

**Department of Technology
Improvement Plan
2012-2013**

District Key Result: Efficient and effective operations

Department Goal: Increase the percentage of special education teachers reporting they can effectively and efficiently use Infinite Campus in their job.

Supporting Data (evidence of need): Through our annual survey we have identified a need to focus on the special education module and increasing the proficiency level of teachers. We currently have 83% reporting the ability to effectively and efficiently use the system.

Measures:	Targets:
1. End of Year Technology Surveys	1. 85% of special education teachers report adequate skills to effectively use Infinite Campus to complete their job.

Strategies	Person(s) Responsible	Timeline
1. Analyze last years survey data to identify target training areas.	Carol Reis & Ed Cox	Fall - 2012
2. Strategize with Special Education Technician to improve communication, build system understanding, and assess individual user needs.	Carol Reis and Shannon Steffens	Fall 2012/ Winter 2013
3. Mid-year survey to track progress for training goals.	Carol Reis	Winter 2013
4. Provide and promote additional training for areas of need through several delivery options.	Carol Reis, Mary Rausch, & Shannon Steffens (Special Ed)	2012-2013

To be completed in June: 2013

Accomplished: ⇔ **Yes** ⇔ **No** ⇔ **In Progress**

Actual Results:

Future Steps: