no formal professional development committee or program available in the district
- According to certified staff survey, 60% of staff would like to see additional training in technology literacy and technology integration into curriculum
- Technology integration in the curriculum is occurring at different levels district-wide

Strategies/Action Steps	Timeline	Person(s) Responsible	Budget	Status
<b>Phase 1 – 2008-2009</b>				
Form a Professional Development Committee (PDC) including representatives from all areas of the district	July 2008 – Dec 2008	Curriculum Director, Technology Director	\$0	Complete
Develop and implement a formal plan for orienting new certified staff in technology initiatives, curriculum, and district systems	July 2008 – Aug 2008	Curriculum Director, Technology Director, PDC	\$2,000	Complete
Develop a mission statement and goals to outline the purpose of the PDC committee	July 2008 – Dec 2008	Curriculum Director, Technology Director, PDC	\$0	Complete
PDC committee develops and makes recommendations to allow collaboration time during the school day or based on stipends	July 2008 – Dec 2008	PDC, Superintendent, Curriculum Director	\$0	Complete
Release time or stipends approved for committee and collaborative work	July 2008 – Dec 2008	Principals	\$8,000-\$10,000	Complete
Survey certified and non-certified staff and complete a needs-analysis of professional development to assist in the creation of a comprehensive program designed to impact all employees district wide	July 2008 – Dec 2008	Curriculum Director, Technology Director and Staff, PDC	\$0	Completed
Research best-practice and other area school district implementations, successes, and failures to develop a comprehensive, ongoing program specific to the district needs	July 2008 – Dec 2008	Curriculum Director, PDC	\$0	Ongoing
Research options for electronic record keeping of professional development activities and/or ways to offer online coursework and collaboration	July 2008 – Dec 2008	Curriculum Director, PDC	\$0	Postponed
Research and develop/adopt a tool and framework for the measurement of technology proficiency, implementation, and integration in the classroom and professional offices	Jan 2009 – June 2009	Curriculum Director, PDC	\$1,500	Complete

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Dedicate the equivalent of one SIP day to technology integration, national standards, and/or measurement tools for technology proficiency, implementation, and integration	Jan 2009 – June 2009	Building Principals, Superintendent, Curriculum Director, Technology Director and Staff, PDC	\$1,500	Complete
Develop a formal curriculum based on data from certified and non-certified staff surveys, needs analysis, and research	Jan 2009 – June 2009	Curriculum Director, PDC, Building Principals and District Administration	\$0	Complete
Develop a schedule for training sessions complete with designated/scheduled trainers – coordinate efforts with other area training centers such as community colleges and regional offices of education as well as professional conferences	Jan 2009 – June 2009	Curriculum Director, PDC, Building Principals and District Administration	\$0	Complete
Develop incentive program requirements for certified staff to earn a hardware incentives for completing a certain number of courses or reaching a designated, measurable level of technology integration and use	Jan 2009 – June 2009	Curriculum Director, PDC, Building Principals and Business Manager	\$0	N/A
Develop an electronic evaluation tool for training attendees to give meaningful feedback to instructors and PDC	Jan 2009 – June 2009	Curriculum Director, PDC, Technology Director and Staff	\$0	Postponed
Communicate professional development plan, schedules, offerings, incentive program, and developments on an ongoing basis to district staff	July 2008 – June 2009	Curriculum Director, PDC, Communications Director	\$0	Complete
Investigate the addition of specific, measurable technology components and expectations into the evaluation process for all district staff	July 2008 – June 2009	Curriculum Director, PDC, Superintendent	\$0	Complete
<b>Phase 2 – 2009-2010</b>				
Evaluate and improve plan and implement orientation for new certified staff in technology initiatives, curriculum, and district systems	July 2009 – June 2010	Curriculum Director, Technology Director, PDC	\$2,000	Complete
Implement a program based on research on electronic record keeping of professional development activities and/or ways to offer online coursework and collaboration	July 2009	Curriculum Director, Technology Director, PDC	\$8,000	Postponed
Dedicate the equivalent of one SIP day to technology integration, national standards, and/or measurement tools for technology proficiency, implementation, and integration	Fall 2009	Building Principals, Superintendent, Curriculum Director, Technology Director and Staff, PDC	\$1,500	Ongoing instead of 1 day
Initial program classes offered to district staff	August 2009	Curriculum Director, PDC	\$10,000/yr (based on \$50/hr - 10 sessions per year)	Complete w/ EETT
Continue, expand, and communicate offerings and schedule for professional development sessions both in the district and surrounding area	July 2009 – June 2010	Curriculum Director, PDC	N/A	Complete w/ EETT

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Review evaluation forms from initial program classes and other feedback venues and make adjustments to program accordingly	December 2009	Curriculum Director, PDC	\$0	N/A
Evaluate teachers completion of training sessions in regards to training program	July 2009 – June 2010	Building Principals, PDC	\$0	N/A
Issue first round of hardware incentives to certified staff who have completed the requirements developed in phase 1	May 2010	Technology Director and Staff, Superintendent, Business Manager	TD *	Complete w/ EETT
Offer training for incentive recipients on the use and functionality of hardware received through the program	May 2010	Technology Director, Curriculum Director	\$0	Complete w/ EETT
Communicate professional development plan, schedules, offerings, incentive program, and developments on an ongoing basis to district staff	July 2009 – June 2010	Curriculum Director, PDC, Communications Director	\$0	Ongoing
<b>Phase 3 – 2010-2011</b>				
Dedicate the equivalent of one SIP day to technology integration, national standards, and/or measurement tools for technology proficiency, implementation, and integration	July 2010 – June 2011	Building Principals, Superintendent, Curriculum Director, Technology Director and Staff, PDC	\$1,500	Ongoing
Continued implementation of electronic record keeping and/or online coursework	July 2010	Curriculum Director, Technology Director, PDC	\$8,000	Postponed
Evaluate and improve plan and implement orientation for new certified staff in technology initiatives, curriculum, and district systems	July 2010 – Dec 2010	Curriculum Director, Technology Director, PDC	\$2,000	Ongoing
Continue, expand, and communicate offerings and schedule for professional development sessions both in the district and surrounding area	July 2010 – June 2011	Curriculum Director, PDC	\$0	Ongoing
Review evaluation forms from initial program classes and other feedback venues and make adjustments to program accordingly	July 2010 – June 2011	Curriculum Director, PDC	\$0	Ongoing
Evaluate teachers completion of training sessions in regards to training program	July 2010 – June 2011	Building Principals, PDC	\$0	N/A
Issue second round of hardware incentives to certified staff who have completed the requirements developed in phase 1	May 2011	Technology Director and Staff, Superintendent, Business Manager	TD *	N/A
Offer training for incentive recipients on the use and functionality of hardware received through the program	May 2011	Technology Director, Curriculum Director	\$0	N/A
Communicate professional development plan, schedules, offerings, incentive program, and developments on an ongoing basis to district staff	July 2010 – June 2011	Curriculum Director, PDC, Communications Director	\$0	Ongoing

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**Evidence of Progress and Success (Tools, Logs, Calendars etc)**

- Professional Development Committee (PDC) - calendar of meetings and meeting minutes
- Class evaluations, attendance, and informal feedback
- Calendar of events for training sessions
- Electronic records of classes taken, performance in courses, etc
- Inventory

**Evidence of Success**

- Teachers and staff are using the training program effectively
- Teachers are effectively using the skills provided in Training in the classroom
- A positive response on an exit survey is given to teachers who complete sessions to provide feedback on sessions



## Curriculum and Instruction

### SMART GOAL #1

By 2011, the district will develop a technology-rich curriculum scope and sequence designed to fit into core curriculum maps to support student achievement

### Rationale for Goal (as determined by data analysis)

- NCLB *Enhancing Education Through Technology Act of 2001* – “every student is technologically literate by the time the student finishes the eighth grade”
- When surveyed on the NETS standards, 41.8% of certified staff indicated they were unaware of these standards and 26.6% of staff are aware of the standards, but do not use these standards when designing classroom lesson plans and units
- According to the January 2008 student survey, 45% of high school students use technology once a week, or less

Strategies/Action Steps	Timeline	Person(s) Responsible	Budget	Status
<b>Phase 1 – 2008-2009</b>				
Investigate and purchase possible software solutions for curriculum mapping	July 2008	Curriculum Director, Technology Director	TD *	Postponed
Train staff on use of curriculum mapping software and implement software for social studies curriculum mapping activities	July 2008 – Dec 2008	Curriculum Director, Technology Director	\$2,000	N/A
Investigate and research best-practice in implementation of NETS-S	July 2008 – Dec 2008	Curriculum Director, Technology Director	\$0	Ongoing
Research activities of other districts integrating technology into core curriculum areas and implementing NETS standards within their districts	July 2008 – Dec 2008	Curriculum Director, Technology Director	\$1,000	Ongoing
Continue and expand the use of prescriptive instruction software in and training for staff	July 2008	Building Principals, Curriculum Director, Technology Director	TD *	Complete
Tie software pilot program into textbook adoption process for current core curriculum subject choosing textbooks for the next school year	January 2009 – May 2009	Curriculum Director, Building Principals	\$300	Complete
Begin the process of developing a scope and sequence of technology skills based on research, state, and national standards to increase student technology literacy	July 2008 – Dec 2008	Curriculum Director, Technology Director, Curriculum Committee	\$0	Postponed
Continue use of electronic local assessments and expand use of data analysis	July 2008 – June 2009	Curriculum Director, Building Principals	TD *	Complete
Develop specific instructional strategies for continued student achievement in reading and math with the support of technology	July 2008 – June 2009	Curriculum Director	\$500	Complete

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<b>Phase 2 – 2009-2010</b>				
Expand curriculum mapping activities to include additional content areas	July 2009 – June 2010	Curriculum Director, Building Principals	\$8,000	N/A
Integrate technology scope and sequence into core curriculum maps	July 2009 – June 2010	Curriculum Director, Building Principals, Technology Director	\$3,000	Postponed
Evaluate and refine technology scope and sequence activities based on NETS standards	July 2009 – June 2010	Curriculum Director, Building Principals, Technology Director	\$0	Postponed
Continue and expand the use of prescriptive instruction software in and training for staff	July 2009	Building Principals, Curriculum Director, Technology Director	TD *	Complete
Tie software pilot program into textbook adoption process for current core curriculum subject choosing textbooks for the next school year	January 2010 – May 2010	Curriculum Director, Building Principals	\$300	Complete
Continue use of electronic local assessments and expand use of data analysis	July 2009 – June 2010	Curriculum Director, Building Principals	TD *	Complete
<b>Phase 3 – 2010-2011</b>				
Expand curriculum mapping activities to include additional content areas	July 2010 – June 2011	Curriculum Director, Building Principals	\$8,000	N/A
Continued integration and evaluation of technology scope and sequence into core curriculum maps and evaluation of progress and effectiveness	July 2010 – June 2011	Curriculum Director, Building Principals, Technology Director	\$3,000	Postponed
Evaluate and refine technology scope and sequence activities based on NETS standards	July 2010 – June 2011	Curriculum Director, Building Principals, Technology Director	\$0	Postponed
Continue and expand the use of prescriptive instruction software in and training for staff	July 2010	Building Principals, Curriculum Director, Technology Director	TD *	Ongoing
Tie software pilot program into textbook adoption process for current core curriculum subject choosing textbooks for the next school year	January 2011 – May 2011	Curriculum Director, Building Principals	\$300	Ongoing
Continue use of electronic local assessments and expand use of data analysis	July 2010 – June 2011	Curriculum Director, Building Principals	TD *	Ongoing
<b>Evidence of Progress and Success (Tools, Logs, Calendars etc)</b>				
<ul style="list-style-type: none"> <li>Local and state assessment scores</li> <li>Curriculum maps with technology integration</li> </ul>		<ul style="list-style-type: none"> <li>Survey results</li> </ul>		
<b>Professional Development Needs</b>				
<ul style="list-style-type: none"> <li>Summary and analysis of data for classroom instruction and differentiation</li> <li>Certified staff training on curriculum mapping software</li> </ul>		<ul style="list-style-type: none"> <li>State and National standards for technology – students, teachers, adminis</li> <li>Curriculum mapping and software training</li> </ul>		

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## Curriculum and Instruction

<b>SMART GOAL #2</b>				
Increase the percentage of students with disabilities who meet AYP by 2% annually in the areas of reading and math as measured on the ISAT and PSAE tests				
<b>Rationale for Goal (as determined by data analysis)</b>				
<ul style="list-style-type: none"> <li>Students with disabilities are currently a low performing sub-group as indicated on the school report card</li> </ul>				
<b>Strategies/Action Steps</b>	<b>Timeline</b>	<b>Person(s) Responsible</b>	<b>Budget</b>	<b>Status</b>
<b>Phase 1 – 2008-2009</b>				
Investigate and research best-practice and available technologies for assisting special needs students	July 2008 – June 2009	Curriculum Director, Special Ed Coordinator, Special Education Staff, Technology Director	\$1,200	Ongoing
Collaborate with and research activities of other districts using assistive technologies with special needs students	July 2008 – June 2009	Curriculum Director, Special Ed Coordinator, Special Education Staff, Technology Director	\$1,200	Ongoing
Develop specific instructional strategies for student with disabilities to increase achievement in reading and math with the support of technology	July 2008 – June 2009	Curriculum Director, Special Ed Coordinator, Special Education Staff, Technology Director	\$0	Ongoing
Based on local and state assessment results and individual educational plans, develop plans for students with disabilities using technology resources as appropriate	July 2008 – June 2009	Curriculum Director, Special Ed Coordinator, Special Education Staff	\$0	Complete
Identify students in need of intervention or Rtl for grades K-5 in reading	July 2008 – June 2009	Building Principals	\$0	Complete
Create a centralized Rtl team for grades K-5 and appoint Rtl leaders in each school building	July 2008 – Dec 2008	Curriculum Director, Building Principals	\$0	Complete
<b>Phase 2 – 2009-2010</b>				
Identify special education staff willing to participate in piloting assistive technologies for a limited number of special needs students	November 2009	Curriculum Director, Building Principals	\$0	Postponed
Based on research results and individual education plans, purchase assistive technologies for a limited number of special needs students (pilot program)	December 2009	Curriculum Director, Building Principals, Technology Director	TD *	N/A
Train special education staff in the use and implementation of assistive technologies purchased	July 2009 – June 2010	Curriculum Director, Special Ed Coordinator, Technology Director	\$2,000	N/A
Evaluate results of use of assistive technologies used in pilot program	July 2009 – June 2010	Curriculum Director, Special Ed Coordinator		N/A
Expand central Rtl team to include grades 6-8 and appoint Rtl leaders in each school building	July 2009 – June 2010	Curriculum Director, Building Principals	\$0	Complete

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<b>Phase 3 – 2010-2011</b>				
Identify additional special education staff willing to participate in expanding use of assistive technologies for a additional special needs students	September 2010	Curriculum Director, Special Ed Coordinator, Building Principals	\$0	Postponed
Based on evaluation of pilot program, expand use of assistive technologies for special needs students	July 2010 – June 2011	Curriculum Director, Special Ed Coordinator, Building Principals, Technology Director	TD *	N/A
Train additional special education staff in the use and implementation of assistive technologies purchased	July 2010 – June 2011	Curriculum Director, Special Ed Coordinator, Technology Director	\$2,000	N/A
Evaluate results of use of assistive technologies used with expanded group of students	July 2010 – June 2011	Curriculum Director, Special Ed Coordinators, RtI Team	\$0	N/A
Expand central RtI team to include grades 9-12 and appoint RtI leaders in each school building	July 2010 – June 2011	Curriculum Director, Building Principals	\$0	Complete
<b>Evidence of Progress and Success (Tools, Logs, Calendars etc)</b>				
<ul style="list-style-type: none"> <li>• ISAT scores, local assessment scores and classroom observations</li> <li>• Evaluations of results of assistive technologies</li> </ul>				
<b>Professional Development Needs</b>				
<ul style="list-style-type: none"> <li>• District-wide RtI training</li> </ul>				

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## Technology Deployment and Sustainability

<b>SMART GOAL #1</b>				
<p>The district will maintain and expand data infrastructure, telecomm communications equipment and telecomm services for voice and Internet access in support of curricular needs and district operations and will acquire, update, and maintain technology systems as required to support student achievement and the goals stated in the curriculum and instruction, professional development, and community involvement action plans.</p>				
<b>Rationale for Goal (as determined by data analysis)</b>				
<ul style="list-style-type: none"> <li>• Access to data and systems must be secure and reliable</li> <li>• Email is subject to legal review and discovery in the event of a law suit as of December 2006</li> <li>• The district has a number of disparate systems holding student and staff that must be integrated for efficiency and data integrity</li> <li>• Infrastructure must meet the needs of district users in order to support curricular and professional goals</li> </ul>				
<b>Strategies/Action Steps</b>	<b>Timeline</b>	<b>Person Responsible</b>	<b>Budget</b>	<b>Status</b>
<b>Phase 1 – 2008-2009</b>				
<b><u>Telcom Systems and Services (e-rate items)</u></b>				
Maintain existing telecommunications systems and services (data, voice, wireless)	July 2008	Technology Director	\$19,310 (local) \$12,873 (e-rate)	Complete
Expand current Internet bandwidth by installing an additional 7MB cable connection	July 2008	Technology Director and Staff	\$2,160 (local) \$1,440 (e-rate)	Complete
Clean up phone lines and system wiring issues from the d-mark to central systems	July 2008	Technology Director and Staff	\$1,500	Complete
Purchase, maintain and expand use of emergency messaging system for parents, staff and students	July 2008 – June 2009	Technology Director, Superintendent, Communications Director	\$0 (REMS Grant Funded)	Complete
<b><u>Servers, Network Storage, Licensing, and Systems</u></b>				
Purchase annual software agreements for servers, workstations, software, systems, etc	July 2008	Technology Director	\$35,000	Complete
Investigate new software solutions for timecards, payroll and accounting packages	January 2009 – June 2009	Technology Director, Business Manager, Superintendent	\$0	Postponed
Student records data archiving – move remainder of paper records to electronic solution, reorganize current database, and add latest records	July 2008	Technology Director	\$4,500	Complete
Install and configure BES for mobile GroupWise users	Sept 2008	Technology Director and Staff	\$0	Complete
Complete installation of Novell IDM (Identity Manager) for password and information sync between systems	July 2008	Technology Director and Staff	\$0	Complete
Expand storage area network to accommodate new systems and applications being installed in the current fiscal year	July 2008	Technology Director and Staff	\$8,000	Complete

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Purchase replacement server hardware and VMWare licensing to replace traditional servers	July 2008	Technology Director and Staff	\$22,000	Complete
Investigate new solutions to backup servers and district data	January 2009	Technology Director and Staff	\$0	Complete
Investigate possible solutions for archival of email data including retention and discovery	July 2008 – Dec 2008	Technology Director	\$0	Canceled – see board policy
Investigate replacement of current library automation systems to centralized, web-based administrative system	Jan 2009 – June 2009	Media Specialists, Technology Director	\$0	Postponed until 2010 Complete Summer 2010
Purchase and implement email archiving solution for data retention and discovery	January 2009	Technology Director and Staff	\$45,000	Canceled
Investigate SIF solutions, create RFI and research successful implementations of SIF in area districts	Jan 2009 – June 2009	Technology Director	\$0	Complete
<b><u>Infrastructure Components</u></b>				
Investigate use of SSL and VPN components for remote access to system resources and data for designated technology and administrative staff	January 2009	Technology Director and Staff	\$1,200	Complete
Complete infrastructure organization, wiring, and upgrades in central network data center racks	July 2008	Technology Director and Staff	\$1,200	Complete
Investigate and implement best-practice solutions for increased bandwidth between campus and Simon and Seward elementary schools (including site surveys, licensed wireless connectivity and/or fiber solutions)	July 2008 – June 2009	Technology Director and Staff	\$75,000	Complete
Expand wireless infrastructure in the high school and middle school buildings	November 2008	Technology Director and Staff	\$5,000	Complete
Expand wireless access to parking lots and athletic fields using wireless mesh access points	November 2008	Technology Director and Staff	\$5,000	Postponed
Replace end-of life infrastructure electronics	July 2008	Technology Director and Staff	\$4,000	Complete
Segment existing network infrastructure for increased performance and reliability of connections	July 2009 – Dec 2009	Technology Director and Staff	\$3,000	Postponed
Network security analysis and assessment by outside consultant	December 2010	Technology Director	\$3,000	Canceled
<b><u>Workstation Hardware and Peripherals</u></b>				
Purchase and replace workstation and laptop hardware as outlined in hardware replacement policies	July 2008	Technology Director and Staff	\$75,000	Postponed - \$\$
Replace, maintain and add network printers as needed as outlined in preventative maintenance calendars and hardware replacement policies	July 2008	Technology Director and Staff	\$2,000	Complete

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Investigate security and/or encryption technologies and solutions for laptops and portable/removable drives with district data	December 2008	Technology Director	\$0	Canceled
Purchase and install workstation pods in all 3 <sup>rd</sup> grade classrooms	July 2008 – August 2008	Technology Director and Staff	\$23,000	Complete
Purchase and install ceiling mounted projectors and screens for 1 <sup>st</sup> and 2 <sup>nd</sup> grade classrooms in Simon Elementary	July 2008 – Dec 2008	Technology Director and Staff	\$10,000	Complete
Purchase and install ceiling mounted projectors and screens to complete department installations for math and social studies departments in the high school, middle school labs, and other classrooms	July 2008	Technology Director and Staff	\$14,000	Complete
Complete high school vocational computer lab (128) to match other vocational computer lab setup	July 2008	Technology Director and Staff	\$22,000	Complete
Complete raceway and faceplates installs in classrooms grades K-2 and add DVD-rom drives to “master” workstation in existing pod installations with connections to speakers	July 2008	Technology Director and Staff	\$500	Complete
Investigate electrical capacity at McNair Elementary for future expansion and improvements in classrooms	Jan 2009	Technology Director and Staff	\$0	Postponed – Complete in 2010
Add laptop lab for high/middle school building	July 2010	Technology Director and Staff	\$22,000	Complete
<b>Software and Subscription Services</b>				
Purchase curriculum mapping software or subscription services	July 2008	Curriculum Director, Technology Director	\$8,000	Canceled - \$\$
Evaluate and purchase subscription for streaming video for elementary schools	July 2008	Technology Director and Staff	\$3,000	Complete
Maintain connections to current subscription agreement for high school/middle school video streaming (ending June 2010)	July 2008 – June 2009	Technology Director and Staff	\$0	Complete
Investigate and pilot assistive technologies for special needs students	January 2009	Technology Director, Curriculum & Special Education Coordinators	\$3,000	Postponed
Continue subscription for online prescriptive instruction software	July 2008	Technology Director, Building Principals	\$8,000	Complete
Continue subscription to standardized, electronic local testing software and services including high-stakes testing prep	July 2008	Technology Director, Building Principals	\$16,000	Complete
Investigate, preview, and purchase updated curricular software	July 2008	Technology Director and Staff, Building Principals, Teachers	\$5,000	Postponed

\* Budget areas indicating “TD” – Corresponding budget figures are found within the Technology Deployment Action Plans

Clean up outdated software applications and imaging process while reorganizing those applications being used	July 2008	Technology Director and Staff	\$0	Complete
Purchase updated Office suite software solution (Phase 1)	June 2009	Technology Director, Business Manager	\$25,000	Canceled - \$\$
<b><u>Other – Miscellaneous</u></b>				
Annual budget for tech staff training	July 2008 – June 2009	Technology Director	\$3,000	Complete
Offer computer recycling services for district employees to dispose of unwanted home computers and peripherals	Oct 2008 and March 2009	Technology Director and Staff	\$0	Complete
Offer biennial employee purchase program to purchase personal computer equipment through a payroll deduction program	November 2008	Technology Director, Business Manager	\$0	Complete
Annual workstation cleaning and inventory and updates and upgrades on an as-needed basis	July 2008	Technology Staff	\$4,000	Complete
Expand electrical capacity at Seward Elementary	July 2008	Business Manager	\$100,000	Canceled
<b>Phase 2 – 2009-2010</b>				
<b><u>Telcom Systems and Services (e-rate items)</u></b>				
Maintain existing telecommunications systems and services (data, voice, wireless)	July 2009	Technology Director	\$21,470 (local) \$14,313 (e-rate)	Complete
Purchase, maintain and expand use of emergency messaging system for parents, staff and students	July 2009 – June 2010	Technology Director, Superintendent, Communications Director	\$5,500	Complete
<b><u>Servers, Network Storage, Licensing and Systems</u></b>				
Purchase annual software agreements for servers, workstations, etc	July 2009	Technology Director	\$38,000	Complete
Purchase and implement new software solution for timecards, payroll and accounting packages	July 2009 – June 2010	Technology Director, Business Manager, Superintendent	\$85,000	Complete
Annual update to permanent electronic student records archival (transfer transcript and health data to database)	July 2009	Technology Director	\$500	Complete
Install additional storage area network to accommodate new systems and applications being installed in the current fiscal year and to provide for off-site data backup	July 2009	Technology Director and Staff	\$80,000	Complete
Purchase and implement system to replace current library automation systems	July 2009 – Dec 2009	Media Specialists, Technology Director	\$45,000	Complete
Purchase replacement server hardware and VMWare licensing to replace traditional servers	July 2009	Technology Director and Staff	\$22,000	Complete
Purchase and implement backup solution for SAN and server data	July 2009	Technology Director and Staff	\$11,000	Complete

\* Budget areas indicating "TD" – Corresponding budget figures are found within the Technology Deployment Action Plans



SIF Implementation (Phase 1)	July 2009 – Dec 2009	Technology Director	\$15,000	Postponed
Investigate print auditing solutions for network printing	July 2009	Technology Director	\$0	Postponed – Completed 2010
<b><u>Infrastructure Components</u></b>				
Expand use of SSL and VPN components for remote access to system resources and data for certified staff	July 2009	Technology Director and Staff	\$0	N/A
Research NAC (network access/admission control) solutions	July 2009 – June 2010	Technology Director	\$0	Postponed - \$\$
Purchase wireless LAN controller and migrate all district wireless access points to centralized management	July 2009	Technology Director and Staff	\$6,500	Complete
Expand wireless infrastructure in all school buildings	July 2009	Technology Director and Staff	\$5,000	Complete
Expand wireless access in parking lots and school athletic fields using wireless mesh access points	July 2009	Technology Director and Staff	\$5,000	Postponed
Expand network cabinets as needed; Replace end-of-life infrastructure electronics	July 2009	Technology Director and Staff	\$4,000	Complete
<b><u>Workstation Hardware and Peripherals</u></b>				
Purchase and replace workstation and laptop hardware as outlined in hardware replacement policies	July 2009	Technology Director and Staff	\$75,000	Postponed - \$\$
Replace, maintain and add network printers as needed as outlined in preventative maintenance calendars and hardware replacement policies	July 2009	Technology Director and Staff	\$2,000	Complete
Research and issue first round of hardware incentives to certified staff who have completed the requirements developed in phase 1 of the professional development action plan	Dec 2009 and May 2010	Technology Director and Staff, Superintendent, Business Manager	\$50,000	N/A
Implement security and/or encryption technologies in line with investigation for all district-owned laptops and portable/removable drives with district data	December 2009	Technology Director	\$18,500	Postponed
Replace laptop lab for high/middle school building based on workstation replacement policies	July 2009	Technology Director and Staff	\$22,000	Complete
Add workstation pods or other alternative solution to 4 <sup>th</sup> and 5 <sup>th</sup> grade classrooms	July 2009	Technology Director and Staff, Building Principal	\$36,000	Complete 2010 with EETT
Add mounted projection units to classrooms	July 2009	Technology Director and Staff, Building Principals	\$10,000	Complete
<b><u>Software and Subscription Services</u></b>				
Purchase curriculum mapping software or subscription services	July 2008	Curriculum Director, Technology Director	\$8,000	N/A
Evaluate and purchase subscription for streaming video for elementary schools	July 2009	Technology Director and Staff	\$3,000	Complete

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Maintain connections to current subscription agreement for high school/middle school video streaming (ending June 2010)	July 2009 – June 2010	Technology Director and Staff	\$0	Complete
Investigate future subscription agreements for district-wide video streaming subscription service for implementation July 2010 and evaluate current use of products	July 2009 – June 2010	Technology Director and Staff	\$0	Complete
Purchase and implement assistive technologies for special needs students in-line with initial investigation and professional development	July 2009	Technology Director, Curriculum Director, Special Education Coordinator	\$5,000	Postponed
Continue subscription for online prescriptive instruction software	July 2009	Technology Director, Building Principals	\$10,000	Complete
Continue subscription to standardized, electronic local testing software and services including high-stakes testing prep	July 2009	Technology Director, Building Principals	\$21,000	Complete
Purchase and implement updated Office suite software solution	July 2009	Technology Director, Business Manager	\$25,000	Postponed - \$\$
<b>Other – Miscellaneous</b> Annual budget for tech staff training	July 2009 – June 2010	Technology Director	\$3,000	Complete
Offer computer recycling services for district employees to dispose of unwanted home computers and peripherals	Oct 2009 and March 2010	Technology Director and Staff	\$0	Complete
Annual workstation cleaning and inventory and updates and upgrades on an as-needed basis	July 2009	Technology Staff	\$4,000	Complete
Biennial replacement of all UPS batteries	July 2009	Technology Staff	\$1,300	Complete
<b>Phase 3 – 2010-2011</b>				
<b><u>Telcom Systems and Services (e-rate items)</u></b>				
Maintain existing telecommunications systems and services (data, voice, wireless)	July 2010	Technology Director	\$21,470 (local funds)	\$14,313 (e-rate)
Purchase, maintain and expand use of emergency messaging system for parents, staff and students	July 2010 – June 2011	Technology Director, Superintendent, Communications Director	\$5,500	Complete
<b><u>Servers, Network Storage, Licensing and Systems</u></b>				
Purchase annual software agreements for servers, workstations, etc	July 2010	Technology Director	\$40,000	Complete
Continued training in and implementation of finance accounting software package	July 2010 – June 2011	Technology Director, Business Manager, Superintendent	\$5,000	Ongoing
Annual update to permanent electronic student records archival (transfer transcript and health data to database)	July 2010	Technology Director	\$500	Complete

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Expand storage area network to accommodate new systems and applications being installed in the current fiscal year	July 2010	Technology Director and Staff	\$12,000	Complete
Server hardware replacements and updates as outlined in the hardware replacement policies	July 2010	Technology Director	\$24,000	Complete
Investigate antivirus solution for replacement of multi-year agreement ending June 2011	January 2011	Technology Director	\$0	
Implement SNMP solution for management of network infrastructure and hardware	July 2010	Technology Director and Staff	\$1,000	
Purchase replacement server hardware and VMWare licensing to replace traditional servers	July 2010	Technology Director and Staff	\$22,000	Complete
Purchase and implement NAC (network access/admission control) solution	July 2010	Technology Director	\$15,000	
SIF Implementation (Phase 1)	July 2010	Technology Director	\$15,000	Ongoing
Investigate replacement for web filtering appliance and services for contract expiring June 2011	Jan 2011 – June 2011	Technology Director	\$0	
Investigate and purchase updated appliance and/or services for Internet bandwidth management	Jan 2011 – June 2011	Technology Director	\$10,000	
<b><u>Infrastructure Components</u></b> Expand wireless infrastructure in all school buildings	July 2010	Technology Director and Staff	\$5,000	Complete
Expand wireless access in parking lots and school athletic fields using wireless mesh access points	July 2010	Technology Director and Staff	\$5,000	N/A
<b><u>Workstation Hardware and Peripherals</u></b> Purchase and replace workstation and laptop hardware as outlined in hardware replacement policies	July 2010	Technology Director and Staff	\$75,000	Partially Complete
Replace, maintain and add network printers as needed as outlined in preventative maintenance calendars and hardware replacement policies	July 2010	Technology Director and Staff	\$2,000	N/A
Add mounted projection units and screens to classrooms	July 2010	Technology Director and Staff, Building Principals	\$10,000	Complete
Issue second round of hardware incentives to certified staff who have completed the requirements developed in phase 1 of the professional development action plan	May 2011	Technology Director and Staff, Superintendent, Business Manager	\$50,000	N/A
<b><u>Software and Subscription Services</u></b> Purchase curriculum mapping software or subscription services	July 2008	Curriculum Director, Technology Director	\$8,000	N/A
Purchase and implement solution for video streaming subscription for grades K-12	July 2010	Technology Director and Staff	\$7,000	Complete

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Purchase and implement assistive technologies for special needs students in-line with initial investigation and professional development	July 2010	Technology Director, Curriculum Director, Special Education Coordinator	\$5,000	Postponed
Continue subscription for online prescriptive instruction software	July 2010	Technology Director, Building Principals	\$12,000	Ongoing
Continue subscription to standardized, electronic local testing software and services including high-stakes testing prep	July 2010	Technology Director, Building Principals	\$21,000	Ongoing
<b><u>Other – Miscellaneous</u></b> Annual budget for tech staff training	July 2010 – June 2011	Technology Director	\$3,000	In Progress
Offer computer recycling services for district employees to dispose of unwanted home computers and peripherals	Oct 2010 and March 2011	Technology Director and Staff	\$0	Canceled
Annual workstation cleaning and inventory and updates and upgrades on an as-needed basis	July 2010	Technology Staff	\$4,000	Postponed
Offer biennial employee purchase program to purchase personal computer equipment through a payroll deduction program	February 2011 – April 2011	Technology Director, Business Manager	\$0	
Investigate use of eeePCs, OLPC, or like projects in a classroom setting to for a 1:1 initiative	January 2011	Technology Director, Curriculum Director, Building Principals	\$1000	Done Jan 2010 \$ Sustainability is an issue

**Evidence of Progress and Success (Tools, Logs, Calendars etc)**

- District Technology Inventories for hardware and software
- Network Infrastructure Maps
- Voice Equipment Network and Service Plans
- Network Traffic Analysis and Logs
- Survey results
- Log files

**Professional Development Needs**

- Up-to-date training on new technologies and implementation for technology staff
- Network security and packet tracing

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## Technology Deployment and Sustainability

<b>SMART GOAL #2</b>				
The district will purchase, install, and maintain technologies necessary to monitor, communicate, and administer security systems; including but not limited to IP security cameras, access control systems, and telephony.				
<b>Rationale for Goal (as determined by data analysis)</b>				
<ul style="list-style-type: none"> <li>• Security hardware is limited in scope and quantity within the district</li> <li>• Current electronic door access is centrally managed, however delegation of schedules and tasks is not currently possible</li> <li>• Readiness and Emergency Management for Schools – grant awarded to district for crisis planning and emergency preparedness</li> <li>• Intrusion detection systems are at capacity for campus buildings</li> </ul>				
<b>Strategies/Action Steps</b>	<b>Timeline</b>	<b>Person Responsible</b>	<b>Budget</b>	<b>Status</b>
<b>Phase 1 – 2008-2009</b>				
Maintain current intrusion detection systems, services and contracts	July 2008 – June 2009	Business Manager, Technology Director	\$2700	Complete
Connect intrusion detection systems at Simon and Seward elementary schools to dedicated POTS lines	July 2008	Technology Director	\$625	Postponed
Complete standardization of intrusion detection systems for Seward Elementary	July 2008	Technology Director	\$1,200	Complete
Expand security camera system – add cameras and camera licensing (Phase 4)	July 2008 – June 2009	Superintendent, Business Manager Tech Director, Building Principals	\$10,000	Complete
Expand prox card door access to additional district buildings and areas	July 2008 – June 2009	Superintendent, Business Manager	\$9,000	Complete – New System Installed
Review and make improvements to existing prox card door access systems (force open logging)	December 2008	Superintendent, Business Manager, Technology Director	\$2,500	N/A
Upgrade prox door access system software to network/multi-user version and purchase and implement additional software licenses for distributed administration	December 2009	Superintendent, Business Manager	\$2,000	N/A
Connect prox access system doors to current fire system for access in a fire emergency	December 2008	Superintendent, Business Manager	\$2,000	Complete
Hire a consultant to do an independent, comprehensive security safety assessment of all school buildings	December 2008	Superintendent, Business Manager	\$3,000	Postponed
Actively seek grants and other resources to fund security hardware and personnel	July 2008 – June 2009	Business Manager	\$0	Canceled - \$\$

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Install security equipment in large group areas such as cafeteria and band room for communication of emergencies and lockdown procedures	July 2008	Business Manager, Building Principal	\$2,000	Complete
<b>Phase 2 – 2009-2010</b>				
Maintain current intrusion detection systems, services and contracts	July 2009 – June 2010	Business Manager, Technology Director	\$2700	Complete
Expand security camera system – add cameras and camera licensing (Phase 5)	July 2009	Superintendent, Business Manager Tech Director, Building Principals	\$10,000	Complete
Expand prox card door access to additional district buildings and areas	July 2009 – June 2010	Superintendent, Business Manager	\$9,000	N/A
Investigate equipment and costs for the addition of classroom telephones for grades PreK-8	July 2009 – June 2010	Business Manager, Technology Director	\$0	Postponed - \$\$
Actively seek grants and other resources to fund security hardware and personnel	July 2009 – June 2010	Business Manager	\$0	Canceled - \$\$
<b>Phase 3 – 2010-2011</b>				
Maintain current intrusion detection systems, services and contracts	July 2010 – June 2011	Business Manager, Technology Director	\$2700	Complete
Expand security camera system – add cameras and camera licensing (Phase 6)	July 2010	Superintendent, Business Manager Tech Director, Building Principals	\$10,000	
Expand prox card door access to additional district buildings and areas	July 2010 – June 2011	Superintendent, Business Manager	\$9,000	Complete – Phase 2
Actively seek grants and other resources to fund security hardware and personnel	July 2010 – June 2011	Business Manager	\$0	
<b>Evidence of Progress and Success (Tools, Logs, Calendars etc)</b>				
<ul style="list-style-type: none"> <li>• Inventory of security software and hardware</li> <li>• Service and support logs – internal and paid services</li> </ul>				
<b>Professional Development Needs</b>				
<ul style="list-style-type: none"> <li>• Surveillance software setup and use for building staff</li> </ul>				

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## Technology Deployment and Sustainability

### SMART GOAL #3

The District will review, create, communicate, and assess policies and procedures to create an efficient system of technology support.

#### Rationale for Goal (as determined by data analysis)

- Policies and procedures should be reviewed and revised as needed on an ongoing basis

Strategies/Action Steps	Timeline	Person Responsible	Budget	Status
<b>Phase 1 – 2008-2009</b>				
Assess, review, revise and communicate technical support procedures for the district	July 2008	Technology Director	\$0	Complete
Investigate work request and/or project management systems for technology and maintenance departments	July 2009	Technology Director	\$0	Postponed – Complete Jan 2010
Create an electronic data retention policy	Jan 2009	Superintendent, Technology Director, School Board	\$0	Postponed – Complete Dec 2009
Investigate, purchase, and implement electronic school board packets and board policy solution	July 2009	Technology Director, School Board, Superintendent	\$4,000	Canceled - \$\$
Assess, review, revise and communicate security and password policies	July 2008	Technology Director	\$0	Complete
Assess, review, revise and communicate hardware and software purchasing standards and procedures	Dec 2008	Technology Director	\$0	Complete
Assess, review, revise and communicate procedures for electronic systems (student records, finance, lunch systems, payment systems, etc)	July 2008 – June 2009	Technology Director, Department Heads, Building Principals	\$0	Complete
Review and evaluate current hardware replacement policies	January 2009	Business Manager, Technology Director	\$0	Complete
<b>Phase 2 – 2009-2010</b>				
Assess, review, revise and communicate technical support procedures for the district	July 2009	Technology Director	\$0	Complete
Assess, review, revise and communicate security and password policies	July 2009	Technology Director	\$0	Complete
Assess, review, revise and communicate hardware and software purchasing standards and procedures	July 2009	Technology Director	\$0	Complete
Assess, review, revise and communicate procedures for electronic systems (student records, finance, lunch systems, payment systems, etc)	July 2009 – June 2010	Technology Director, Department Heads, Building Principals	\$0	Complete

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Assess, review, revise and communicate board policies relating to acceptable use and technology	December 2009	Superintendent, Technology Director, School Board	\$0	Complete
<b>Phase 3 – 2010-2011</b>				
Assess, review, revise and communicate technical support procedures for the district	July 2009	Technology Director	\$0	Ongoing
Assess, review, revise and communicate security and password policies	July 2010	Technology Director	\$0	Ongoing
Assess, review, revise and communicate hardware and software purchasing standards and procedures	July 2010	Technology Director	\$0	Ongoing
Assess, review, revise and communicate procedures for electronic systems (student records, finance, lunch systems, payment systems, etc)	July 2010 – June 2011	Technology Director, Department Heads, Building Principals	\$0	Ongoing
Assess, review, revise and communicate current hardware replacement policies	January 2011	Business Manager, Technology Director	\$0	Ongoing
<b>Evidence of Progress and Success (Tools, Logs, Calendars etc)</b>				
<ul style="list-style-type: none"> <li>• Inventory</li> <li>• Board Policy</li> <li>• Work requests and logs</li> <li>• Documented procedures for systems</li> </ul>				

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