Minnesota Department of
Education

2016-2018 Technology Plan Guidance

Most local education agencies (LEAs) currently have an approved 2013-15 Technology Plan on file with the Minnesota Department of Education (MDE) that covers the period of July 1, 2013 – June 30, 2015. School districts and charter schools who wish to remain eligible for federal technology funding, such as the federal E-rate discount program, federal technology grant initiatives, and state telecommunications access aid, must develop their next technology plan to cover July 1, 2015 – June 30, 2018. Completion of this 2016-2018 technology plan and submission to MDE for approval will maintain the LEA's eligibility for state and federal programs for 2016-2018.

For the 2015 funding year, which covers services and equipment to be delivered between July 1, 2015-June 30, 2016, form 470's can be completed any time after July 1, 2014. Districts looking for E-Rate funding on priority two services must have their technology plans written by the time they file their form 470's.

The current 2013-15 technology plans only covers your district through June 30, 2015. To accommodate those districts who need to begin writing their plans sooner, the new 2016-18 technology plan template has been posted on the MDE website: http://education.state.mn.us/MDE/SchSup/SchTech/index.html.

Plan Development

Technology planning should be an integral part of the strategic planning process of LEAs; therefore, MDE has compiled resources to assist with the technology planning process rather than prescribing a specific process.

Plan Requirements

The following requirements are imposed by the federal E-rate program and must be met for technology plans submitted for E-rate program eligibility:

1. The plan must establish clear goals and a realistic strategy for using telecommunications and information technology to improve education services.

2. The plan must include a professional development strategy to ensure that staff know how to use these new technologies to improve education services.

3. The plan must also include an assessment of the telecommunication services, hardware, software, and other services that will be needed to improve education or library services.

4. The plan must include an evaluation process that enables the school or library to monitor progress toward the specified goals and make mid-course corrections in response to new developments and opportunities as they arise.

5. School districts and charter schools receiving E-rate discounts on Internet access must be in compliance with The Children's Internet Protection Act (CIPA) and the Protecting Children in the 21st Century Act.

> Information on CIPA may be found at:
> http://www.universalservice.org/sl/applicants/step06/cipa.aspx
>
> Information on Protecting Children in the 21st Century may be found at:
> http://www.fcc.gov/document/wcb-public-notice-protecting-children-21st-century-act

6. Plans need to include any E-rate eligible services for which a school district is seeking E-rate discounts.

7. The plan must be written and have a date of creation that pre-dates any E-rate Form 470s filed for services for the specific E-rate program year. The technology plan must also cover the entire E-rate program year.

Read more about the E-rate program (http://www.usac.org).

Plan Submission and Review

The 2016-18 Technology Plan may be submitted at any time before June 30, 2018. For LEAs filing for E-rate in funding year 2015 (July 1, 2015 – June 30, 2016) remember that the technology plan must be written before any Form 470s are filed. Form 470's can be filed by LEAs any time after July 1 for the following program year.

MDE will review and approve 2016-2018 Technology Plans as they are received. Approval letters will be sent to LEAs as soon as they are approved.

To view approved technology plans and approval letters, please visit the Data Center: Data Reports and Analytics: School Technology Plans and Approval Letters.

The 2016-18 Technology Plan template that follows will be reviewed to determine if the LEA has made a good faith effort to address the essential components required for E-rate program eligibility. The LEA may be contacted for specific clarifications, as needed.

Please type information directly into the template, as indicated.

LEAs should post their full 2016-2018 plan to their website and provide a link to the full plan in the appropriate space in the template. Please do not modify the template. Submit the cover sheet and template in PDF or Word (not a scan) by e-mail to: mde.schooltechplan@state.mn.us.

Technology Plan Cover Sheet
2016-2018 (July 1, 2015 – June 30, 2018)

Organization Information

District/Agency/School (legal name): Pine Island Public Schools

District Number: ISD #255

Technology Plan Status

The District/Agency/School has an approved 2013-15 technology plan:

X   Yes☐ No

2016-2018 Technology Plan Date of Creation: May 11, 2015

Identified Official with Authority

Name: Tamara Berg-Beniak

Title: Superintendent

Address: 223 1st AVE SE   P.O. Box 398 Pine Island, MN 55963

Phone: 507-356-4849

E-mail: tammyb@pineisland.k12.mn.us

Technology Contact

Name: Taylor Bauman

Title: Director-Technology Services

Address: 223 1st AVE SE   P.O. Box 398 Pine Island, MN 55963

Phone: 507-356-4849

E-mail: tbauman@pineisland.k12.mn.us

2016-2018 Technology Plan Template

Technology Needs Assessment:

It is the goal of the Pine Island Schools to accurately reflect the district's strategic plan, mission statement and vision within our technology plan. The desire to ensure that technology is an integral part of our educational system is evident in the district's priorities.

The Pine Island school mission is "To provide a safe learning environment that challenges and prepares students for the future." Continuing with a focus on technology, the district's vision is to provide "Innovative opportunities for lifelong success." To support the vision and mission statements of the district, specific goals within the strategic plan identify a course of action.

The Pine Island District embraced an aggressive technology action plan in the spring of 2013. Following an extensive study of one-to-one environments and devices, the district moved forward with a Windows 8 device for all students in grades 9-12. A continuous improvement approach of plan, do, study, act has allowed the one-to-one experience to be successful on an ongoing basis.

In the spring of 2014, the district generated a seamless technology plan to responsibly address the technology needs across all grade levels.

PreKindergarten – Grade 2	iPads and iPad minis available at approximately 10 devices/classroom
Grades 3-4	Chromebooks available at approximately 10 devices/ classroom (Chromebooks were chosen to allow for MN assessments)
Grades 5-6	Chromebooks and or laptops available with a desired ratio at 10 devices/ classroom
Grades 7-8	Laptop carts are available
Grades 9-12	Individual devices are deployed to all students (Lenovo Yoga 11e)

To ensure that all devices are adequately supported, the district will be expanding network services. This expansion will include wireless coverage, ongoing updating of network switch gear, and increased intranet and internet bandwidth. These services will be available to students, staff and guests throughout the Pine Island campuses.

Pine Island Schools has and will continue to participate in eRate opportunities. It is the intent of the district to participate in internet bandwidth, telecommunication services, and category two opportunities. We will also continue to participate in the Telecom Equity Aid Program.

Goals and Strategies:

It is the goal of the Pine Island district to prepare students for postsecondary experiences both within and outside of academic environments. The district mission and vision statements were rewritten to reflect pertinent, lifelong goals to adequately prepare students for career and post-secondary education opportunities.

Goals and strategies to support the district vision, mission and strategic plan include:

*A desire to expand and diversify the number of devices that students have access or exposure to. It is the belief of Pine Island Schools that students should have a vast array of experiences with various devices and technologies. Early exposure to technology allows the device to be a tool for consumption, creation, collaboration and interaction.

*A desire to expand and grow communication and collaboration by utilizing cloud-based solutions. The district currently uses and is expanding use of Google Apps for Education. Teachers have expanded their knowledge and abilities to engage students in an effective manner beyond the typical textbook experiences.

*A desire to continue to explore the use of interactive technology. Within the constraints of budget parameters, the district is expanding LCD touch panels and Smart Boards. In addition to hardware, the district is engaging with stakeholders to utilize interactive polling.

*A desire to continue to expand our network, both wireless and wired access. The current growth in devices connected to the network has resulted in higher internet usage and in general, network traffic. To meet those needs, higher capacity access points and switches will meet the demand of all stakeholders.

*A desire to continue to provide a solid foundation for teaching and learning. The district has chosen Schoology as its learning management system. By consolidating all of the developed online curriculum in a single solution, it becomes transparent for the student.

Professional Development Plan:

A comprehensive staff development plan is aligned to support the technology environment and future goals of Pine Island Schools. Using surveys and professional learning communities, the staff continues to focus on technology as an integral part of their professional development.

It is the commitment of the Pine Island Schools staff development plan to:

- Provide the opportunity for staff members to train off site at events like TIES and other technology-focused events. Requests for staff development that are aligned to the strategic plan and staff development plan are approved by the staff development committee.
- The district is proud to support technology through "tech ticket" opportunities. Each staff member is afforded the ability to utilize one full day or two half days to focus on self-chosen technology. This is managed through the technology integration specialist to provide support as desired. This differentiated approach to professional development has been extremely successful. In a supportive environment, staff members have been extended time to develop their technological skills.
- The district has also been committed to offering a technology academy. The structure allows staff members the opportunity to learn about a wide-range of technology possibilities.
- The district provides a foundation for staff members prior to the start of each school year. Time is allocated to ensure that time is extended for any new systems or technology issues. An example may include Google, learning management system, website, student information systems, etc…

- The district provides opportunities for cutting-edge exploration. Professional development dollars have been set aside to support innovative possibilities.
- The professional development committee continues to look for additional opportunities for staff to expand their technology knowledge and skills to in-turn provide exceptional experiences for our students.
-

Evaluation

Pine Island Public Schools will continue to evaluate and assess the technology plan using:

- Staff and student surveys
- Input from the Staff Development Committee
- Input for the District Technology Committee
- Professional Learning Communities (PLC's)
- Stakeholder input and surveys
- Third party tools and solutions like BrightBytes Clarity

The district administration continuously reviews input and comments from all stakeholders of the district to reflect upon and guide the district technology plan.

Optional Links

Please Note: We are unable to provide current links at the time of the creation of this plan due to our district website migration to another hosting provider.

Link to Current Technology Plan

Please note: This link is the current link, which will change with the new website.

http://www.pineisland.k12.mn.us/sites/pineislandpublicschools.portal.rschooltoday.com/files/PI TechPlan2013-2015.pdf

This school district deploys an Internet filter to protect minors from material that is pornographic or otherwise harmful to them.

X Yes ☐No

Submit the cover sheet and template in PDF or Word (not a scan) by e-mail to: mde.schooltechplan@state.mn.us.