# Bethel Board of Education Regular Meeting

Thursday, April 26, 2012 7:00 PM
Board of Education Conf. Room E Central Office, 1 School Street, PO Box 253,
Bethel, CT 06801

1. **Call to Order**

1.A. Roll Call for Quorum

1.B. Pledge of Allegiance

2. **Approval of Minutes**

2.A. April 5, 2012 - Special Meeting

3. **Board Recognition/A Salute to Excellence**

3.A. 2011 Awards of Excellence for Educational
   Communications

4. **BHS Representatives Report**

5. **Correspondence**

6. **Audience Participation**

7. **Administrative/Board Member Update**

7.A. Update - Dr. Smith's Entry Plan for First 100
   Days

8. **Finance**

8.A. Budget Transfers

9. **Personnel**

9.A. Job Descriptions

9.A.1.    1.33 Network Support Specialist

10. **Action Items**

10.A.    Technology Plan Approval

11. **Executive Session CT General Statues 1-
   210(b)(9)**

11.A.    Negotiations

11.B.    Personnel 1-19 (b) (2) of the Connecticut
   General Statutes

**Minutes of the Finance Subcommittee held on April 05, 2012, in Board of Education Conf. Room E.**

**Attendance:  None.**

**Administrative Attendance: K. Smith, J. Jordan, T. Yonsky**

**S. Carlsen, Chairman, called the meeting to order at 06:15PM.**

**Board Members Present:  Attendance Taken at 6:15 PM:**

**Present Board Members:**
**Mr. Stuart Carlsen**
**Mr. Larry Craybas**
**Mrs. Kristen Lacey**

**1. Budget Transfers**

Discussion:
iPads 10 pack at Johnson
Conference for new initiatives and mandates
NAVIANCE software
40 Apple laptops for teachers/certified staff
Total transfers $51,188

> **Motion Passed:**  Move that the Board approve budget transfers for period of January 1 to March 31 of Fiscal Year 2011-12 as presented by the Director of Fiscal Services.   Passed with a motion by Mr. Scott Clayton and a second by Mr. Larry Craybas.
> Mr. Stuart Carlsen      Yes
> Mr. Larry Craybas      Yes
> Mrs. Kristen Lacey      Yes

**2. 2012-2013 Budget Update**

Discussion:
None.

**3. Other**

Discussion:
None.

**4. Audience Participation**

Discussion:
None.

**5. Adjourn**

| |
|---|
| **Motion Passed:**  Move to adjourn at 6:56 p.m. passed with a motion by Mr. Stuart Carlsen and a second by Mr. Larry Craybas. <br> Mr. Stuart Carlsen      Yes <br> Mr. Larry Craybas      Yes <br> Mrs. Kristen Lacey      Yes |


Respectfully submitted,
Susan Pare
Board Recorder

**Tentative minutes of the Bethel Board of Education Special Meeting held on April 05, 2012, in Board of Education Conf. Room E.**

**Attendance:    None.**

**Administrative Attendance: K. Smith, J. Jordan, T. Yonsky**

**L. Craybas, Chairman, called the meeting to order at 07:00PM.**

**Board Members Present:    Attendance Taken at 7:00 PM:**

**Present Board Members:**
**Mr. Stuart Carlsen**
**Mr. Scott Clayton**
**Mr. Larry Craybas**
**Mr. William Duff**
**Mrs. Kristen Lacey**
**Mrs. Robin Renner**
**Mr. Ted Stevenson**

**Absent Board Members:**
**Mrs. Melanie O'Brien**
**Mr. Bryan Terzian**
**Updated Attendance:**
**Mrs. Melanie O'Brien was updated to present at: 7:20 PM**

**1. Call to Order**
  **1.A. Roll Call for Quorum**

| | |
|---|---|
| **Motion Passed:**  Move to add to the agenda under #4 Correspondence - BOE Statement of Budget Support.   Passed with a motion by Mr. Larry Craybas and a second by Mr. Stuart Carlsen. | |
| Mr. Stuart Carlsen | Yes |
| Mr. Scott Clayton | Yes |
| Mr. Larry Craybas | Yes |
| Mr. William Duff | Yes |
| Mrs. Kristen Lacey | Yes |
| Mrs. Melanie O'Brien | Absent |
| Mrs. Robin Renner | Yes |
| Mr. Ted Stevenson | Yes |
| Mr. Bryan Terzian | Absent |

  **1.B. Pledge of Allegiance**

**2. Governor Malloy's Education Proposal Update - Senator Boucher**

Discussion:
Tabled to May 15th Board meeting.      Senator Boucher was unable to attend.

**3. Approval of Minutes**
      **3.A. March 29, 2012 - Special Meeting**

| | |
|---|---|
| **Motion Passed:**   Move to approve the minutes of March 29, 2012 - Special Meeting.   Passed with a motion by Mrs. Robin Renner and a second by Mr. Ted Stevenson. | |
| Mr. Stuart Carlsen | Yes |
| Mr. Scott Clayton | Yes |
| Mr. Larry Craybas | Yes |
| Mr. William Duff | Yes |
| Mrs. Kristen Lacey | Yes |
| Mrs. Melanie O'Brien | Absent |
| Mrs. Robin Renner | Yes |
| Mr. Ted Stevenson | Yes |
| Mr. Bryan Terzian | Absent |

**4. Correspondence**
      **4.A. Board of Education Statement on the 2012-2013 Budget**

Discussion:
The Board discussed the Town Hearing and the Board's statement on the 2012-2013 budget. Board members will send their input on the statement to the Board Chair to revise the document of support for Board approval.

**5. Audience Participation**

Discussion:
None.

**6. Administrative/Board Member Update**

Discussion:
Dr. Jordan. Informed the Board the Technology Plan was returned with no recommendations for improvement.   The Technology Plan will need Board approval by June.

Dr. Smith reviewed with the Board the details of the campus lockdown today due to an external threat not involving the schools.   Dr. Smith spoke about the timeline and methods of communication to parents to keep them informed.   Dr. Smith complimented both the Bethel Police Department, staff, students, and administration on a job well done.   Dr. Smith will review

the lockdown with administrators to determine if any improvements can be made in procedures or communication.

Dr. Smith informed the Board Mr. Michael has received 600 petition signatures to hold a Town Meeting for the purpose of his "All or Nothing" petition regarding the Superintendent's newsletter distribution during budget time.

Dr. Smith invited the Board members to attend NVCC's Kick Off day. BHS students will attend to get an overview of what NVCC has to offer.

## 7. Class of 2012 Graduation Date

| **Motion Passed:** Move to approve the recommended graduation date of June 13, 2012 for the Class of 2012. Passed with a motion by Mr. Scott Clayton and a second by Mr. William Duff. | |
| --- | --- |
| Mr. Stuart Carlsen | Yes |
| Mr. Scott Clayton | Yes |
| Mr. Larry Craybas | Yes |
| Mr. William Duff | Yes |
| Mrs. Kristen Lacey | Yes |
| Mrs. Melanie O'Brien | Yes |
| Mrs. Robin Renner | Yes |
| Mr. Ted Stevenson | Yes |
| Mr. Bryan Terzian | Absent |

## 8. Adjourn

| **Motion Passed:** Move to adjourn at 7:52 p.m. Passed with a motion by Mr. Scott Clayton and a second by Mr. Ted Stevenson. | |
| --- | --- |
| Mr. Stuart Carlsen | Yes |
| Mr. Scott Clayton | Yes |
| Mr. Larry Craybas | Yes |
| Mr. William Duff | Yes |
| Mrs. Kristen Lacey | Yes |
| Mrs. Melanie O'Brien | Yes |
| Mrs. Robin Renner | Yes |
| Mr. Ted Stevenson | Yes |
| Mr. Bryan Terzian | Absent |

Respectfully submitted,
Susan Paré
Board Recorder
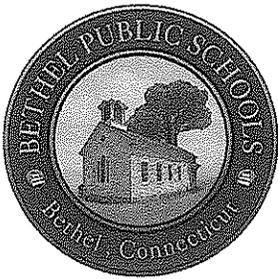
# Bethel Middle School

## 600 Whittlesey Drive
## Bethel, Connecticut 06801-1594
## Tel: (203) 794-8670   Fax: (203) 830-7318

Derek D. Muharem          Pamela Chapman          Karen Rezendes
    Principal             Assistant Principal    Interim Assistant Principal

April 12, 2012

Mr. and Ms. Frank Palumberi
4 Stone Dam Road
Bethel, CT 06801

Dear Mr. and Ms Palumberi,

You made my day this morning when I found out that your family had made a donation in the amount of $50 for the family of Mackenzie Newsome, a little girl battling cancer. You did this after hearing $50 that had already been raised, was stolen yesterday afternoon. We later found out that the money was not stolen, but that it was picked up by one of the other students helping with the fund-raiser. When I mentioned this to you this morning and told you that I want to refund your money – you told me to keep it for Mackenzie's family. On behalf of Bethel Middle School, I want to sincerely thank you very much for your kindness and sincere generosity. It is families like yours that make Bethel a truly wonderful community and one in which I am very proud to work.

Sincerely,

Derek D. Muharem

cc: Dr. Kevin Smith – Superintendent of Schools
    Dr. Janice Jordan – Associate Superintendent of Schools
    Mr. Larry Craybas – Chairman of the Bethel Board of Education

Clarification of my FOI request

| | |
|---|---|
| From: | "Bill Hillman" <billhillman@billhillman.com> |
| To: | <boe@bethel.k12.ct.us> |
| CC: | "'Kevin Smith'" <SmithK@BETHEL.K12.CT.US> |
| Date: | Thursday - April 26, 2012 1:05 AM |
| Subject: | Clarification of my FOI request |

Attachments: Mime.822

To the Board of Education:

This is correspondence for your next BOE meeting.

As I am unable to attend the April 26th BOE meeting, this is to clarify my
position regarding the FOI request I made yesterday evening to obtain that
portion of the Superintendent's email contact list in electronic format
which is not protected under §1-210(b)(11) and (17), G.S., and the Family
Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g).

I have been informed by the chair of the BOE, Mr. Craybas, of his intent to
challenge my request.

At the Special Town Meeting April 24th, Town Council Lawlor made it clear
that any lists, databases or email contacts collected by the town or the
school system was subject to FOI, exclusive of the "Everbridge" public
safety contact list and the "parent contact list" maintained by the school
system. It was also disclosed that Dr. Smith maintains a separate data
collection or email contact list from the protected list.

An FOI request was made in 2002 for the email contact list, which was the
subject of a February 2003 ruling by the FOI Commission:
http://www.state.ct.us/foi/2003FD/20030226/FIC2002-206.htm

which stated that to the extent records or information in a database exist
that are responsive to the complainant's request, such records are public
records within the meaning of §1-210(a), G.S.

The records I have requested are public records within the meaning of
§1-210(a), G.S.
The email contact distribution list, including all entries of optins for
persons wherever situated that are not parent of Bethel students as
protected under §1-210(b)(11) and (17), G.S., and the Family Educational
Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g) are clearly subject to
disclosure under FOI and the referenced ruling.

Under Sec. 1-200. (Formerly Sec. 1-18a). Definitions  The Bethel school
system is a public agency
Under Sec. 1-210.. (a) Except as otherwise provided by any federal law or
state statute, all records maintained or kept on file by any public agency,
whether or not such records are required by any law or by any rule or

regulation, shall be public records

Sec. 1-210 contains a number of exemptions, and the records I have requested do not meet any of the exemptions from disclosure

Under Sec. 1-206. (a) Any denial of the right to inspect or copy records provided for under section 1-210 shall be made to the person requesting such right by the public agency official who has custody or control of the public record, in writing, within four business days of such request.

According to the FOI laws, I expect to have received or a way to receive the requested information at the end of 4 business days, which would be Tuesday, May 1st.

In advance, thank you all for adhering to the law and to the ruling referenced earlier.

William G. Hillman
86 Walnut Hill Rd
Bethel, CT 06801
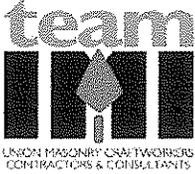
**New England Connecticut Office** • 78 Eastern Boulevard, Suite 201 • Glastonbury, CT 06033
860-659-5813 • Fax: 860-659-5884 • 1-800-464-0988 • Email: rfilloramo@imiweb.org • www.imiweb.org

April 3, 2012

To: Town Managers, First Selectmen and Mayor's

Enclosed are copies of an invitation to a special program regarding Design Options and Costs
for Educational Facilities and other buildings. Please circulate this notice to your Building
Committee and any other committee or department that you think would benefit from this
program. If you need additional copies or would like us to distribute the information, simply
email names and addresses to phawthorne@imiweb.org. We can also send you an electronic
PDF of the invitation for distribution.

If you have any questions, please contact me at 800-464-0988.

Sincerely,

*Richard Filloramo*

Richard Filloramo
Director of Market Development and
Technical Services

# Design Options and Costs for Educational Facilities & Other Buildings

## INTRODUCTION

The International Masonry Institute is holding a special program on Monday, June 4, 2012 at the Crowne Plaza Hotel and Conference Center in Cromwell, Connecticut. The event will include a 1.5-hour (HSW) AIA-CES accredited seminar and expert panel discussion. This program will also feature masonry vendor exhibits with samples and information on brick, thin brick, CMU, insulation, accessories, air barriers, flashing, tile, stone, thin stone, plaster, terrazzo, restoration, related materials and accessories. Exhibits will also feature "NEW" products, high performance design and sustainability.

## PRESENTATION

**Design Options and Costs for Educational Facilities and Other Buildings:** This program is designed to assist all building owners, building committees, education committees , facility managers and other industry representatives understand the basic functions of the building enclosure. The seminar will compare the FEATURES and COSTS of several building enclosures and options so attendees can evaluate each system to make sure it meets high performance criteria. The presentation will specifically review initial costs, life-cycle costs, energy efficiency, durability, aesthetics, maintenance, security, fire resistance, sustainability and mold resistance. This program will also compare options for interior partitions, floor finishes and other interior finishes. Several projects from Connecticut will be featured.

## SPECIAL EXPERT PANEL DISCUSSIONS

There will be a special expert panel consisting of an architect, construction manager, cost estimator, facility manager, engineer and other related representatives to answer questions in an open- forum.

## BONUS PRESENTATION

There will be a 10 minute special presentation on masonry home improvement projects that benefit everyone, especially as the warm weather approaches. How do I stop my chimney from leaking? Should I spray a sealer on my bricks? Why do my mortar joints keep cracking on my steps, walkway or patio? Should I repoint the mortar joints on my house? What are some good tips for building a masonry walk? Can I add thin stone to my concrete wall? – and more.

*REGISTRATION INFORMATION ON REVERSE SIDE*

## WHO SHOULD ATTEND

The event is intended for all building owners, Superintendent of Schools, Town Education Committees, Town Managers, Town Building Committees, State Dept. of Education, Colleges and University Construction Departments, Facility Managers, and all related representatives.

## DATE / TIME / LOCATION

**Monday, June 4, 2012    Starting at 5:00 PM**
Crowne Plaza Hotel, 100 Berlin Road, Cromwell, CT 06416
Phone: 860-635-2000

Exhibits & Registration:     5:00pm  to 5:30pm
Buffet Dinner and Exhibits:  5:30pm  to 6:15pm
Presentation and Panel:      6:15pm  to 7:30pm
Exhibits, Private Q & A:     7:30pm  to 8:00pm   Dessert

**Directions:** Interstate 91 (north or south) to Exit 21. Take a left at the end of the exit ramp. The Hotel is a few hundred yards on the left. Phone: 860-635-2000

**Hotel Rooms:** If you require a hotel room overnight, contact the hotel at 860-635-2000 and inform them you are with the International Masonry Institute event. The rate is $109.00.

## CONTINUING EDUCATIONAL CREDITS

The presentation is approved for 1.5 (HSW) AIA-CES. IMI will issue participation certificates for continuing education for all disciplines. This presentation may be submitted for engineering PDH credits.

## PRESENTER

**Rick Filloramo** is the Area Director of Market Development and Technical Services for the International Masonry Institute New England Region - Connecticut / Rhode Island Office. He holds a Bachelor of Science Degree in Architecture from Ohio State University and an Associates Degree in Construction Technology from Wentworth Institute of Technology. He has more than 35 years of experience in the masonry industry. He served as the national IMI liaison for building codes and standards and is a member of the Masonry Standards Joint Committee, the code writing body responsible for the Masonry 530 Code. He has written many technical papers, spearheaded efforts to educate the industry on new masonry codes and design requirements for masonry construction, and lectured across the country. Mr. Filloramo has been involved with the design, construction and inspection of more than 5,000 building projects.

# REGISTRATION
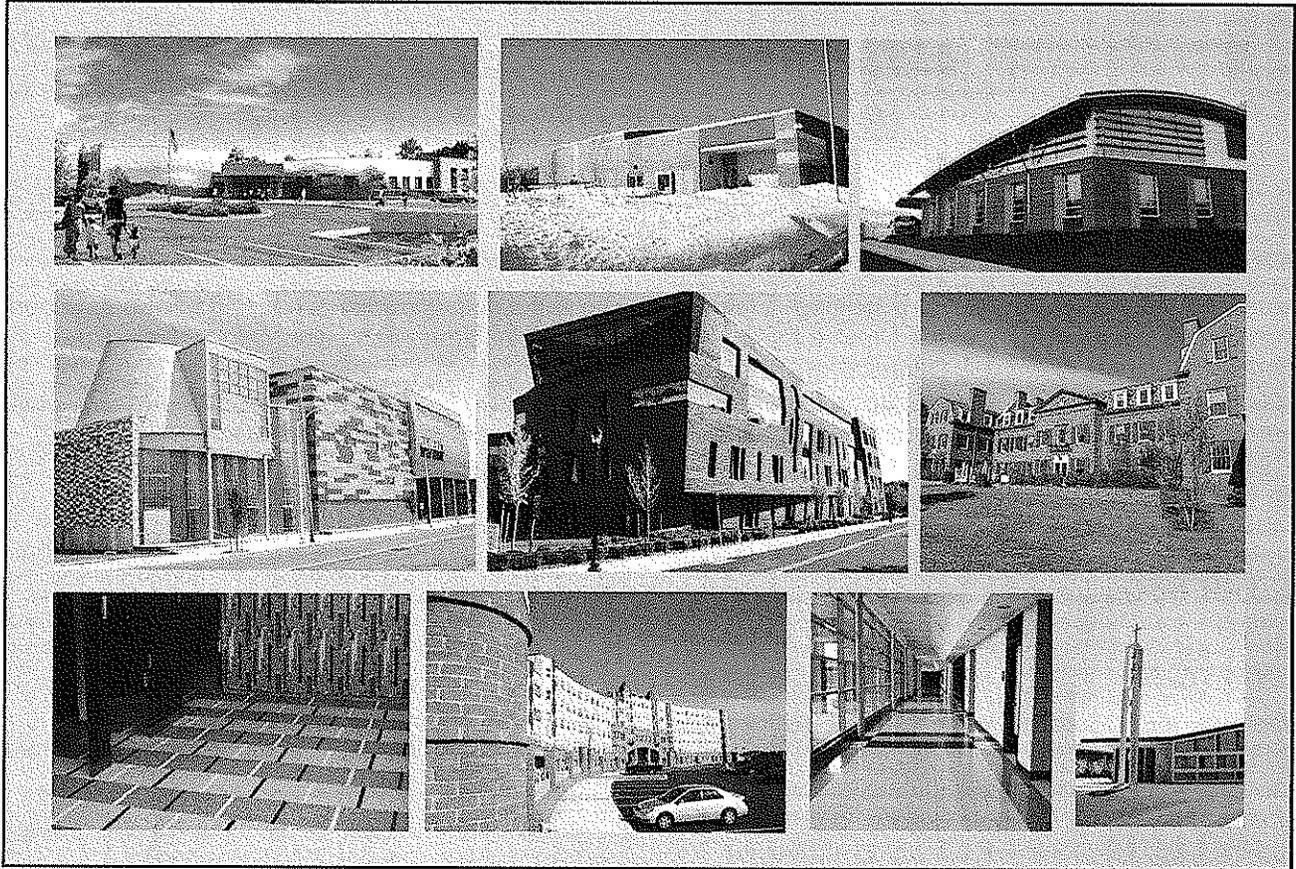


**PLEASE CIRCULATE THIS INVITATION TO OTHER DEPARTMENTS OR
INDIVIDUALS THAT WOULD BENEFIT FROM THIS SEMINAR.**

**EMAIL PHAWTHORNE@IMIWEB.ORG FOR A PDF ELECTRONIC COPY OR CALL 860-659-5813.**

There is no charge for attendance, however, registration is required. To register, simply email the information below to pghawthorne@imiweb.org **or** fax to IMI at (860-659-5884) **or** copy and mail to the address below.

........................................................................................................

*REGISTRATION FORM* **Easy registration: Email info below to** *phawthorne@imiweb.org*

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Town / Firm / Town Committee Position/ or Other: _____

Phone: _____ Fax: _____

Name 1: _____ Email: _____

Name 2: _____ Email: _____

Name 3: _____ Email: _____

---

# BETHEL BOARD OF EDUCATiON
## Briefing Summary

Date of Briefing to the Board: April 5, 2012

Presenter: Teri Yonsky, Director of Fiscal Services

Topic: January 1 through March 31 Fiscal 11-12 Budget Transfers

Importance of this topic to the Board: Fiscal oversight

Key Points of the Briefing:

* The detail of several significant transfers is as follow:

    1) Transfer #10 – Purchase of iPads 10 pack at Johnson School
    2) Transfers 13 – Conferences for new initiatives & mandates
    3) Transfer #14 – Purchase of NAVIANCE software
    4) Transfer #18 – Purchase of new math program for grade 5
    5) Transfers #20 – Purchase of 40 Apple laptops for teachers/certified staff that did Not have them. Model was discounted as being discontinued by Apple. They are the same model & same operating system we have in the district.

Summary of the Briefing:

Total transfers for the period equal $51,188

Action Requested of the Board of Education:
(State the motion if requested)

Recommended Motion: "That the Board of Education approve the budget transfers for the period of January 1 to March 31 of fiscal 2011-12 as presented by the Director of Fiscal Services.

| Account | Description | Increased | Decreased | Notes |
|---|---|---|---|---|
| **1** | | | | |
| 100.11.1100.101.5500 | Printing - HS | 1,307 | | |
| 100.11.1100.101.6110 | Instructional Supplies - HS | | -1,307 | Principal's Request |
| **Total for Request** | | **1,307** | **-1,307** | |
| **2** | | | | |
| 100.11.1100.108.6110 | Instructional Supplies - HS - Math | 118 | | |
| 100.11.1100.108.5800 | Travel - HS - Math | | -90 | |
| 100.11.1100.108.6410 | Textbooks - HS - Math | | -28 | Principal's Request |
| **Total for Request** | | **118** | **-118** | |
| **3** | | | | |
| 100.11.1100.129.5101 | Transportation - HS - ROTC | 1,015 | | |
| 100.11.1100.129.6110 | Instructional Supplies - HS - ROTC | | -1,000 | |
| 100.11.1100.101.6901 | Other Supplies - HS | | -15 | Principal's Request |
| **Total for Request** | | **1,015** | **-1,015** | |
| **4** | | | | |
| 100.11.2410.101.8100 | Dues & Fees - HS | 224 | | |
| 100.11.2410.101.6901 | Other Supplies - HS | | -224 | Principal's Request |
| **Total for Request** | | **224** | **-224** | |
| **5** | | | | |
| 100.11.2900.978.5101 | Transportation - HS - Clubs | 2,000 | | |
| 100.11.1100.101.6110 | Instructional Supplies - HS | | -2,000 | Principal's Request |
| **Total for Request** | | **2,000** | **-2,000** | |
| **6** | | | | |
| 100.16.2210.101.5800 | Travel - Curriculum | 177 | | |
| 100.11.2900.978.3401 | Purch Prof Services - HS - Sports/Clubs | | -177 | Principal's Request |
| **Total for Request** | | **177** | **-177** | |
| **7** | | | | |
| 100.12.2410.101.5800 | Travel - MS | 85 | | |
| 100.12.1100.128.6110 | Instructional Supplies - MS - Health Services | | -85 | Principal's Request |
| **Total for Request** | | **85** | **-85** | |
| **8** | | | | |
| 100.12.1100.101.6110 | Instructional Supplies - MS | 133 | | |
| 100.12.1100.110.4301 | Repair & Mx - MS - Phys Ed | | -45 | |
| 100.12.1100.101.5500 | Printing - MS | | -88 | Principal's Request |
| **Total for Request** | | **133** | **-133** | |
| **9** | | | | |
| 100.12.1100.101.7304 | Tech Eqpmt - MS | 1,200 | | |
| 100.12.1100.113.6410 | Textbooks - MS - Social Studies | | -1,200 | Principal's Request |
| **Total for Request** | | **1,200** | **-1,200** | |
| **10** | | | | |
| 100.14.1100.101.7304 | Tech Eqpmt - JS | 6,100 | | |
| 100.14.1100.101.6110 | Instructional Supplies - JS | | -800 | |
| 100.14.1100.101.7302 | Furniture & Fixtures - JS | | -1,200 | |
| 100.14.1100.102.6110 | Instructional Supplies - JS - Art | | -200 | |
| 100.14.1100.109.6110 | Instructional Supplies - JS - Music | | -1,200 | |
| 100.14.1100.111.6410 | Textbooks - JS - Reading | | -500 | |
| 100.14.1100.113.6410 | Textbooks - JS - Social Studies | | -500 | Principal's Request |
| 100.14.2120.101.6110 | Instructional Supplies - JS - Guidance | | -500 | |
| 100.14.2220.101.6411 | Library Books - JS | | -200 | |
| 100.14.2410.101.6412 | Reference Material - JS | | -400 | |
| 100.14.2410.101.6901 | Other Supplies - JS | | -600 | |
| **Total for Request** | | **6,100** | **-6,100** | |

| Account | Description | Increased | Decreased | Notes |
|---|---|---|---|---|
| 100.14.2410.101.8100 | Dues & Fees - JS | 150 | | |
| 100.14.1100.108.6100 | Instructional Supplies - MS - Math | | -150 | Principal's Request |
| **Total for Request** | | **150** | **-150** | |

*11*

| Account | Description | Increased | Decreased | Notes |
|---|---|---|---|---|
| 100.16.2320.101.3302 | Conference Registration - Central Offic | 150 | | |
| 100.16.2320.101.6901 | Other Supplies - Central Office | | -150 | Superintendent's Request |
| **Total for Request** | | **150** | **-150** | |

*12*

| Account | Description | Increased | Decreased | Notes |
|---|---|---|---|---|
| 100.16.2210.101.3302 | Conference Registration - Curriculum | 5,100 | | |
| 100.16.2210.101.3303 | Conf Reg - Curriculum - Assoc Super | 500 | | |
| 100.16.2210.101.5500 | Printing - Curriculum | | -200 | |
| 100.16.2210.101.6110 | Instructional Supplies - Curriculum | | -1,600 | Associate Superintendent's |
| 100.16.2210.101.6115 | Standardized Testing - Curriculum | | -2,500 | Request |
| 100.16.2210.101.6410 | Textbooks - Curriculum | | -300 | |
| 100.16.2210.101.8100 | Dues & Fees - Curriculum | | -1,000 | |
| **Total for Request** | | **5,600** | **-5,600** | |

*13*

| Account | Description | Increased | Decreased | Notes |
|---|---|---|---|---|
| 100.16.2210.101.3506 | Purch Software Services - Curriculum | 5,000 | | |
| 100.16.2210.101.3301 | Prof EE Services - Curriculum | | -3,000 | |
| 100.16.2210.101.6115 | Standardized Testing - Curriculum | | -1,000 | Associate Superintendent's |
| 100.16.2210.101.8100 | Dues & Fees - Curriculum | | -1,000 | Request |
| **Total for Request** | | **5,000** | **-5,000** | |

*14*

| Account | Description | Increased | Decreased | Notes |
|---|---|---|---|---|
| 100.16.2210.101.5800 | Travel - Curriculum | 2,780 | | |
| 100.16.2230.119.4320 | Repair & Mx Contracts - Tech Services | | -850 | |
| 100.16.2210.101.6115 | Standardized Testing - Curriculum | | -1,430 | Associate Superintendent's |
| 100.16.2210.101.8100 | Dues & Fees - Curriculum | | -500 | Request |
| 100.12.2220.101.6411 | Library Books - MS - Library | | | |
| **Total for Request** | | **2,780** | **-2,780** | |

*15*

| Account | Description | Increased | Decreased | Notes |
|---|---|---|---|---|
| 100.16.2230.119.3401 | Prof & Tech Services - Tech | 500 | | Information Technology |
| 100.16.2230.119.6110 | Instructional Supplies - Tech | | -500 | Supervisor's Request |
| **Total for Request** | | **500** | **-500** | |

*16*

| Account | Description | Increased | Decreased | Notes |
|---|---|---|---|---|
| 100.16.2500.101.3101 | Purchased Services - Fiscal Services | 2,765 | | |
| 100.16.2500.101.4440 | Leases - Fiscal Services - Tech | | -2,765 | Fiscal Director's Request |
| **Total for Request** | | **2,765** | **-2,765** | |

*17*

| Account | Description | Increased | Decreased | Notes |
|---|---|---|---|---|
| 100.16.2210.101.6410 | Textbooks - Curriculum | 20,000 | | |
| 100.11.1100.101.3201 | Prof Ed Services - HS | | -12,000 | Fiscal Director's Request |
| 100.16.1100.101.5601 | Tuition - Regular Ed - Public | | -8,000 | |
| **Total for Request** | | **20,000** | **-20,000** | |

*18*

| Account | Description | Increased | Decreased | Notes |
|---|---|---|---|---|
| 100.16.2500.101.7302 | Furniture & Fixtures - Fiscal Services | 745 | | |
| 100.16.2500.101.4440 | Leases - Fiscal Services - Tech | | -745 | Fiscal Director's Request |
| **Total for Request** | | **745** | **-745** | |

*19*

| Account | Description | Increased | Decreased | Notes |
|---|---|---|---|---|
| 100.16.2230.119.7304 | Tech Eqpmt - Computer Science | 42,480 | | |
| 100.16.1200.122.5603 | Tuition - SPED - Outside CT | | -42,480 | Fiscal Director's Request |
| **Total for Request** | | **42,480** | **-42,480** | |

*20*

# BETHEL BOARD OF EDUCATION 2011-12
## BUDGET TRANSFERS - July 1, 2011 through March 31, 2011
### DETAIL BY REQUESTED TRANSFER

| Account | Description | Increased | Decreased | |
|---|---|---:|---:|---:|
| No Transfers from this Account | | | | |
| | **Total for Account 1000** | **0** | **0** | **0** |
| | | | | |
| No Transfers from this Account | | | | |
| | **Total for Account 2000** | **0** | **0** | **0** |
| | | | | |
| 100.11.1100.101.3201 | Prof Ed Services - HS | 0 | -12,000 | |
| 100.11.2900.978.3401 | Purch Prof Services - HS - Sports/Clubs | 0 | -177 | |
| 100.16.2210.101.3301 | Prof EE Services - Curriculum | 0 | -3,000 | |
| 100.16.2210.101.3302 | Conference Registration - Curriculum | 5,100 | 0 | |
| 100.16.2210.101.3303 | Conf Reg - Curriculum - Assoc Super | 500 | 0 | |
| 100.16.2210.101.3506 | Purch Software Services - Curriculum | 5,000 | 0 | |
| 100.16.2230.119.3401 | Prof & Tech Services - Tech | 500 | 0 | |
| 100.16.2320.101.3302 | Conference Registration - Central Office | 150 | 0 | |
| 100.16.2500.101.3101 | Purchased Services - Fiscal Services | 2,765 | 0 | |
| | **Total for Account 3000** | **14,015** | **-15,177** | **-1,162** |
| | | | | |
| 100.12.1100.110.4301 | Repair & Mx - MS - Phys Ed | 0 | -45 | |
| 100.16.2230.119.4320 | Repair & Mx Contracts - Tech Services | 0 | -850 | |
| 100.16.2500.101.4440 | Leases - Fiscal Services - Tech | 0 | -3,510 | |
| | **Total for Account 4000** | **0** | **-4,405** | **-4,405** |
| | | | | |
| 100.11.1100.101.5500 | Printing - HS | 1,307 | 0 | |
| 100.11.1100.108.5800 | Travel - HS - Math | 0 | -90 | |
| 100.11.1100.129.5101 | Transportation - HS - ROTC | 1,015 | 0 | |
| 100.11.2900.978.5101 | Transportation - HS - Clubs | 2,000 | 0 | |
| 100.12.1100.101.5500 | Printing - MS | 0 | -88 | |
| 100.12.2410.101.5800 | Travel - MS | 85 | 0 | |
| 100.16.1100.101.5601 | Tuition - Regular Ed - Public | 0 | -8,000 | |
| 100.16.1200.122.5603 | Tuition - SPED - Outside CT | 0 | -42,480 | |
| 100.16.2210.101.5500 | Printing - Curriculum | 0 | -200 | |
| 100.16.2210.101.5800 | Travel - Curriculum | 177 | 0 | |
| 100.16.2210.101.5800 | Travel - Curriculum | 2,780 | 0 | |
| | **Total for Account 5000** | **7,364** | **-50,858** | **-43,494** |

| Account | Description | Increased | Decreased | |
|---|---|---|---|---|
| | | | | |
| 100.11.1100.101.6110 | Instructional Supplies - HS | 0 | -1,307 | |
| 100.11.1100.101.6110 | Instructional Supplies - HS | | -2,000 | |
| 100.11.1100.101.6901 | Other Supplies - HS | 0 | -15 | |
| 100.11.1100.108.6110 | Instructional Supplies - HS - Math | 118 | 0 | |
| 100.11.1100.108.6410 | Textbooks - HS - Math | 0 | -28 | |
| 100.11.1100.129.6110 | Instructional Supplies - HS - ROTC | 0 | -1,000 | |
| 100.11.2410.101.6901 | Other Supplies - HS | 0 | -224 | |
| 100.12.1100.101.6110 | Instructional Supplies - MS | 133 | 0 | |
| 100.12.1100.113.6410 | Textbooks - MS - Social Studies | 0 | -1,200 | |
| 100.12.1100.128.6110 | Instructional Supplies - MS - Health Services | 0 | -85 | |
| 100.14.1100.101.6110 | Instructional Supplies - JS | 0 | -800 | |
| 100.14.1100.102.6110 | Instructional Supplies - JS - Art | 0 | -200 | |
| 100.14.1100.108.6100 | Instructional Supplies - MS - Math | 0 | -150 | |
| 100.14.1100.109.6110 | Instructional Supplies - JS - Music | 0 | -1,200 | |
| 100.14.1100.111.6410 | Textbooks - JS - Reading | 0 | -500 | |
| 100.14.1100.113.6410 | Textbooks - JS - Social Studies | 0 | -500 | |
| 100.14.2120.101.6110 | Instructional Supplies - JS - Guidance | 0 | -500 | |
| 100.14.2220.101.6411 | Library Books - JS | 0 | -200 | |
| 100.14.2410.101.6412 | Reference Material - JS | 0 | -400 | |
| 100.14.2410.101.6901 | Other Supplies - JS | 0 | -600 | |
| 100.16.2210.101.6110 | Instructional Supplies - Curriculum | 0 | -1,600 | |
| 100.16.2210.101.6115 | Standardized Testing - Curriculum | 0 | -4,930 | |
| 100.16.2210.101.6410 | Textbooks - Curriculum | 20,000 | -300 | |
| 100.16.2230.119.6110 | Instructional Supplies - Tech | 0 | -500 | |
| 100.16.2320.101.6901 | Other Supplies - Central Office | 0 | -150 | |
| | **Total for Account 6000** | **20,251** | **-18,389** | **1,863** |
| | | | | |
| 100.12.1100.101.7304 | Tech Eqpmt - MS | 1,200 | 0 | |
| 100.14.1100.101.7302 | Furniture & Fixtures - JS | 0 | -1,200 | |
| 100.14.1100.101.7304 | Tech Eqpmt - JS | 6,100 | 0 | |
| 100.16.2230.119.7304 | Tech Eqpmt - Computer Science | 42,480 | 0 | |
| 100.16.2500.101.7302 | Furniture & Fixtures - Fiscal Services | 745 | 0 | |
| | **Total for Account 7000** | **50,525** | **-1,200** | **49,325** |
| | | | | |
| 100.11.2410.101.8100 | Dues & Fees - HS | 224 | 0 | |
| 100.14.2410.101.8100 | Dues & Fees - JS | 150 | 0 | |
| 100.16.2210.101.8100 | Dues & Fees - Curriculum | 0 | -2,500 | |
| | **Total for Account 8000** | **374** | **-2,500** | **-2,126** |
| | | | | |
| | **Total Transfers From:** | | **(46,037)** | |
| | **Total Transfers To:** | **46,037** | | |

# BETHEL BUDGET 2011-12
## BUDGET TRANSFER SUMMARY BY PERIOD

| Object Codes | | Approved Budget | 1st Quarter Adjustments | 2nd Quarter Adjustments | 3rd Quarter Adjustments | Total Transfers | Final Budget |
|---|---|---|---|---|---|---|---|
| Salaries | 1000 | 25,971,979 | 0 | -20,000 | 0 | -20,000 | 25,951,979 |
| Employee Benefits | 2000 | 6,485,635 | 0 | 0 | 0 | 0 | 6,485,635 |
| Professional Services | 3000 | 520,828 | 892 | 85,027 | -1,163 | 84,756 | 605,584 |
| Purchased Property Services | 4000 | 539,025 | -8,955 | -20 | -4,405 | -13,380 | 525,645 |
| Other Purchased Services | 5000 | 3,780,907 | 3,104 | -73,699 | -43,494 | -114,089 | 3,666,818 |
| Supplies | 6000 | 1,048,719 | -28,867 | -12,064 | 1,863 | -39,068 | 1,009,651 |
| Property | 7000 | 67,850 | 32,749 | 20,605 | 49,325 | 102,679 | 170,529 |
| Miscellaneous | 8000 | 53,101 | 1,077 | 151 | -2,126 | -898 | 52,203 |
| Total Budget | | 38,468,044 | 0 | 0 | 0 | 0 | 38,468,044 |
| | | | | | | | |
| Total Transfers From | | | -37,822 | -105,783 | -51,188 | -187,435 | |
| Total Transfers To | | | 37,822 | 105,783 | 51,188 | 187,435 | |
| | | | | | | | |
| % of Total Budget | | | | | | 0.49% | |

*JOB DESCRIPTION*

**Bethel Public Schools - Bethel, CT**

| 1.33 |
|:---:|
| Locator |

| **Position Title:** | **Network Support Specialist** |
|---|---|

**QUALIFICATIONS:**

A) Minimum of a 2-yr College Degree and / or one or more Network Administration Certifications such as Comp/TIA Network +, Microsoft, Novell, Red Hat, HP, Cisco, Apple, or an equivalent combination of education and experience

B) Proficiency in multi-platform network environments, including Macintosh, Linux, VMWare, Microsoft, and Novell Operating Systems

C) Experienced in the daily administration of network directory services, and configuration of computer servers and workstations in a networked environment using network management tools such as ZenWorks or Group Policy

D) Experience with Enterprise WLAN system support including configuration of mobile devices

E) Full understanding of TCP/IP and intranet routing, and experience in configuration of network switches and routers.

**REPORTS TO:**          **Supervisor of Technology Operations**

**JOB GOAL:**
**Performs daily administrative tasks relating to the computer network, switches, routers, workstations, mobile devices, and servers. Assists Supervisor of Technology Operations with Network Projects. Provides technical support for the Bethel School District and Town of Bethel technology programs.**

**PERFORMANCE RESPONSIBILITIES:**

1. Under the direction of the Supervisor of Technology Operations, coordinates daily network administrative tasks including, but not limited to: adding and deleting user accounts, network monitoring and troubleshooting, implementing network policies, and testing new software compatibility and deployment methods.
2. Installs and/or updates Network Operating System software. Assists in provisioning Virtual Hosts and Guests.
3. Develops managed workstation images for deployment, and keeps up-to-date documentation on the content and procedures needed to create and deploy the images.
4. Assists the Supervisor of Technology Operations with tasks on network projects.
5. Works collaboratively with the Technology Support Specialist, support technicians, and instructional technology faculty in supporting end-users and resolving software and hardware issues at all school sites and at Town Hall.
6. Maintains an accurate inventory of district-wide hardware and software
7. Able to perform all duties of the Technology Support Specialist
8. Performs other responsibilities as deemed necessary by the Supervisor of Technology Operations.

**TERM OF EMPLOYMENT:**  Twelve-month position

**EVALUATION:**      Supervisor of Technology Operations
Approved:

# Bethel Public Schools
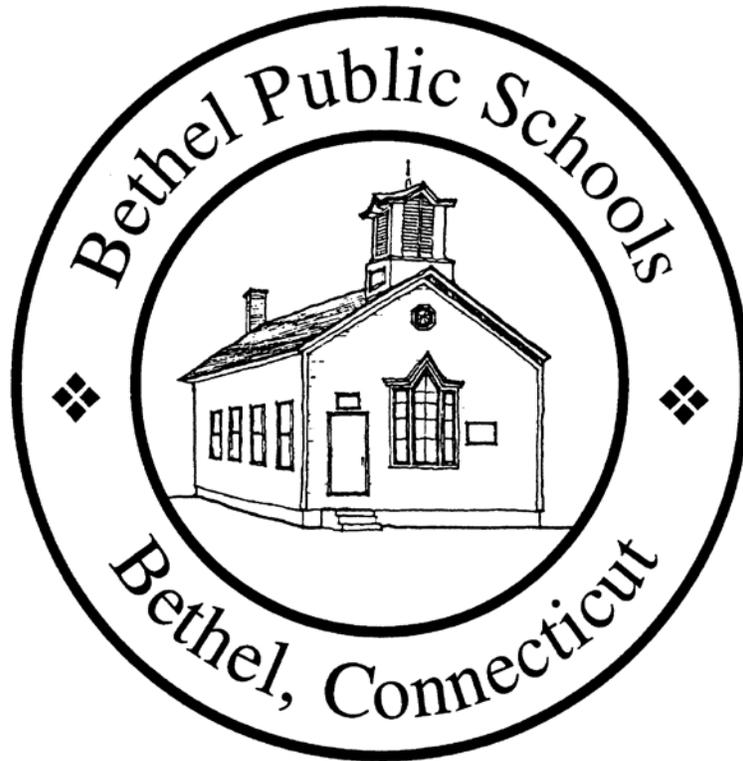
# Technology Plan for 2012 through 2015

## March 8, 2012 Draft

# EDUCATIONAL TECHNOLOGY PLAN APPROVAL PROCESS

The need for careful educational technology planning is as important as ever. The CSDE and RESC Alliance have updated the technology plan template to reflect current school district needs and more closely align it to the National Technology Plan. Please read the technology plan process and refer to the evaluation section that lists some of the elements of an exemplary plan. Your RESC contact is listed within the template and is ready to help you plan if you require assistance.

1. **Technology Plan**:  Complete the plan using the template provided.
2. **RESC Review\*:** Send a draft of the completed plan as an email attachment to the RESC staff listed below for your RESC region. This person will be your contact for an initial review and will facilitate the process. Please submit your initial draft by March 9, 2012 using the subject line "Technology Plan Submission"
3. **Revisions**: Your RESC contact will review and provide recommendations. You must then complete these revisions by May 15, 2012.
4. **Superintendent/Director signature**:  Your plan needs to be signed by your superintendent or director on the three signature lines listed below.
   a. Technology Plan Preparation Check-Off Page
   b. LEA Federal Grant Program Compliance Form
   c. Children's Internet Protection Act (CIPA) Certification
5. **Board of Education Approval**: Submit the plan to your local board for approval.
6. Final Approval: Send the final copy, signed and board approved to your RESC contact. Send one (1) hard copy and an electronic file on CD before June 15, 2012.
7. **Final Check**: The plan will be to be initialed by the RESC contact and forwarded to CSDE.
8. **Certification**: Upon review and approval by the CSDE, a letter of state certification will be sent by the CSDE to the LEA superintendent/director.

*\* The RESC reviewer's task is not to evaluate your technology plan but to check it for completeness and alignment with the template's requirements.*

| RESC Region | Staff | Phone | Address | Email |
|---|---|---|---|---|
| ACES | Howard Gunther | 203-407-4416 | ACES 205 Skiff Street Hamden, CT 06517 | hgunther@aces.org |
| CES | Esther Bobowick | 203-365-8883 | CES 40 Lindeman Drive Trumbull, CT 06611 | bobowice@ces.k12.ct.us |
| CREC | Doug Casey | 860-524-4092 | CREC 111 Charter Oak Avenue Hartford, CT 06106 | dcasey@crec.org |
| EASTCONN | Jane Cook | 860-455-0707 | EASTCONN 376 Hartford Turnpike Hampton, CT 06247 | jcook@eastconn.org |
| Education Connection | Jonathan Costa | 860-567-0863 | Ed Connection 355 Goshen Road Litchfield, CT 06759 | costa@educationconnection.org |
| LEARN | Verna Sodano-Richards | 860-434-4800 ext. 367 | LEARN 44 Hatchetts Hill Road Old Lyme, CT 06371 | vsodano@learn.k12.ct.us |

# Cover Page

EDUCATIONAL TECHNOLOGY PLAN – July 1, 2012-June 30, 2015

| | |
|---|---|
| District/Agency: | Bethel Public Schools |
| LEA Code: | 009 |
| Technology Plan Contact: | Dr. Janice M. Jordan, Associate Superintendent |
| Phone: | 203-794-8613 |
| Fax: | 203—794-8723 |
| Email: | jordanj@bethel.k12.ct.us |
| Address: | PO Box 253, Bethel, CT 06801-0253 |
| Name of Superintendent or Director: | Dr. Kevin Smith |
| Email: | smithk@bethel.k12.ct.us |
| Signature of Superintendent or Director: | Date: |
| Date Submitted to Board of Education: | |
| Date Approved by Board of Education: | |

For RESC/SDE Use Only:

| | | |
|---|---|---|
| RESC Regional Reviewer: | | Date: |
| RESC Recommendation for Approval: | Yes / No / Conditional | Date: |
| CSDE Authorization: | | Date: |

## Technology Plan Preparation Check-Off Page

The submitted plan has the following:

- ✓ Cover Page
- ✓ Technology Plan Preparation Check-Off Page
- ✓ LEA Federal Grant Program Compliance Form
- ✓ LEA Profile
- ✓ Technology Planning Committee
- ✓ Vision Statement
- ✓ Needs Assessment
- ✓ Goal 1
- ✓ Goal 2
- ✓ Goal 3
- ✓ Goal 4
- ✓ Goal 5
- ✓ Children's Internet Protection Act (CIPA) Certification
- ✓ Optional Reporting*

    *The LEA is encouraged to complete a technology funding source list and budget to submit with the technology plan.*

---

Signature of Authorized LEA Agent                                    Date

Dr. Janice M. Jordan, Associate Superintendent of Schools          March 8, 2012

# Local Education Agency (LEA) Federal Grant Program Compliance Form

**Bethel Public Schools**

*Developing a comprehensive technology plan based on the educational goals of the school system will ensure that the most appropriate technologies are effectively infused into your instructional and/or administrative programs. Thorough planning also ensures that all parties have equitable access and achieve the greatest benefit from routine use of educational technology.  The comprehensive technology plan should demonstrate clear targets for technology use, spell out desired goals for learners, create visions for future directions, build "buy-in" from stakeholders, and demonstrate to those who might provide funding that a district or charter holder is ready to act.*

*School districts, consortia or charter schools (LEAs) who apply for technology funding through any Federal grant program are required to have developed a comprehensive, three-year plan, which outlines how the agency intends to utilize and integrate educational technology.*

The applying agency (check all that apply)

   x          is compliant with the provisions of the Children's Internet Protection Act (CIPA) [20 U.S.C. § 6777]

              will be CIPA compliant by this date. _____

   x          has applied for E-Rate Funding.

       The LEA's comprehensive technology plan must be approved by the local board of education.

       Date the plan was approved: _____

       **OR**

       Date the plan is to be submitted for board approval: _____

       **Certified by:**

_____       _____

Signature of Superintendent or Director                           Date

       Dr. Kevin Smith, Ph.D.
_____

Printed Name of Superintendent or Director

# LEA Profile

**LEA NAME:**   Bethel Public Schools

This information should provide a "snapshot" of your district and help planners and reviewers to understand areas of need.  This information will also assist the CSDE to establish priorities in the provision of resources to districts.  The CSDE is particularly interested in the capability that each LEA has to access resources that will be placed onto the Connecticut Education Network (CEN). The new questions about technological literacy and professional development are asked as a result of additional federal reporting requirements.

## Technology Literacy

| Questions | Your District's Numbers |
|---|---|
| How many Grade 8 students were evaluated for technological literacy, based on your district's standards, during the 2010-11 school year? | 100% |
| Based on that evaluation, how many of those students were considered technologically literate? | 100% |
| How many hours of technology related professional development were offered to certified educators in 2010-11? (Include workshop hours that are offered to all of your educators-both teachers and administrators. These sessions may be online and may include full-day or partial-day sessions provided by RESC personnel. Although both mentoring and coaching are considered very effective methods of offering pd, do not include any of those hours.) | 53 hours |
| How many hours of technology related professional development were offered to administrators in 2010-11? (Count only those pd hours offered specifically for administrators.) | 12 hours |
| What fraction of your certified staff in Grades K-8 does your district consider technologically literate? (Do not reduce the fraction to lowest terms; the fraction's denominator should reflect the actual number of professional K-8 staff. For example, if out of 120 certified staff, 110 are considered technologically literate-the answer would be 110/120. ) | 192/192 |
| What fraction of your certified staff in Grades 9-12 does your district consider technologically literate? (Do not reduce the fraction to lowest term.  The fraction's denominator should reflect the actual number of professional 9-12 staff.) | 106/106 |

## Policies

How often are your Responsible Use Policy and other technology-related policies updated (Please check one below)?

☐ Every year **X** Every other year ☐ At least every three years ☐ Other: _____
Insert a link to your district's AUP below if it is stored on the Web:

**Policy Link  for Policy & Form 6141.321**

http://www.policy.cabe.org/bethel/

## *Online Assessments*

When filling out the table below, please consider the following conditions:
- the number and percentage of each grade level of students that can have high-speed internet access at the same time;
- that students are grouped in clusters of no more than thirty and no less than ten; and
- that students remain in their own school.

| | |
|---|---|
| Maximum number of Grade 4 students who could be accommodated under the above conditions. | 50 |
| Percentage of Grade 4 students who could be accommodated under the above conditions (number accommodated/total number of Grade 4 students). | 24% |
| Maximum number of Grade 6 students who could be accommodated under the above conditions. | 75 |
| Percentage of Grade 6 students who could be accommodated under the above conditions (number accommodated/total number of Grade 6 students). | 34% |
| Maximum number of Grade 8 students who could be accommodated under these conditions. | 75 |
| Percentage of Grade 8 students who could be accommodated under the above conditions (number accommodated/total number of Grade 8 students). | 30% |
| Maximum number of Grade 10 students who could be accommodated under the above conditions. | 232 |
| Percentage of Grade 10 students who could be accommodated under the above conditions (number accommodated/total number of Grade 10 students). | 96% |

# TECHNOLOGY PLANNING COMMITTEE

| Member | Title | Constituency Represented |
|---|---|---|
| David Arre | Supervisor of Technical Operations | Technology Infrastructure Planning, Monitoring, and Support Services for the District and for the Town of Bethel |
| Daniel DeBlois | Supervisor of Information Technology | Instructional, Communications, and Data Management Technology Planning and Supervision for District;  Supervisor of Technology Teachers, Tech Champions, Library-Media Specialists, and Supervisor of Technical Operations |
| Danna DeSimone | Data Specialist | Data Management and Technology Trainer for District;  Parent |
| Karen Fildes | Bethel High School Department Chairperson for Applied Studies | Teacher for the BHS Digital Academy Program and Department Chair for Technology Education, Television Production, Child Development, Culinary Arts, and Business Departments; Planner for District Technology Professional Development |
| Dr. Janice Jordan | Associate Superintendent | Board of Education and District Supervision of  Teaching, Learning, and Assessment |
| Theresa Yonsky | Director of Fiscal Services | Board of Education and District Fiscal Management |

### Technology Planning Committee Formation and Expertise

The Technology Planning Committee members were selected by Dr. Janice Jordan for their special areas of expertise:  Mr. Arre is the IT System Specialist who is intimately familiar with how the entire infrastructure works for the town of Bethel as well as for the school district;  Mr. DeBlois supervises all the IT personnel as well as the

library media specialists and the technology teachers, and as part of that role, he does extensively planning for technology integration by teachers and administrators; Mrs. Karen Fildes is a recognized technology innovator within the district, and as a member of the Professional Development Council, plans and conducts continuous PD for teachers; Mrs. DeSimone provides professional development for certified and non-certified staff, and she troubleshoots software problems for the major programs running within the district. Mrs. Yonsky supports the technology program with innovative funding for hardware, software, and personnel needed in order to deliver the technology vision. All of these individuals brought their special expertise to the creation of the Technology Plan for 2012-2015 for Bethel's Board of Education.

In the 2012-13 school year, the Technology Planning Committee, under the direction of Dr. Jordan, will expand to include additional stakeholders and will meet *monthly* to evaluate the progress of the Tech Plan's implementation and address any setbacks to the plan. The Technology Planning Committee will use follow-up surveys of the administrators and teachers as well as "Technology Walks" with the Superintendent and principals to evaluate the status of the technology vision and the Tech Plan in the district. Additionally, the Technology Planning Committee 1) will monitor the funding for technology integration within the district, 2) will continuously assess the needs for new infrastructure and hardware as well as software upgrades, 3) will monitor the equitability of technology distributed throughout the district, and 4) will re-work or update any of the goals and activities outlined in the Technology Plan if needed.

## VISION STATEMENT

Technology is a major catalyst for the transformation of teaching and learning within the Bethel Public Schools evidenced by student-centered, personalized, blended learning in every classroom.

To achieve this vision, we

- Support a culture of continuous technology innovation in Bethel, and make technology advancements accessible to students, teachers, and staff as quickly as possible;

- Expect that by the end of grade 8, *all* Bethel students will demonstrate proficiency in the ISTE National Educational Technology Standards and Performance Indicators for Students (NETS-S);

- Monitor and support, within the supervision and evaluation process, that *all* Bethel teachers demonstrate proficiency in the ISTE National Education Technology Standards and Performance Indicators for Teachers (NETS-T), and show specific evidence of continuous growth in the use of digital tools to improve teaching and learning, communication, and data management;

- Monitor and support, within the supervision and evaluation process, that *all* Bethel support staff demonstrate mastery of the communication and data management tools appropriate to their roles in the district;

- Monitor and support, within the supervision and evaluation process, that *all* Bethel administrators demonstrate proficiency in the ISTE National Education Technology Standards and Performance Indicators for Administrators (NETS-A) and demonstrate use of the appropriate instructional, communication, and data management tools appropriate to their roles in the district;

- Provide the necessary human and financial resources within the operating budget to realize the District's vision for technology.

# NEEDS ASSESSMENT

## A. <u>Needs Assessment—Interviews</u>

The Technology Planning Committee extensively interviewed, during the months of October, November, and December, all of the following key stakeholders about what they wanted the Technology Plan to address in order to insure improvement and growth as well as to assess the needs for technology:

<u>Library Media Specialists</u>:
Mrs. Eileen Bomberger, Rockwell School
Mrs. Christine Haddad, Johnson School
Mrs. Kathy Malatesta, Bethel Middle School
Mrs. Kathy Rainville, Berry School
Ms. Jessica Wismar, Bethel High School

<u>Technology Teachers</u>
Mrs. Angela Bassett, Berry School
Ms. Sheila Gambino, Bethel Middle School
Ms. Jan Jagush, Bethel Middle School
Mrs. Casey Ragan, Rockwell School
Mrs. Jen Torpey, Johnson School

<u>School and District Administrators</u>
Dr. Kristen Brooks, Principal of Berry School
Ms. Pamela Chapman, Assistant Principal of Bethel Middle School
Dr. Gary Chesley, Former Superintendent of Bethel Public Schools
Dr. Patricia Cosentino, Principal of Bethel High School
Ms. Elizabeth DiBiase, Supervisor of Special Education
Dr. Kathleen Gombos, Principal of Johnson School
Dr. Pauline Goolkasian, Supervisor of Special Education
Mr. Brian Kirmil, Principal of Rockwell School
Mr. Gary Lawlor, Assistant Principal of Bethel High School
Mr. Derek Muharem, Principal of Bethel Middle School
Mrs. Linda Pica, Director of Special Education and Pupil Services
Mrs. Michelle Rutledge, Supervisor of Language Arts
Dr. Kevin Smith, Superintendent of Bethel Public Schools
Mr. Christopher Troetti, Assistant Principal of Bethel High School

<u>Learning Initiatives Team</u>
Mrs. Kit Kechejian, Science K-8
Mrs. Lynda Lozier, Special Education
Ms. Christina Ulreich, Language Arts K-3
Mrs. Amy Weed, Mathematics K-8

<u>Technology Support</u>
Mr. Don Grant, District-Wide
Mr. Johnathan Pileggi, District-Wide

<u>BHS Department Chairs</u>
Mrs. Linda Anderson, Student Internships, Cadet Teaching, and Cooperative Work Experience

Mrs. Anne Bogart, Art
Mrs. Jessica Galbraith, Social Studies
Dr. Pauline Goolkasian, Special Education and Pupil Personnel Services
Ms. Mari Lerz, English and World Languages
Mr. Christopher Longo, Science
Mrs. Jayme McGovern, Athletic Director
Mrs. Pamela Strout, Mathematics

BMS Curriculum Leaders
Ms. Maureen Berescik, Art K-8
Mr. Ron Douglass, Social Studies
Dr. Julie Ferreira, Language Arts
Mrs. Paula Gill, World Languages
Mr. Steve LaBounty, Science
Mr. Jim Reynolds, Science
Ms. Rebecca Tomasio, Language Arts
Mr. Bryan Watson, Social Studies

B. **The Technology Planning Committee held these interviews on the following dates:**

| | |
|---|---|
| Johnson School Principal | October 24, 2011 |
| Bethel High School Administrators | November 1, 2011 |
| Bethel Middle School Administrators | November 2, 2011 |
| Special Education Administrators | November 3, 2011 |
| Learning Initiatives Team | November 7, 2011 |
| Rockwell and Berry School Principals | November 7, 2011 |
| BMS Curriculum Leaders | November 7, 2011 |
| BHS Department Chairs | November 18, 2011 |
| Internships/Cadet Teachers/CWE | November 29, 2011 |
| Technical Support | November 30, 2011 |
| Library Media Specialists | December 7, 2011 |

C. **During these interviews, the different representative groups were asked for specific information and examples directly from their own experiences in order that we could address each question on the following needs assessment:**

- Is technology's use by teachers and students, and the integration of technology into learning within your school effective given your experiences and those of your colleagues and teachers?
    - What is working well for you and your school regarding technology?
    - What needs to change in order for technology to be integrated more effectively?
    - What is the range of technology use by teachers, students, and staff?
    - How effectively are the ISTE NETS standards for teachers being demonstrated at your school?
    - How effectively are your students demonstrating the ISTE NETS standards for students?

- What are the needs you and your colleagues know must be addressed in the 2012-2015 Tech Plan if the District and your school are to meet their goals for technology?
    - What are your schools technology goals?
    - What are the stumbling blocks to your school's ability to meet your technology goals?

- Are the hardware/infrastructure availability and the technical support adequate for effective and productive operations?
    - What technical upgrades do you need in your school?
    - Where do we specifically need more digital devices and peripherals?
    - Are the administrative computers adequate for your needs?
    - Is your school's/department's productivity where it needs to be?
    - Is the technology adequate for monitoring school building safety?
    - Is the technology adequate for monitoring school bus safety?
    - Do the lead custodians and the Supervisor of Facilities and Operations have adequate access to technology in order to do their jobs effectively?

- Is the appropriate software available and is the technical support available in order to improve teaching, learning, communication, and data management?
    - Do we have the best available/most appropriate software for scheduling, instruction, curriculum development, student registration, data management, and communication?
    - Are the social media and other communication vehicles—district and school websites, Parent Portal, Facebook pages, Twitter, and other tools—used effectively for our communication needs?
    - Please assess the effectiveness of RTI Studio for data management, and assess your use of RTI at your school with teachers and PLCs.

- Evaluate the adequacy of the professional development programs which support teachers' and administrators' understanding and use of new digital tools for instruction, data management, and communication.
    - Evaluate the quality of the Tech Champion program in your school in terms of on-site professional development.
    - Technology professional development for teachers? Specialists? Office staff? Administrators? Instructional Support Staff?
    - Use of webinars or on-line learning?
    - Role of Library Media Specialists and Technology Teachers in on-site professional development for teachers?

- Is the integration of technology into curriculum, instruction, and student assessment adequate for improving student learning?

- What are the greatest barriers or stumbling blocks which must be removed in order to achieve our vision?

D. **Summary of Interview Responses:**

| Interview Topic | Summary of Responses |
|---|---|
|  |  |
| **Most Notable Success Stories with Technology** | **BS/RS:** Laptops for every classroom teacher are a great success; SMARTBoards in all classrooms in Berry, and in 12 Rockwell classrooms; iPad special project brought great interest and experimentation; Use of *United Streaming, Raz-Kids, Lexia*, and other web-based programs; *Rem-Desk* for administrators <br><br> **JS:** Teachers' commitment to learning technology and using it to increase learning and engagement is stronger than ever; Use of *Skills Tutor, Raz-Kids, SMARTMusic, Lexia, Discovery Education, Inspiration,* and new digital resources found in the library media center; Use of SMARTBoards in all classrooms; Use of *Vernier* labs; Collaboration among teachers to learn and apply more technology in their teaching |

| | |
|---|---|
| | **BMS:** Three upgraded computer labs increased access significantly and are in use constantly; Implementation of STEM program, units of *Project Lead the Way,* in middle school works well; Teachers' technology skills and interest continuously improving; Strong assistive technology program; Use of *Moodle* for journals, forums, and home access of classroom materials—especially in mathematics; Use of SMARTBoard technology strong; Use of Senteos strong (but not enough of them); Impact of technology on math and science instruction is particularly notable, but all departments are making strides; *Naviance* at core of BMS *Student Success Plans*; Use of *Vernier* labs in science; Use of digital maps and other tools in Social Studies; Use of document cameras for editing and revising authentic work; Use of *Skills Tutor* and *RTI Studio* for intervention<br><br>**BHS:** Academy Science classes and the Digital English program are enormously successful; *Keystone Credit Recovery* works well in summer school; Use of *Moodle* works very well in all classes and is wide-spread; Security cameras have worked very well to increase safety; SMARTBoards in all math and Applied Arts classes, most science classes, working well with some teachers emerging as experts with this tool; Tech Champs are key to building-based PD for technology; installation of wireless network access and the new BYOT have helped teachers and students; Laptops for all teachers, especially Interventionists and SPED teachers make collaboration easier; *PowerSchool's* accountability with Parent Portal has been a great success; Scheduling with *PowerSchool* improves every year*;* Library Media program very strong with many exciting digital resources; *Naviance* at core of *Student Success Plans*; *YouTube* access successful for classroom teachers<br><br>**SPED:** All teachers now have laptops and most of the Speech and Language Pathologists to manage data and monitor student progress; iPads given to each counseling team for social skills instruction with children; iPod Touches bought for student use; Specifically identified students received assistive mobile technologies; key-boarding groups established for third graders; Assistive Technology Team working to improve student accessibility and teacher use of technology; increased use of audio and visual texts for students<br><br>**IT Staff:** BHS, RS, and JS wireless add versatility; laptops for all classroom teachers having huge impact; fiber WAN helped save money and increased speed tremendously; now using fewer, consolidated servers; SmartPhones for administrators making for quicker communication; BYOT innovative and successful<br><br>**Tech Teachers/Library-Media Specialists:** Assistive Technology program working well for most special needs students; teachers' technology skills and interest are very strong and growing daily; WiFi at JS, RS, and BHS working well; BYOT working very well at BHS<br><br>**Learning Initiatives Team:** Laptops for LITs help these teachers with their mobility issues; Use of *iFolder* and use of *Evernote* very helpful; Use of *Bookshare, Lexia, Skills Tutor, and RTI Studio* are critical tools for teachers and LITs*;* Use of flashdrives, document cameras having a big impact |
| | |
| **Most Pressing Needs to be Addressed in Tech Plan** | **BS/RS:** Training for Tech Champions; the expansion of their roles, and the updating of their equipment necessary to support teachers; Teachers want to keep their laptops over the summer to work; Need faster way to re-image computers using virtualization; PD for Technology must be personalized and differentiated; Reading Teachers want iPads for |

tracking data as they work with children;  Need more computers/iPads in the classrooms, more mobile devices for teachers; the Word Processing curriculum must be improved to meet the demands ahead of the SMARTER BALANCED ASSESSMENTS;  Need security cameras at both buildings—especially for outside exits;  Rockwell must have an electrical upgrade to support its use of more technology;  Mount all projectors to save space in classrooms

**JS:** Need to relocate or mount all projectors in classrooms to save space;  G4 computers must be replaced with new models now (too slow to manage new software); Classroom desktops need to be upgraded/replaced too;  Want at least one digital microscope for the Science Room; Need more Tech Champ training and more equipment for them; Need more PD on creating problem-based learning experiences with technology;  Need more training for the non-certified staff on new technologies and software programs;  all specialists need laptops; Technical support is often too slow to respond to needs;  Need to provide technology for "check out" for students who do not have access due to financial circumstances

**BMS:** Need to remove any G4 computers left in the building (too slow); Must have wireless and BYOT;  Migrate to more cloud-based applications;  Access to computer labs is a major issue—more labs needed; Need to expand the STEM initiative beyond *Project Lead the Way*; Replace the old desktop computers (outdated and slow); Provide needy families access to technology through check-outs of iPads and computers in library; Upgrade all scanners and the main media center computers;  Need more document cameras and digital video cameras; Want more access to iPads in classrooms;  Create vertical teams for technology K-12 to share ideas;  Security cameras needed at all entrances, especially the cluster wings, cafeteria, back hallway, stairwells, hallways, gymnasium, and outside near key entrances and exits;  Need inventory control system through *Destiny;* Need better training and support for Tech Champs

**BHS:**  Need more mobile labs—even though there are 10 labs, only 2.5 can be signed up for by staff;  World Languages must have a Language Lab to meet their goals for their program; Need better training and equipment for Tech Champs;  More open access to APPS for Tech Champs;   Need iPads for BHS Interns on-the-job;   Must upgrade/replace all classroom desktops;  Must make technology available to students who cannot afford it (for check out); Increase access for students and teachers to iPads and laptops for the classroom;  It's time for students to have email accounts

**SPED:**  Need more training for iPad users and for other technologies;  Want all counseling teams to have iPads (social skills training); larger display screens needed in all schools for children with special needs; Need an Assistive Technology Tech Champ in every building; Concern about replacing programs that are not cloud-based—looking for all web-based applications;  Want more SMARTBoards in Circle of Friends;  Need student laptops to be used as "compensatory tools" that the children can take home;  Need wireless at Berry and BMS; Replace desktops in special education classrooms;   Plan should work toward 100% accessibility for all teachers and students in Special Ed. program over next three years

**IT Staff:**  Need  VDI—virtual desktop infrastructure—to improve efficiency and allow for access to district software and resources at home by students and teachers;  Want more involvement in the purchase of software;  Want to be included in decisions by administration on software purchases;   Important  to  standardize  the  models  we  are  purchasing  for document cameras and all other peripherals; Need to complete wireless access at BMS and Berry School in a two-year cycle;  Increase lease to allow for more purchasing power—very hard to keep up with demand at the schools;  Need a plan to replace the PC and MAC servers; MUST have an emergency back-up plan to keep the servers running with a generator if we

have another set of storms (hurricane or snow storm) as we did last fall; Need to enhance data back-up systems for data recovery

**Tech Teachers/Library-Media Specialists:**   Reinstate the Tech LIT position to support teachers; Want all teachers to be able to incorporate 21st Century Learning into their lessons; Want to create and implement a standardized rubric for judging Information Literacy projects; Want to change the instructional models to make technology a regular part of lesson planning in all classrooms; Need more opportunities for webinar and on-line training for teachers and administrators; Need better cataloguing of all digital/mobile devices; Need a better system for evaluating and cataloguing "APPS" for the iPad (rubric); Want BYOT available in all schools/wireless in all schools; Must use *Destiny* to barcode *all* devices now and have LMS set up an organized way of cataloguing devices, training teachers to use them, and giving access privileges; Want mobile MAC LAB carts in all schools; Need to provide laptops to students for rent or to check out of library to address "equitable access" to technology at home

**Learning Initiatives Team:**  Need to address the SMARTER BALANCED Assessment and CCSS demands—is our technology up to the demands of their performance tasks?

| | |
|---|---|
| **Availability of Hardware and Software** | **BS/RS:**  Need new office computer at RS;  Wireless must be completed at Berry and improved at Rockwell; Specialists (art, music, and physical education) need laptops now; Must dispose of slow, older desktops that cannot run programs like *Lexia* or be used in centers as tools <br><br> **JS:** Need all G4 computers to be replaced immediately; Need upgraded Walkie-Talkies for emergencies;  Need outside intercom for the school (dangerous); Need security cameras for the back doors of the school; Specialists need laptops now <br><br> **BMS:** Wireless must be completed;  Replace the old desktop computers (outdated and slow); Replace all G4 computers with updated models;  Access to computer labs is a major issue—more labs needed or more mobile labs ; Access to iPads and smaller mobile devices a must for all classes;  World Languages program needs Language Lab;  Examine CIF-Compliant formats for all APPS (Curriculum Interchange Formats (CIF) presenting brief snippets of learning that can presented via a browser) <br><br> **BHS:** Need more mobile labs—even though there are 10 labs, only 2.5 labs can be signed up for by staff;  World Languages must have a Language Lab;  Increase on-line learning options for students who need credit recovery *and* for accelerating learning (seats for Virtual High School); increase on-line learning opportunities for teachers with financial support for their courses, when appropriate;  Upgrade *Moodle;*  Install SMARTBoard "arms" to free up classroom space;  Fix problems with *MS Excel* on the Macintosh computers;  Update all mathematics software to be compatible with OS-10 (Need *Geometer's Sketchpad* 4.01 immediately);  Need more document cameras;  Need more Senteo Systems;  Need more digital cameras and new models;  Want to use *Twitter*  as a communication tool <br><br> **SPED:**  Tech Plan should work toward 100% accessibility for all teachers and students in Special Ed. program over next three years <br><br> **IT Staff:**  Need *Help Desk* software to track technology requests; Control and set up of mobile devices is a concern—need carts to store mobile devices, volume licenses, one dedicated |

laptop per cart to help with the synchronizations of APPS;  Want clearer guidelines for the disposal of outdated machines in classrooms (leases were originally for replacements and upgrades, but replacements take longer now to complete and machines stay in classrooms longer)

**Tech Teachers/Library-Media Specialists:**  Need better system for APPS downloading and management for all iPad users;  Must catalogue all computers and mobile devices/peripherals using *Destiny* bar-coding;  Lack of wireless at BMS hindering teachers' and students' creativity;  Mobile MAC lab carts a must in all buildings to increase access;  Develop district room booking system to help teachers book computer labs electronically (more accountability); Develop better recycling system for electronic equipment of all types;  Investigate *Glide OS* transmedia systems for managing web-based desktops;  All specialists must now get laptops;  Scheduling options for computer labs and technology classes must become more flexible to allow for better real-time assistance for teachers using technology in their lesson design;  Vertical team meetings for technology desperately needed

| | |
|---|---|
| **Adequacy of Technical Support** | **BS/RS:**  Slow response to technical problems from IT support;  IT needs to finish jobs completely before leaving them; IT must be cognizant that small children are harder on computers at times;  Give on-site tech teachers, Tech Champs, and LMS personnel more log-in access so they can troubleshoot more technical problems and download APPS without delay;  *Help-Desk* software would be very welcomed by the staff to track problems and response time;  Give Tech Champs more training so that they can troubleshoot problems more easily <br><br> **JS:**  Technical support is slow;  Technology teacher emails for support, but help takes a long time;  When IT support finally comes, they do a great job;  Upgrade troubleshooting skill of the Tech Champs <br><br> **BMS:** Need more timely tech support and more communication from IT department;  Need better training and equipment for the Tech Champs, and need more Tech Champs <br><br> **BHS:** Need better training and equipment for the Tech Champs <br><br> **SPED:**  Need Assistive Technology Tech Champs <br><br> **IT Staff:**  Purchase "HELP DESK" software to track technical assistance needs and response time;  Concern expressed about where the district is headed with iPads and how we will manage them;  Need to increase IT support;  IT Focus is in 2 major areas—help desk responses and planning/designing networks;  IT personnel want continuous training to support their work |

| | |
|---|---|
| **Quality of Tech Professional Development** | **All Schools**: Increase on-line learning opportunities for teachers with some financial support and/or CEU's, when appropriate; Continue professional development focused on integrating technology into teaching and learning; Integrate technology professional development with project-based learning so teachers can make these connections; Increase culture of innovation by supporting those teachers who want to experiment and share their learning; Continuously develop teachers' knowledge of student learning data software to assist teachers and administrators in monitoring student progress over time (*RTI Studio*); Help teachers envision what it will be like to teach in 2015, 2020, and beyond; Need grade level/content-specific technology professional development; Teachers want personalized, differentiated technology professional development; Need to learn how to personalize student learning with technology; Need more assistance with establishing blended learning experiences; Need test sites for expanding blended learning<br><br>**IT Staff:** Need more training in networking and consistent access to training opportunities to keep current; Want to get HP certifications and Apple certifications for all IT personnel; Need for "cross-training" so that more IT staff can help each other; Want to help Tech Champs and Technology Teachers more with professional development/troubleshooting needs and the specificity needed when reporting technical problems; Want better communication with administrators/teachers to troubleshoot problems, and hoping that *Help Desk* will facilitate this; Want to help plan for the demands of the SMARTER BALANCED Assessments |
| | |
| **Biggest Barrier to the Integration of Technology to Improve Learning** | <u>**BS/RS**</u>: Time (the biggest barrier) to learn APPS and new tools well enough to use them in lesson planning; Inability to download APPS easily from the iTunes store; Lack of content-specific training and time to practice; Lack of wireless at Berry; Need for more one-to-one computing—especially with iPads and mobile digital tools; Access to more technology is a problem because of high demand; Inequitable access (even though it is improving); Not enough computers in the LMC; Outdated and slow technology is a big barrier; Need to mount the computer projectors in the ceiling (crowded classrooms)<br><br><u>**JS**</u>: Need more discipline-specific training to really integrate technology, and need time to work with colleagues to create tech-infused activities and lessons; Time to plan well with technology so that is not an "event;" Barrier is lack of up-to-date technology (in spite of all the good things we have, we are still behind); Want one-to-one computing capability for all children and staff<br><br><u>**BMS**</u>: Accessibility to technology by all staff and students is a big problem—we have too few labs and too few computers in classrooms; Wireless is the biggest barrier because it restricts BYOT use and use of iPads; the specialists' computers are very outdated; Time to plan with technology and practice skills with colleagues; Class periods are too short for completing a lesson with technology—schedule is an impediment due to 42 minute class periods; Need time to find the right software and APPS; Reserving space in the computer labs is a barrier; Need continuous professional development to keep skills current with the fast pace of all the changes<br><br><u>**BHS**</u>: Filters block some of the topics teachers need (i. e. marksmanship); Digital tools are intensely in demand, and resources are not plentiful enough to meet the demand; Time to learn technology and work with colleagues to plan lessons; Professional development needs |

| | are great, and must be more content-specific to be really useful;  Not having a Language Lab has lessened the impact of World Languages' goals to increase students' oral language and listening comprehension;  Having the time to learn a new digital tool is a luxury;  Access to technology by all students and all teachers is a must;  Equipment availability, computer lab availability;  Much of the math functionality for the SMARTBoard is not available on the MAC computers (!); Hard to coordinate collaboration (due to schedule) to plan together for technology-inspired lessons;  Moving from classroom to classroom inhibits some teachers' use technology;  Funding does not keep up with demand for updated equipment; |
| --- | --- |

E.  **Needs Assessment Part Two—Surveys**

In addition to the interviews conducted by the Technology Planning Committee, Mrs. Karen Fildes, Mr. DeBlois, and Dr. Jordan developed two on-line surveys—one for all teachers and one for all administrators.  84% of the teachers responded to the survey and 100% of the administrators responded.

Below is the aggregate data from the Teachers' Tech Plan Survey.  The individual comments of teachers were used to verify the interview data, but they are not included in their entirety in this document.

## Technology Plan Survey of Teachers

**What do you believe is the biggest barrier for you when it comes to integrating technology into your work?**

**261 teachers responded to this question; 11 teachers declined to respond.**

**When we read these comments, they clustered around the following major barriers:**

a. **The most frequently listed barriers to integrating technology were <u>time to learn how to use the specific digital tools</u> and <u>time to integrate them</u> into instructional planning.**

b. **An important part barrier is the need teachers expressed for <u>differentiated and personalized technology professional learning</u>.**

c. **The next most frequently mentioned barrier was the need for the district <u>to remove or upgrade older technologies and replace them with new ones</u>—specifically to remove or upgrade old desktop computers or the G4 computers in some schools.**

d. **The third most frequently listed barrier was the need <u>equalize access among all schools</u> to newer computers and the wireless access to the network.**

**5. Which of the following have helped you the most regarding integrating technology into your classroom or your work in the district? Check all that apply.**

| | Response Percent | Response Count |
|---|---|---|
| **I work on my own to explore and learn new tools.** | **73.6%** | **192** |
| I attend professional development workshops within the Bethel Public Schools. | 61.3% | 160 |
| I attend professional development workshops outside of the Bethel Public Schools. | 20.7% | 54 |
| I participate in technology webinars. | 14.2% | 37 |
| I work with other teachers to explore and learn new tools. | 67.0% | 175 |
| I work with the Tech Champion to explore and learn new tools. | 22.6% | 59 |
| I work with the Library Media Specialist to explore and learn new tools. | 26.1% | 68 |
| I work with my department, PLC, or team to explore and learn new tools. | 59.8% | 156 |
| I read about instructional technology and new digital tools. | 31.0% | 81 |

Other (please specify)

| | |
|---|---|
| **answered question** | **261** |
| **skipped question** | **11** |

## 6. Rate how confident you are using the following digital tools:

| | Haven't Tried It | Not Confident Yet | Confident | Very Confident | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| RTI Studio | 30.7% (79) | 23.0% (59) | **41.6% (107)** | 4.7% (12) | 2.20 | 257 |
| Moodle | 4.3% (11) | 28.8% (74) | **44.7% (115)** | 22.2% (57) | 2.85 | 257 |
| Destiny | **64.5% (165)** | 13.3% (34) | 16.8% (43) | 5.5% (14) | 1.63 | 256 |
| Library Research Databases | 25.1% (64) | 15.7% (40) | **45.9% (117)** | 13.3% (34) | 2.47 | 255 |
| Discovery Education | 29.8% (76) | 13.7% (35) | **32.9% (84)** | 23.5% (60) | 2.50 | 255 |
| Web 2.0 Tools | **50.2% (127)** | 24.5% (62) | 19.4% (49) | 5.9% (15) | 1.81 | 253 |
| Student Response Systems | **64.1% (159)** | 18.5% (46) | 12.1% (30) | 5.2% (13) | 1.58 | 248 |
| SMARTBoard | 20.8% (53) | **30.6% (78)** | 28.2% (72) | 20.4% (52) | 2.48 | 255 |
| iPad | 22.6% (59) | 18.8% (49) | **31.8% (83)** | 26.8% (70) | 2.63 | 261 |
| Document Camera | **35.0% (90)** | 16.3% (42) | 29.6% (76) | 19.1% (49) | 2.33 | 257 |
| | | | | **answered question** | | **261** |
| | | | | **skipped question** | | **11** |

## 7. I use my knowledge of teaching with appropriate digital tools and resources to actively engage students with the subject matter.

| | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 1.2% (3) | 31.5% (79) | **45.4% (114)** | 21.9% (55) | 2.88 | 251 |
| | | | | **answered question** | | **251** |
| | | | | **skipped question** | | **21** |

21

**8. I promote student creativity through the use of digital tools and resources.**

|  | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 7.9% (20) | **49.6% (125)** | 31.0% (78) | 11.5% (29) | 2.46 | 252 |
|  |  |  |  |  | answered question | 252 |
|  |  |  |  |  | skipped question | 20 |

**9. I model innovative use of digital tools and resources with my students.**

|  | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 9.9% (25) | **50.8% (128)** | 27.4% (69) | 11.9% (30) | 2.41 | 252 |
|  |  |  |  |  | answered question | 252 |
|  |  |  |  |  | skipped question | 20 |

**10. I personalize learning activities with technology to address students' diverse interests and needs.**

|  | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 7.2% (18) | **44.0% (110)** | 36.0% (90) | 12.8% (32) | 2.54 | 250 |
|  |  |  |  |  | answered question | 250 |
|  |  |  |  |  | skipped question | 22 |

**11. I use technology to measure and track my students' progress throughout the school year, and I use the information to guide my teaching decisions.**

| | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 7.1% (18) | 22.9% (58) | **45.1% (114)** | 24.9% (63) | 2.88 | 253 |
| | | | | | answered question | 253 |
| | | | | | skipped question | 19 |

**12. I demonstrate fluency using the technology systems available to me at my school or in the district.**

| | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 6.5% (16) | 36.4% (90) | **38.9% (96)** | 18.2% (45) | 2.69 | 247 |
| | | | | | answered question | 247 |
| | | | | | skipped question | 25 |

**13. I can transfer my current technology knowledge and skills to new digital tools.**

| | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 12.0% (30) | 31.9% (80) | **35.9% (90)** | 20.3% (51) | 2.65 | 251 |
| | | | | | answered question | 251 |
| | | | | | skipped question | 21 |

**14. I communicate information effectively to students, parents, and colleagues using a variety of digital age media.**

|  | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 2.4% (6) | 24.2% (61) | **38.5% (97)** | 34.9% (88) | 3.06 | 252 |
|  |  |  |  |  | answered question | 252 |
|  |  |  |  |  | skipped question | 20 |

**15. I model the use of current digital research tools to locate, evaluate, and use information.**

|  | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 6.0% (15) | 35.5% (89) | **41.4% (104)** | 17.1% (43) | 2.70 | 251 |
|  |  |  |  |  | answered question | 251 |
|  |  |  |  |  | skipped question | 21 |

**16. I model and teach legal and ethical use of digital information and technology, including respect for copyright and intellectual property.**

|  | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 10.0% (25) | 22.0% (55) | **35.2% (88)** | 32.8% (82) | 2.91 | 250 |
|  |  |  |  |  | answered question | 250 |
|  |  |  |  |  | skipped question | 22 |

### 17. I use the BYOT--Bring Your Own Technology--policy in my classroom.

| | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | **40.9% (101)** | 23.9% (59) | 16.6% (41) | 18.6% (46) | 2.13 | 247 |
| | | | | | answered question | 247 |
| | | | | | skipped question | 25 |

### 18. I discuss with my students what they should and should not do in order to be safe using digital devices.

| | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 13.3% (33) | **37.1% (92)** | 27.8% (69) | 21.8% (54) | 2.58 | 248 |
| | | | | | answered question | 248 |
| | | | | | skipped question | 24 |

### 19. I develop a classroom culture that promotes the responsible use of technology.

| | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 7.6% (19) | 14.5% (36) | **41.0% (102)** | 36.9% (92) | 3.07 | 249 |
| | | | | | answered question | 249 |
| | | | | | skipped question | 23 |

**20. I use communication and collaboration tools in my classroom to expand student access to information and to promote global awareness.**

|  | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 18.8% (46) | **38.8% (95)** | 32.2% (79) | 10.2% (25) | 2.34 | 245 |
|  |  |  |  | answered question |  | 245 |
|  |  |  |  | skipped question |  | 27 |

**21. I read current research about professional practice where teaching and learning with technology are concerned.**

|  | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 6.0% (15) | **52.0% (131)** | 27.8% (70) | 14.3% (36) | 2.50 | 252 |
|  |  |  |  | answered question |  | 252 |
|  |  |  |  | skipped question |  | 20 |

**22. I develop lessons that use "blended learning."**

|  | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 18.3% (45) | **43.9% (108)** | 28.0% (69) | 9.8% (24) | 2.29 | 246 |
|  |  |  |  | answered question |  | 246 |
|  |  |  |  | skipped question |  | 26 |

**23. I use technology to differentiate learning activities to meet the needs of all my students.**

|  | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 5.6% (14) | **40.7% (101)** | 37.1% (92) | 16.5% (41) | 2.65 | 248 |
|  |  |  |  |  | answered question | **248** |
|  |  |  |  |  | skipped question | **24** |

**24. My administrator promotes an environment of professional learning and innovation that empowers teachers to experiment with technology.**

|  | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 0.4% (1) | 13.4% (34) | 42.5% (108) | **43.7% (111)** | 3.30 | 254 |
|  |  |  |  |  | answered question | **254** |
|  |  |  |  |  | skipped question | **18** |

**The data from the <u>administrators' survey</u> indicate the following:**

**2. Which of the following have helped you the most regarding integrating technology into your work in the district? Check all that apply.**

| | Response Percent | Response Count |
|---|---|---|
| I work on my own to explore and learn new tools. | 75.0% | 12 |
| I attend professional development workshops within the Bethel Public Schools designed for teachers. | 50.0% | 8 |
| I attend professional development workshops outside of the Bethel Public Schools designed for teachers. | 12.5% | 2 |
| I attend technology-related professional development workshops designed for administrators. | 50.0% | 8 |
| I participate in technology webinars. | 18.8% | 3 |
| **I work with other administrators or teachers to explore and learn new tools.** | **81.3%** | **13** |
| I work with the Tech Champions in my school to explore and learn new tools. | 25.0% | 4 |
| I work with the Library Media Specialist in my school to explore and learn new tools. | 50.0% | 8 |
| I read about instructional technology and new digital tools. | 75.0% | 12 |
| Other (please specify) | | 2 |
| **answered question** | | **16** |
| **skipped question** | | **0** |

## 3. Rate how confident you are using the following digital tools for your purposes:

| | Haven't Tried It | Not Confident Yet | Confident | Very Confident | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| RTI Studio | 13.3% (2) | 33.3% (5) | **40.0% (6)** | 13.3% (2) | 2.53 | 15 |
| Moodle | 12.5% (2) | 12.5% (2) | **50.0% (8)** | 25.0% (4) | 2.88 | 16 |
| Destiny | **40.0% (6)** | 26.7% (4) | 33.3% (5) | 0.0% (0) | 1.93 | 15 |
| Library Research Databases | 26.7% (4) | 6.7% (1) | **53.3% (8)** | 13.3% (2) | 2.53 | 15 |
| Discovery Education | **40.0% (6)** | 33.3% (5) | 26.7% (4) | 0.0% (0) | 1.87 | 15 |
| Web 2.0 Tools | 20.0% (3) | **40.0% (6)** | 20.0% (3) | 20.0% (3) | 2.40 | 15 |
| Student Response Systems | **42.9% (6)** | 21.4% (3) | 35.7% (5) | 0.0% (0) | 1.93 | 14 |
| SMARTBoard | 20.0% (3) | **53.3% (8)** | 20.0% (3) | 6.7% (1) | 2.13 | 15 |
| iPad | 0.0% (0) | 12.5% (2) | 31.3% (5) | **56.3% (9)** | 3.44 | 16 |
| SMARTPhone | 6.3% (1) | 0.0% (0) | 31.3% (5) | **62.5% (10)** | 3.50 | 16 |
| Document Camera | 26.7% (4) | 13.3% (2) | **46.7% (7)** | 13.3% (2) | 2.47 | 15 |
| Power School | 13.3% (2) | 6.7% (1) | **40.0% (6)** | **40.0% (6)** | 3.07 | 15 |
| Power Teacher | **40.0% (6)** | 26.7% (4) | 13.3% (2) | 20.0% (3) | 2.13 | 15 |
| IEP Direct | 40.0% (6) | **46.7% (7)** | 0.0% (0) | 13.3% (2) | 1.87 | 15 |
| Skills Tutor | 33.3% (5) | **53.3% (8)** | 13.3% (2) | 0.0% (0) | 1.80 | 15 |
| Power IT (web page software) | **50.0% (7)** | 42.9% (6) | 0.0% (0) | 7.1% (1) | 1.64 | 14 |
| Budget Sense | 18.8% (3) | 6.3% (1) | **43.8% (7)** | 31.3% (5) | 2.88 | 16 |
| Protraxx | **60.0% (9)** | 20.0% (3) | 13.3% (2) | 6.7% (1) | 1.67 | 15 |
| Applitrack | 0.0% (0) | 6.3% (1) | 37.5% (6) | **56.3% (9)** | 3.50 | 16 |
| | | | | answered question | | **16** |
| | | | | skipped question | | **0** |

### 5. I promote the frequent and effective use of technology to improve student learning.

| | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 0.0% (0) | 7.7% (1) | 38.5% (5) | **53.8% (7)** | 3.46 | 13 |
| | | | | answered question | | 13 |
| | | | | skipped question | | 3 |

### 6. I promote teacher and student creativity through the use of digital tools and resources.

| | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 0.0% (0) | 15.4% (2) | **53.8% (7)** | 30.8% (4) | 3.15 | 13 |
| | | | | answered question | | 13 |
| | | | | skipped question | | 3 |

### 7. I model the innovative use of digital tools and resources for teachers.

| | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 16.7% (2) | **50.0% (6)** | 16.7% (2) | 16.7% (2) | 2.33 | 12 |
| | | | | answered question | | 12 |
| | | | | skipped question | | 4 |

**8. I expect teachers to personalize learning activities with technology to address students' diverse interests and needs.**

| | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 0.0% (0) | 23.1% (3) | 30.8% (4) | **46.2% (6)** | 3.23 | 13 |
| | | | | answered question | | 13 |
| | | | | skipped question | | 3 |

**9. I collaborate with teachers and other administrators using RTI Studio to establish assessment metrics, collect and analyze data, interpret results, and share findings to improve staff performance and student learning.**

| | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 7.7% (1) | **46.2% (6)** | 30.8% (4) | 15.4% (2) | 2.54 | 13 |
| | | | | answered question | | 13 |
| | | | | skipped question | | 3 |

**10. I demonstrate fluency using the technology systems available to me at my school or in the district.**

| | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 0.0% (0) | 28.6% (4) | 28.6% (4) | **42.9% (6)** | 3.14 | 14 |
| | | | | answered question | | 14 |
| | | | | skipped question | | 2 |

## 11. I communicate information to students, parents, and colleagues using a variety of digital age media.

|  | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 0.0% (0) | 23.1% (3) | **46.2% (6)** | 30.8% (4) | 3.08 | 13 |
|  |  |  |  | answered question | | 13 |
|  |  |  |  | skipped question | | 3 |

## 12. I employ current digital research tools to locate, evaluate, and use information.

|  | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 7.1% (1) | 14.3% (2) | 21.4% (3) | **57.1% (8)** | 3.29 | 14 |
|  |  |  |  | answered question | | 14 |
|  |  |  |  | skipped question | | 2 |

## 13. I model legal and ethical use of digital information and technology, including respect for copyright and intellectual property.

|  | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 0.0% (0) | 0.0% (0) | 15.4% (2) | **84.6% (11)** | 3.85 | 13 |
|  |  |  |  | answered question | | 13 |
|  |  |  |  | skipped question | | 3 |

**14. I encourage teachers to use the BYOT--Bring Your Own Technology--in their classrooms.**

|  | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 23.1% (3) | 23.1% (3) | 15.4% (2) | **38.5% (5)** | 2.69 | 13 |
|  |  |  |  | answered question |  | 13 |
|  |  |  |  | skipped question |  | 3 |

**15. I promote a school/district culture where safe and responsible use of technology is expected.**

|  | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 0.0% (0) | 0.0% (0) | 15.4% (2) | **84.6% (11)** | 3.85 | 13 |
|  |  |  |  | answered question |  | 13 |
|  |  |  |  | skipped question |  | 3 |

**16. I read current educational research about teaching and learning with technology.**

|  | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 0.0% (0) | 30.8% (4) | 30.8% (4) | **38.5% (5)** | 3.08 | 13 |
|  |  |  |  | answered question |  | 13 |
|  |  |  |  | skipped question |  | 3 |

**17. I encourage teachers to develop lessons that use "blended learning."**

| | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | **30.8% (4)** | **30.8% (4)** | 15.4% (2) | 23.1% (3) | 2.31 | 13 |
| | | | | | answered question | 13 |
| | | | | | skipped question | 3 |

**18. I advocate for equitable access to technology resources throughout the school and/or district.**

| | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 0.0% (0) | 7.7% (1) | 30.8% (4) | **61.5% (8)** | 3.54 | 13 |
| | | | | | answered question | 13 |
| | | | | | skipped question | 3 |

**19. I maintain an active building-based (or department-based) technology committee comprised of key stakeholders to help me make technology decisions.**

| | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 0.0% (0) | **40.0% (4)** | **40.0% (4)** | 20.0% (2) | 2.80 | 10 |
| | | | | | answered question | 10 |
| | | | | | skipped question | 6 |

**20. I promote the use of technology to differentiate learning activites to meet the needs of all students.**

|  | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 0.0% (0) | 7.7% (1) | **46.2% (6)** | **46.2% (6)** | 3.38 | 13 |
|  |  |  |  | answered question |  | 13 |
|  |  |  |  | skipped question |  | 3 |

**21. I promote an environment of professional learning and innovation that empowers teachers to experiment with technology.**

|  | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 0.0% (0) | 0.0% (0) | **53.8% (7)** | 46.2% (6) | 3.46 | 13 |
|  |  |  |  | answered question |  | 13 |
|  |  |  |  | skipped question |  | 3 |

**22. I allocate specific budget resources toward acquiring new technologies for the classrooms.**

|  | Not Yet | Occasionally | Frequently | Routinely | Rating Average | Response Count |
|---|---|---|---|---|---|---|
| My Rating | 16.7% (2) | 8.3% (1) | **41.7% (5)** | 33.3% (4) | 2.92 | 12 |
|  |  |  |  | answered question |  | 12 |
|  |  |  |  | skipped question |  | 4 |

# Staff Access to Digital Tools

| | Please include information about the type and availability of <u>staff access</u> both on and off campus. |
|---|---|
| **Administrators** | ✓ **iPhone**<br>✓ **laptop computer for home use with remote desktop access**<br>✓ **iPad**<br>✓ **computer desktop on campus**<br>✓ **web email**<br>✓ **Kindle** |
| **Teachers (preschool)** | ✓ **laptop computer for use on and off campus for all teachers**<br>✓ **each pre-school classroom has two computers—one older and one newer**<br>✓ **iPod Touches (6)**<br>✓ **web email**<br>✓ **every COF teacher has a digital camera**<br>✓ **variety of assistive technologies for teachers with special needs students in pre-school (see student access section)**<br><br>✓ **SMARTBoards in two pre-school rooms**<br>✓ **mobile laptop/projector on cart for sign out**<br>✓ **iPads for every teacher for use in classroom and for specific specialists (i.e., Speech-Language Pathologists)** |
| **Teachers** | ✓ **laptop computer for use on and off campus for all classroom teachers**<br>✓ **web email**<br>✓ **desktop in every classroom (with multiple desktops in some classrooms)**<br><br>✓ **SMARTBoards in all Berry School classrooms and LMC**<br>✓ **SMARTBoards in 12 out of 20 classrooms at Rockwell School**<br>✓ **SMARTBoards in all Johnson School classrooms and LMC**<br>✓ **SMARTBoards in all mathematics and science classrooms at BMS**<br>✓ **SMARTBoards in 13 BMS classrooms beyond math and science, including World Languages, Social Studies, Art, special education, and Language Arts**<br>✓ **SMARTBoards in all mathematics and applied studies classrooms and in Library-media center at BHS;**<br>✓ **Additional BHS SMARTBoards: 5 in English, 1 in World Languages, 4 in Social Studies, 8 in Science; 1 in Special Education classroom, 1 in Alternative Education Program, but none in art, music, or PE**<br>✓ **SMARTBoards in all computer labs in all schools**<br>✓ **Classrooms with no SMARTBoard have projector and laptop.**<br><br>✓ **Senteo Systems available in BHS (2), BMS (5), and Johnson (2) and other student response systems in limited numbers**<br><br>✓ **Specific teachers who "travel" have remote desktop access.**<br><br>✓ **Digital Cameras in all schools**<br>    ▪ **4 Digital Cameras Berry School/2 Flip Video Cameras**<br>    ▪ **6 Digital Cameras Rockwell School/5 Flip Video Cameras**<br>    ▪ **8 Digital Cameras at Johnson School/5 Flip Video Cameras**<br>    ▪ **14 Digital Cameras at BMS**<br>    ▪ **11 Digital Cameras at BHS/15 Flip Video Cameras** |

| | |
|---|---|
| | ✓ **Document Cameras in all schools**<br>    ▪ **22 Document Cameras at Berry School**<br>    ▪ **30 Document Cameras at Rockwell School**<br>    ▪ **8 Document Cameras at Johnson**<br>    ▪ **2 Document Cameras at BMS**<br>    ▪ **11 Document Cameras at BHS**<br><br>✓ **Digital Video Cameras in BHS and BMS and Johnson School**<br>    ▪ **5 FlipVideo Cameras at Johnson School**<br>    ▪ **3 Hi8 Video Cameras**<br>    ▪ **12 Digital Video Cameras at BMS**<br>    ▪ **8 Digital Video Cameras at BHS**<br><br>✓ **Vernier Probes at BHS, BMS, and Johnson School in science classes**<br><br>✓ **Wireless Network Access at BHS, Johnson School, and Rockwell School**<br><br>✓ **1 computer lab in Rockwell School**<br>✓ **1 computer lab in Berry School**<br>✓ **2 computer labs in Johnson School**<br>✓ **5 computer labs in Bethel Middle School**<br>✓ **10 computer labs in Bethel High School**<br><br>✓ **Additional MAC iCart mobile computer labs at BHS in the Alternative Education program (1), the Special Education department (1), and the Academy Science Program (1) at BHS**<br><br>✓ **Additional PC mobile computer labs at BHS for sign- out**<br><br>✓ **iPads (41) in English Department (Digital English Program)**<br>✓ **iPads (18) in Mathematics Department (Calculus)**<br>✓ **iPads(17) in Science Department (Academy Science Program--Chemistry)**<br>✓ **iPads (2) for BHS Tech Champs**<br>✓ **iPad (1) in BHS Media Center**<br><br>✓ **iPads used by all technology teachers with students; all library-media specialists use iPads with students; 10 classroom teachers at Berry(kindergarten) and Rockwell (grade three) received grants for iPads from the Bethel Education Foundation for use with students**<br>✓ **3 additional iPads at Rockwell School for teacher and student use**<br>✓ **16 iPads at Johnson School**<br>✓ **6 iPads at BMS** |
| **Special Education Teachers** | ✓ **MACBook Laptops (57)**<br><br>    ▪ **All special education teachers**<br>    ▪ **All occupational therapists**<br>    ▪ **All speech/language pathologists**<br>    ▪ **All school counselors**<br>    ▪ **All school social workers**<br>    ▪ **All school psychologists**<br><br>✓ **PC Laptop for Behavior Analyst** |

| | |
|---|---|
| | ✓ Desktop computer for all head custodians<br>✓ Desktop computers for all administrative assistants<br><br>✓ iPhones for specific non-certified personnel: superintendent's administrative assistant, data specialist, supervisor of district facilities, all IT support staff and supervisor of technical operations<br>✓ Laptops for supervisor of technical operations and all IT support staff<br>✓ Remote desktop access and web email for above<br>✓ iPads for supervisor of district facilities and superintendent's administrative assistant |
| **Noncertified staff** | |

## Student Access to Digital Tools

| | |
|---|---|
| **Please include information about <u>availability in classrooms</u>, the <u>library-media centers</u> and <u>all other areas where students have access</u>. Mention the extent of supervised access before and after school.** | |
| **Students (preschool)** | ✓ 2 SMARTBoards<br>✓ 6 iPod Touches<br>✓ 1 mobile laptop cart<br>✓ 1 iPad per classroom (5)<br>✓ 2 classroom desktops<br>✓ 4 digital cameras<br>✓ 1 FLIP video<br>✓ 1 digital video camera |
| **Students (elementary)** | ✓ Before school and after school student access at Johnson School—6 hours per week<br>✓ 1 computer lab at Berry School<br>✓ Berry classroom desktops (2)<br>✓ 1 mobile computer lab of 10 laptops at Berry School<br>✓ SMARTBoards in all Berry classrooms, LMC, and computer lab<br><br>✓ 1 computer lab at Rockwell School<br>✓ SMARTBoards in 12 Rockwell classrooms<br>✓ Rockwell classroom desktops (2)<br>✓ Laptops and projectors in all Rockwell classrooms<br><br>✓ 2 computer labs at Johnson School<br>✓ Johnson classroom desktops<br>✓ 16 iPads for use at Johnson School<br>✓ 2 Senteo Systems (student response systems) at Johnson School<br>✓ Television Studio<br><br>✓ Wireless Network Access at Johnson, Rockwell, and Bethel High School<br><br>✓ Digital Cameras at all elementary schools (see above)<br>✓ Document Cameras at all elementary schools (see above)<br><br>✓ iPads used by all technology teachers with students; all library-media specialists use iPads with students; 10 classroom teachers—5 Berry(kindergarten) teachers and 5 |

| | |
|---|---|
| | Rockwell (grade three) teachers received grants for iPads from the Bethel Education Foundation for use with students<br>✓ 3 additional iPads at Rockwell School for teacher and student use |
| **Students (middle school)** | ✓ Before and after school student access—9 hours total per week<br>✓ 5 computer labs with desktops<br>✓ 2 mobile computer labs with laptops<br>✓ 6 iPads in library media center<br><br>✓ SMARTBoards in all mathematics and science classrooms at BMS<br>✓ SMARTBoards in 13 BMS classrooms beyond math and science, including World Languages, Social Studies, Art, special education, and Language Arts<br><br>✓ 3 wireless "hotspots"—1 in LMC and 2 in specific clusters<br><br>✓ Projector and laptop with cart in all core content classrooms<br><br>✓ STEM program computer lab<br><br>✓ Television Studio<br><br>✓ Digital Video Cameras—12<br>✓ Digital Cameras—14<br>✓ Document Cameras—2<br><br>✓ Vernier Probes for science classes<br>✓ 16 Kindles<br>✓ 7 iPod Nano |
| **Students (high school)** | ✓ Before and after school student access—6 hours total per week<br><br>✓ Projector and laptop with cart in all core content classrooms<br>✓ SMARTBoards in all mathematics and applied studies classrooms and in Library-media center at BHS;<br>✓ Additional BHS SMARTBoards: 5 in English, 1 in World Languages, 4 in Social Studies, 8 in Science; 1 in Special Education classroom, 1 in Alternative Education Program<br><br>✓ Senteo System (1)<br><br>✓ Television Studio<br>✓ Access to educational television channel<br><br>✓ 10 computer labs—2 in the library media center<br>✓ 5 mobile lab carts for laptops<br>✓ College and Career Resource Center lab<br>✓ Digital Photography lab<br>✓ iPads (41) in English Department (Digital English Program)<br>✓ iPads (18) in Mathematics Department (Calculus)<br>✓ iPads(17) in Science Department (Academy Science Program--Chemistry)<br>✓ iPads (2) for BHS Tech Champs<br>✓ iPad (1) in BHS Media Center |

| | |
|---|---|
| | ✓ **Wireless Network Access** |
| | ✓ **BYOT—Bring Your Own Technology policy functioning with evidence of increased student use over the course of this school year (see below)** |

### Bethel High School

*Network summary | February 2012*

POWERED BY meraki

- 1056 distinct clients transferred data over your Meraki network.
- 362 clients used your network on an average day.
- 463.41 GB of data was transferred.

#### SSID usage

| SSID | Encryption | # Clients ▼ | % Clients | Usage | % Usage |
|---|---|---|---|---|---|
| BHS-BYOT | WPA2 | 949 | 89.8% | 310.33 GB | 67.0% |

| | |
|---|---|
| **Students (with disabilities)** | ✓ **50 iPads designated for specific student use in Pre-K through 8 (plus 4 at BHS)**<br>✓ **10 MACBook laptops for selected students in need of assistive technology**<br>✓ **10 Netbooks for assistive technology students**<br>✓ **2 PC laptops for assistive technology students**<br>✓ **8 iPod Touches for selective students with augmentative communication devices**<br>✓ **6 iPod Touches for pre-school classrooms**<br>✓ **Neo-Portable Keyboards**<br>✓ **Circle of Friends has 2 SMARTBoards for classroom use**<br>✓ **Mobile laptop cart at Circle of Friends is used on a daily basis by COF teachers**<br>✓ **Digital cameras, video cameras, and iPod Touches available in special education resources rooms and for special education teachers to use with all designated students**<br>✓ **Specialized software programs for disabled children (plus access to all district software)**<br>✓ **Communication devices and sound field systems throughout district where needed** |

## *Infrastructure and Telecommunications*

Based on our needs assessments, the priorities for Bethel's infrastructure and telecommunications are as follows:

a. Complete the wireless network access installation at Bethel Middle School and Berry School over the next two years.
b. Leverage the e-rate funding to pay for this installation.
c. Over the next two years, upgrade to 1 GB to the desktops at all the schools, except for Bethel High School because it already exists there.
d. Expand our BYOT next year, which is working very well and is used heavily in the high school, to Bethel Middle School and to Johnson School.
e. Purchase and install a district-wide streaming video master control distribution system to Channel 26, the public access channel.
f. Complete the teacher laptop distribution program by giving a new MACBook to all the teaching specialists in art, music, and physical education in the district. This program began last year and put a new MACBook laptop in the hands of every classroom teacher.

g. Complete the VDI (virtual desktop infrastructure) to support "anywhere, anytime" use by students and teachers of the district's technology programs.
h. Purchase and install a back-up emergency generator for the district and town servers in order to avoid the data shut-down that occurred during the hurricane and October snowstorm in the fall of 2011.
i. Standardize the configurations of all technology purchases as much as possible in order to ease the burden of troubleshooting so many different types of peripherals and other technologies.
j. Implement "Help Desk" software to help IT and administration manage the requests for assistance efficaciously.
k. Additional outdoor security cameras for all exits and entrances are needed at all schools except BHS.
l. Management of the mobile devices the district is purchasing—especially the iPads and their variety of instructional applications or APPS—must be better defined as we move to more mobile technologies. Easier access to the *iTunes* store and downloads must be worked through so that teachers are not blocked.

## *Administrative Needs*

Based on our needs assessments, the priorities for Bethel's administrative needs regarding the Technology Plan are as follows:

a. Create and implement "The 21$^{st}$ Century Principal," an especially designed professional learning experience to help all administrators better understand the 21$^{st}$ century learner and the learning environments that must be in place in order to maximize student achievement and engagement. This PD for administrators will begin at the summer administrative retreat and continue throughout the 2012-13 school year.
b. Continuously improve the data analysis skills of all administrators in the use of our new student learning data management system, *RTI Studio*, and in the use of PLC data teams in order to assess and advance instruction and student achievement at all grade levels.
c. Complete the bar-coding and cataloguing at all school sites of all hardware and mobile devices using the district's *Destiny* program and including the device description, location, serial number, date of purchase, and assigned teacher(s).
d. Revise the IT department's organizational chart and update all technology-related job descriptions to improve efficiency and productivity.
e. Examine all current technology procedures and create more "user-friendly" procedures as needed that will expedite the use and integration of technology into teaching.
f. Expand the Technology Leasing program to allow for increased purchasing power.
g. Establish a Technology Vertical Team (TVT) composed of key stakeholders who will be tasked to do the following: Meet monthly to discuss the status of the 2012-2015 Technology Plan's goals, and to share successful technology innovations as well as any concerns regarding technology initiatives.

## *Curriculum Integration*

Based on our needs assessments, the priorities for curriculum integration regarding the Technology Plan are as follows:

a. Throughout the past two years, Bethel Schools have worked to align all of their English/language arts and mathematics courses with the *Common Core State Standards* for ELA and math at both the elementary and secondary levels. As part of that work, we are in the process of building *all* teachers' capacity to understand and implement the CCSS/CCSSM into their teaching, and to prepare all teachers for the new generation assessments—SMARTER BALANCED Assessments (SBA). With all of this work,

technology is a key to managing the identification of specific standards within the curriculum and highlighting the time and ways in which students master those standards, and we have revised our curriculum templates to address these issues. Technology is also key to the development of performance assessments that mirror the demands of the SBA, and we are preparing presentations for teachers at this time to help them understand and replicate relevant and rigorous problem-based learning experiences and multi-step performance assessments using a variety of technology-embedded tasks. This kind of work is done in preparation for the CCSS/CCSSM demands and the SBA expectations for what students should know, understand, and be able to do.

b. Every section of Senior English will now be the *Digital English* program which has been a successful program for three years, starting as a small pilot. This course, in addition to including a blended learning environment, will prepare seniors with "college and career readiness skills" found in the P-20 and in the CCSS. This course is being revised and expanded over the next two years.

c. The Bethel Public Schools have implemented *Student Success Plans* in grades 6 through 12, and they will continue to expand and revise the process and content of these plans over the next three years.

d. We will implement over the next two years at Johnson School (grades 4 and 5) blended learning environments to accompany the revisions to the mathematics and science curricula. Every math and science class will have a fully integrated curriculum with digital learning experiences complementing instruction daily.

e. Bethel High School will continue the Academy Science model, which now includes biology, chemistry, and physics, to include an additional science program to be determined and developed in the summer of 2012.

f. The Bethel High School World Languages program will establish blended learning environments for its entire world languages programs by 2013, and Bethel Middle School will establish the same by 2014. These will include state-of-the-art video and recording technologies in every classroom in addition to computer access for all students.

g. BHS will continue to develop specific digital alternative pathways for students who want to complete high school, participate in early college experiences for transferrable credit, and demonstrate college and career readiness for an accelerated graduation. This kind of personalized learning plan will be researched and designed with guidance counselors and teachers who will look for the master of specific student competencies, not seat time, as the requirement for a diploma. Virtual learning will be expanded at BHS and many other avenues will be identified for meeting this goal.

h. By the 2015 school year, BHS will be a one-to-one student/digital tool environment. This change will be studied and prepared for—both curricularly and financially—over the next three years.

## *Professional Development*

Based on our extensive needs assessments, the priorities for Bethel's Professional Learning programs regarding the Technology Plan are as follows:

a. We will continue, through our district's Technology Vertical Team, to assess teachers' specific needs. Right now, our interviews and surveys, which were just completed, indicate that teachers want more content-and-grade-specific professional development where teachers can learn and apply new digital tools with the time to practice with colleagues. This feedback will guide our professional learning offerings for teachers throughout the life of this Technology Plan.

b. Our school system has two members of the Professional Development Council who are charged with developing specific technology professional learning experiences for certified and non-certified staff. In addition, administrators work with their site-based professional development committees to prepare programs to meet the needs teachers identify for them. Library-media specialists, Learning Initiatives Team teachers, technology teachers, and expert teachers all share the expectation that they will help develop classroom teachers' skills with digital skills. At all schools, entire professional development days are given to presenting new tools and digital learning ideas to fellow teachers. In August 2012, as part of our commitment to providing dynamic professional development for technology, Alan November will give the keynote address and then work with smaller groups of teachers to explore blended, personalized learning with digital tools. The entire year will focus on using technology to improving learning and creating a new level of assessments that is problem-based.

c. Using the tools from Learning Forward's *Standards for Professional Learning,* the district will develop a follow-up assessment tool for all of its technology professional development which tasks teachers with showing how they applied what they learned and how they know it improved or didn't improve students' engagement and understanding of the material taught. The Professional Development Council will be responsible for developing this tool for use throughout the district.

d. Within department and grade-level PLC's, we will implement "The 21$^{st}$ Century Teacher"—a series of professional learning experiences for all of our teachers that will begin with Alan November's August 27 full day presentation and continue with content-and-grade-level specific follow-up experiences throughout the school year.

e. We are developing right now a process for informing staff of important and upcoming webinars and on-line learning opportunities, and we are working on providing professional development funds to help with the expenses of these programs. Teachers will also be able to receive CEU's for specific webinars they take—and we actively encourage teams of teachers to take on-line learning courses or webinars together to maximize the impact of these courses.

f. The Tech Champ program will be revitalized with much stronger training for the Champs and more equipment. We will also provide the Tech Champs with more access to downloading APPS for exploration and better trouble-shooting expertise. The re-envisioning of this very important program has already begun and will be completed in the summer of 2012 with "Summer Digital Boot Camp."

g. We will appoint an Assistive Technology Tech Champ for the 2012-13 school year at Berry School, and will appoint others throughout the life of the Tech Plan at other schools.

h. We will re-instate the Technology Learning Initiatives Team teachers to add targeted instructional support for classroom teachers and teams who are using blended and personalized learning.

## *Equitable Use of Technology*

Based on our needs assessments, the priorities for Bethel's administrative needs regarding the Technology Plan are as follows:

a. As our accessibility charts show, there is a great deal of access to digital tools for the Bethel staff and students. The BYOT has also helped us by encouraging BHS students to bring their mobile devices into school and use our network. However, we must expand our technology leases in order to keep up the demand among teachers for more and better technologies. We need to be certain that all teachers are part of the ethos of exploring new teaching ideas with technology, so their access to new technologies

must be constantly improved.  We are working with our e-rate funds and with the generous donations we receive each year from the Bethel Education Foundation to leverage as much technology as we can with our district operating budget allocations.

b.  With the implementation of the Technology Vertical Team, we will keep a close watch on the balance of technology within all of the schools.

c.  At each school, administrators will develop, with their Library-Media Specialists, ways that children who cannot afford computers or digital tools can check out these tools overnight.  In addition, all of our libraries—starting with grade 4 through 12—now have extended hours for students who do not have access to technology can use it either before or after school.

d.  Special education teachers and disabled students have significantly increased their access to digital learning tools of all types as seen in our charts for student and staff access.

# PLAN IMPLEMENTATION

## *LEA Technology Goals and Strategies*

The LEA technology plan should be aligned to the National and State Tech Plans and include the following State Goals.  The LEA may include any additional goals that apply to their technology plan.

**Goal 1:  Engaging and Empowering Learning Experiences**

**Goal 2: Assessment**

**Goal 3: Connected Teaching and Learning**

**Goal 4: Infrastructure for Teaching and Learning**

**Goal 5:  Productivity and Efficiency**

# Goal 1: Engaging and Empowering Learning Experiences

| National Tech Plan | State Tech Plan |
|---|---|
| *1.0 Learning: Engage and Empower*<br>*All learners will have engaging and empowering learning experiences both in and out of school that prepare them to be active, creative, knowledgeable, and ethical participants in our globally networked society.* | *Goal 1: Engaging and Empowering Learning Experiences*<br>*All learners will have engaging and empowering learning experiences both inside and outside of school that prepare them to be active, creative, knowledgeable, and ethical participants in our globally networked society.* |
| **What will your district do over the life of this local Tech Plan to ensure that learning experiences are empowering, engaging, and supported by digital tools?** | |

## *Action Plan for Goal Area 1*

| What Steps Will You Take? | Who Will Be Responsible? | When? (Be specific, e.g., By 10/1/13) | How will you measure? |
|---|---|---|---|
| 1. Establish blended learning classrooms at Johnson School for all fourth and fifth grade mathematics and science classes.<br><br>Provide six laptop computers per classroom (SMARTBoards already exists in each of the 5 classrooms and the school is already wireless) which is a 30 station MAC cart for each grade level. | 1. Dr. Janice Jordan, Dr. Kathy Gombos, Mrs. Amy Weed, Mrs. Kit Kechejian, Mrs. Jen Torpey, Mrs. Christine Haddad, and the fourth and fifth grade mathematics and science teachers (10 teachers—five on each grade level).<br><br>Mr. DeBlois, Mr. Arre, and Mr. Grant will work with key stakeholders to set up the classroom configurations/technology to meet the goals of this program. | 1. Curriculum revisions aligned with the CCSS-M were already planned for mathematics and were to be completed this summer. Therefore, the math content will be ready to go in August 2012 with blended learning environments that complement the new curriculum and new *Go Math!* materials.<br><br>Curriculum revisions for science will completed by the end of the 2012-2013 school year using the yet TBD national science standards. | 1. Student surveys, teacher interviews, and parent surveys, along with principal supervision of the program, and the use of *RTI Studio* data to track student achievement in mathematics over the course of the two years they are in Johnson School. The data collected will be from common benchmark assessments written as part of the mathematics curriculum revision to be completed this spring. |
| 2. Expand the *Digital English* classes (Senior English) in 2012-13 to 3 sections and, in 2013-14, expand *Digital English* to replace *all* academic-level Senior | 2. Mrs. Eisenman, Ms. Lerz, Mr. Lawlor, Dr. Jordan, and Mr. DeBlois | 2. Three sections of *Digital English* in 2012-13 and seven sections (all academic sections) in 2013-14. | 2. Student surveys, teacher interviews, and parent surveys, along with department chair and administrator supervision of the program, and the use |

| | | | |
|---|---|---|---|
| English. | | | of *RTI Studio* to track student achievement in English during those school years. The data will be collected from common benchmark assessments based on the CCSS expectations for seniors. |
| 3. Continue the Academy Science/Academy Technology program at BHS to include biology, chemistry, and physics, and expand program to include science course for the 4th year. | 3. Mrs. Fildes, Mr. Lawlor, Mr. Longo, and Mr. DeBlois | 3. September 2012. | 3. Use student enrollment data and CAPT science data as well as other benchmark assessment compiled by Mr. Longo and Mrs. Fildes. |
| 4. Re-instate the Technology LIT position to add targeted instructional support for classroom teachers and teams who are using technology and blended learning to improve teaching and learning. | 4. Dr. Smith, Mr. DeBlois, and Mrs. Yonsky | 4. 2013-14 School Year | 4. Inclusion of the position in the operating budget, and direct supervision by Mr. DeBlois *and* the building administrators. |
| 5. Re-envision the Tech Champion program to include intensive and regular training targeted for specific grade-levels and content areas, cutting edge equipment for the Tech Champs, easier access to network permissions to facilitate downloads and trouble-shooting, and more clearly defined roles for the Tech Champs in each school. | 5. Mrs. Fildes, Mr. DeBlois (have already developed a new schema for the Tech Champ program) | 5. September 2012 for new training program called Tech Champ "Summer Boot Camp" | 5. Supervision of the Tech Champs by the building administrators plus surveys regarding the quality of the training; interviews of all Tech Champs as they do their tech support throughout the school year to assess their concerns; supervision by Mrs. Fildes and Mr. DeBlois |
| Designate one secondary and one elementary lead | Dr. Smith, Mrs. Fildes, Mr. DeBlois, and Mrs. Yonsky | 2014-2015 School Year | Implementations of new teacher leaders roles |

| | | | |
|---|---|---|---|
| teacher to run the Tech Champ program and training in all the schools. (released time) | | | |
| 6. Establish blended learning classrooms within the high school World Languages department within the next three years with video and recording technologies in every WL classroom; Establish blended learning classrooms within the middle school World Languages department in 2015-16. | 6. Ms. Lerz, Dr. Jordan, Mr. DeBlois, Mr. Troetti, Mrs. Gill, Mr. Muharem (will study the current technologies used to improve students' expressive and receptive language skills in French and Spanish and will create a plan to train teachers) | 6. 2014-15 School Year for BHS and 2015-16 for BMS | 6. Training program implemented in 2013-14 School Year for BHS; Implementation of World Language blended learning classrooms at BHS in 2014-15; Training program implemented in 2014-15 for BMS; Implementation of World Language blended learning classrooms at BMS in 2015-16 |
| 7. Designate an Assistive Technology Tech Champ to support Special Education students and teachers with their specialized technology. | 7. Ms. DiBiase, Mrs. Fildes, Mr. DeBlois, and Mrs. Yonsky | 7. 2012-2013 School Year | 7. Inclusion of the Assistive Technology Tech Champ in the 2012-2013 budget; supervision by Ms. DiBiase and Mr. DeBlois |
| 8. Plan for one-to-one computing at BHS beginning 2015-2016. | 8. Dr. Smith, Mr. Arre, Mr. DeBlois, Dr. Jordan, Mrs. Yonsky, and Mrs. Fildes (will fully study this goal closely and its impact on teaching, learning, and district finances) | 8. 2015-16 School Year | 8. Report to the Board of Education in advance of the 2015-2016 budget on the efficacy of this goal. |
| 9. Continue to develop specific digital alternative pathways for completing high school, early college experiences, and demonstrating college and career readiness (including learner competency models and college credit opportunities) | 9. Dr. Cosentino, Mrs. Anderson, Mr. Lawlor, Mr. Troetti, Dr. Jordan, and the school counselors at BHS | 9. From 2012 to 2015, we will continue to find and implement more opportunities for students. | 9. Dr. Cosentino will present to the Board of Education once a year on digital (and real time) alternative pathways for completing high school and for early college learning. |

## Goal 2: Assessment

| National Tech Plan | State Tech Plan |
|---|---|
| **2.0 Assessment: Measure What Matters**<br>*Our education system at all levels will leverage the power of technology to measure what matters and use assessment data for continuous improvement.* | **Goal 2: Assessment**<br>*Our education system at all levels will leverage the power of technology to measure what matters and use assessment data for continuous improvement.* |

***What will your district do over the life of this local Tech Plan to ensure that technology is used for assessment?***

## *Action Plan for Goal Area 2*

| What Steps Will You Take? | Who Will Be Responsible? | When? (Be specific, e.g., By 10/1/13) | How will you measure? |
|---|---|---|---|
| 1. Continue the implementation of *RTI Studio*—the district's student learning data management system—to assess and advance instruction and student achievement at all grade levels;<br><br>Ensure that data teams where teachers examine benchmark learning data and make decisions regarding instructional strategies and interventions are functioning well at all grade levels. | 1. Mrs. Rutledge, Dr. Smith, Dr. Jordan and the Learning Initiatives Team (Mrs. Weed, Mrs. Kechejian, Mrs. Lozier, Mrs. Troetti, and Ms. Ulreich) with the building-level administrators in each school. | 1. This program is currently being implemented at different stages in all our schools.<br><br>By the end of 2012-13 school year, *all* schools' data teams will be skilled at analyzing student learning data and using it to continuously improve instruction and intervene, when appropriate, to close learning gaps. | 1. The data teams will self-assess with an instrument based on specific data team criteria, and the administrators will assess the efficacy of the data teams functioning at each grade level and/or department. |
| 2. Implement district training program on the design and demands of the *SMARTER BALANCED ASSESSMENTS*, the *CCSS*, the *CCSSM*, and the major role technology plays in the performance tasks and research expectations found in these. | 2. Dr. Jordan, Mrs. Rutledge, and the Learning Initiatives Team as well as the building administrators. | 2. Introduction 2011-12 (in process since November 2011);<br><br>Training program 2012-13 and 2013-14<br><br>Curriculum Revision Writing (in process since summer of 2011) | 2. All curriculum documents will be re-designed to indicate the expectations for the CCSS/CCSSM by 2013.<br><br>All training programs will/have been assessed by presenters.<br><br>Teachers' ability to integrate information will be assessed. |

| | | | |
|---|---|---|---|
| 3. Using the "Rigor and Relevance Framework" as a springboard, develop and implement a program for using assessment and technology to improve teachers' understanding of instructional planning for collaborative, creative, relevant, project-based assignments; to increase students' intellectual engagement and personal investment with learning; and to increase mastery of students' long-term academic outcomes and their retention of learning. | 3. Dr. Jordan and the Learning Initiatives Team working with teachers, administrators, and a "Classrooms for the Future" consultant. | 3. 2012—2015 school years for program to embed creative, collaborative problem-based assessment practices aligned with CCSS and revised instructional outcomes. | 3. Creation of a digital bank of assessments for every grade level and every content area by 2015; Collection of classroom evidence fo instructional and assessment changes through coaching and/or supervision of teachers . |

# Goal 3: Connected Teaching and Learning

| National Tech Plan | State Tech Plan |
|---|---|
| *3.0 Teaching: Prepare and Connect*<br>*Professional educators will be supported individually and in teams by technology that connects them to data, content, resources, expertise, and learning experiences that enable and inspire more effective teaching for all learners.* | *Goal 3: Connected Teaching and Learning*<br>*Professional educators will be supported individually and in teams by technology that connects them to data, content, resources, expertise, and learning experiences that can empower and inspire them to provide more effective teaching for all learners.* |
| ***What will your district do over the life of this local Tech Plan to ensure that educators are prepared to teach 21st Century learners and are connected to technology resources that support teaching and learning?*** ||

## *Action Plan for Goal Area 3*

| What Steps Will You Take? | Who Will Be Responsible? | When? (Be specific, e.g., By 10/1/13) | How will you measure? |
|---|---|---|---|
| 1. Create and implement "The 21st Century Principal" – a course for our administrators that will begin at our summer retreat, move on into the school year, and further prepare them to understand the 21st Century learner and learning environment necessary to prepare students. | 1. Dr. Jordan and Dr. Smith (and others) will develop this program with consultants from Education Connection and with help from our on-site experts. | 1. Begin implementation at the Administrators' Summer Retreat (July 17, 18, and 19), and continue during the Administrative Cabinet meetings during the 2012-13 School Year. | 1. Implementation of the course in summer 2012 and throughout next school year; assessments by administrators of their experiences. |
| 2. Within departmental and grade-level PLC's, create and implement "The 21st Century Teacher" -- a series of professional learning experiences for all of our teachers that will begin with Alan November's August 27th full day presentation to the all teachers, and continue with specific, department/grade level follow-up throughout the school year. | 2. Dr. Jordan and Dr. Smith (and others) will develop this program with consultants from Education Connection and with help from our on-site experts. Mr. Alan November will be asked to offer specific input into the design. | 2. Begin with the presentation by Mr. Alan November on August 27th to "set the stage" for Bethel's new technology vision—a catalyst to transform teaching and learning. | 2. Teachers will be continuously surveyed against the ISTE National Technology Standards for Teacher (NETS-T) and coached/supervised in their use of technology for improving teaching and learning. |

| | | | |
|---|---|---|---|
| 3. Based on Learning Forward's *Standards for Professional Learning* (2011), all future professional learning presented on technology will move beyond the skills to operate the technology to its application for achieving specific instructional targets. All technology professional learning will include follow-up sessions to assure that teachers understand how to use the technology in their instructional planning. | 3. Dr. Jordan and the District Professional Development Council with support from the building-based PD committees and the building administrators. | 3. 2012-2013 School Year | 3. Evaluations for professional learning for technology will ask teachers to share the specific ways they used a new digital tool to achieve instructional targets, and to provide evidence from student learning data of its efficacy. (as per *Standards for Professional Learning)* |

# Goal 4: Infrastructure for Teaching and Learning

| National Tech Plan | State Tech Plan |
|---|---|
| **4.0 Infrastructure: Access and Enable** *All students and educators will have access to a comprehensive infrastructure for learning when and where they need it.* | **Goal 4: Infrastructure for Teaching and Learning** *All students and educators will have access to a comprehensive infrastructure for learning when and where they need it.* |
| **What will your district do over the life of this local Tech Plan to ensure that all students and educators will have access to a comprehensive infrastructure for teaching and learning?** | |

## *Action Plan for Goal Area 4*

| What Steps Will You Take? | Who Will Be Responsible? | When? (Be specific, e.g., By 10/1/13) | How will you measure? |
|---|---|---|---|
| 1. Complete the wireless network installation at Bethel Middle School and Berry School over the next two years. | 1. Mr. Arre, Mr. DeBlois, Mrs. Yonsky | 1. Bethel Middle School wireless network will be installed in the summer of 2012; Berry School's wireless network will be installed in the summer of 2013. | 1. Installation will be operative in both buildings (see goal 5). |
| 2. Upgrade the wired networks to 1 GB to the desktops at Bethel Middle School. | 2. Mr. Arre Mrs. Yonsky, and Mr. DeBlois | 2. Summer 2012 | 2. Installation of upgrade will be operative. |
| 3. Upgrade the wired networks to 1 GB to the desktops at Berry School. | 3. Mr. Arre Mrs. Yonsky, and Mr. DeBlois | 3. Summer 2013 | 3. Installation of upgrade will be operative. |
| 4. Upgrade the wired networks to 1 GB to the desktops at Johnson School and Rockwell School. | 4. Mr. Arre Mrs. Yonsky, and Mr. DeBlois | 4. Summer 2014 | 4. Installation of upgrades will be operative. |
| 5. Expand the BYOT to Johnson School and to Bethel Middle School. | 5. Mr. Arre, Mrs. Yonsky, Mr. DeBlois, and Dr. Jordan | 5. 2012-2013 School Year | 5. Software licenses will be expanded; training for teachers will be complete. |
| 6. Install a district-wide streaming video master control distribution system to Channel 26. | 6. Dr. Smith, Mr. Arre, Mrs. Yonsky, and Mr. DeBlois | 6. Summer 2013 | 6. Installation of video master control distribution system will be operative. |

| | | | |
|---|---|---|---|
| 7. Complete teacher laptop plan for all specialists (art, music, physical education, and others). | 7. Mr. DeBlois and Mrs. Yonsky | 7. Summer 2012 | 7. Teachers (specialists) will receive their laptops. |

# Goal 5: Productivity and Efficiency

| National Tech Plan | State Tech Plan |
|---|---|
| *5.0 Productivity: Redesign and Transform* <br> *Our education system at all levels will 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.* | *Goal 5: Productivity and Efficiency* <br> *Our education system at all levels will 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.* |
| *What will your district do over the life of this local Tech Plan to maintain or redesign processes and structures to take advantage of the power of technology to improve learning outcomes while maintaining efficiency?* | |

## Action Plan for Goal Area 5

| What Steps Will You Take? | Who Will Be Responsible? | When? (Be specific, e.g., By 10/1/13) | How will you measure? |
|---|---|---|---|
| 1. Implement "Help Desk" software to track repair or assistance requests and the expediency of the responses. | 1. Mr. David Arre, Mr. Dan DeBlois, and Mr. Don Grant | 1. We are able to buy this software now, so we expect it to be up and functioning by no later than May 1, 2012. | 1. Mr. Arre and Mr. DeBlois are tasked with reporting monthly to the Superintendent on the number of help requests and the expediency with which the requests are addressed. |
| 2. Complete the wireless network installation in Bethel Middle School and in Berry School. | 2. Mr. David Arre, Mr. Dan DeBlois, and Mrs. Yonsky | 2. Bethel Middle School will be completed in the summer of 2012. Berry School will be completed in the summer of 2013. | 2. Mr. Muharem, principal of Bethel Middle School will report to the Board of Education on the completion of the wireless project in September 2012. Dr. Brooks, principal of Berry School will do the same in September 2013. |
| 3. Complete the bar-coding and cataloguing all stationary hardware and mobile devices at every site using the district's *Destiny* program—showing location, serial number, and assigned teacher(s). | 3. The Library-Media Specialists, Mr. Rick Missimer, Mr. Don Grant with direction and assistance from Mr. David Arre and Mr. Dan DeBlois | 3. This needs to be completed by no later than August 30, 2012 at all sites in the district. | 3. Mr. Arre and Mr. DeBlois will present each principal and Dr. Jordan with a report regarding the cataloguing of their stationary hardware and mobile devices. |

| | | | |
|---|---|---|---|
| 4. Revise the Technology Program's Organizational Chart and update all technology-related job descriptions. | 4. Mr. Arre, Mr. DeBlois, and Dr. Smith | 4. June 15, 2012 | 4. New job descriptions and Organizational Chart will be approved by the Board of Education by June 15, 2012. |
| 5. Expand the Technology Leasing program to allow for increased technology purchases outlined in this plan. | 5. Dr. Smith, Dr. Jordan, Mr. DeBlois, and Mrs. Teri Yonsky | 5. June 1, 2012 | 5. The expansion of the leases will allow for increased purchasing to complete the Technology Plan Goals. If the expanded leases are not done or not approved by the Board of Education, the technology purchases will not be made. |
| 6. Purchase and implement a back-up emergency generator for the district servers in order to avoid the data shut-down that occurred during the hurricane and October snowstorm in the fall of 2011. | 6. Mr. Arre, Mr. Dan DeBlois, and Mrs. Yonsky | 6. August 1, 2012 | 6. The back-up generator will be installed and serve both the town and the school district in case of emergency. Mrs. Yonsky will report to the Board of Education on its installation. |
| 7. Complete the VDI (virtual desktop infrastructure) project to facilitate access by students and teachers using the BYOT. | 7. Mr. Arre and Mr. Grant | 7. December 30, 2012 | 7. Mr. Arre will report to Mr. DeBlois on the completion of the virtualization project. |
| 8. Air-Condition the IT office at Bethel High School to preserve the equipment stored there and to make the room fully usable in the summer months. | 8. Mr. DeBlois and Mrs. Yonsky | 8. May 2012 | 8. Mr. DeBlois and Mrs. Yonsky will inform the Superintendent when this is completed. |
| 9. Present the Technology Plan to the Bethel Education Foundation since this group is a major funding source | 9. Dr. Jordan | 9. May 2012 | 9. Dr. Jordan will ask to be put on the Bethel Education Foundation agenda in May 2012 to present the plan. |

| | | | |
|---|---|---|---|
| for many of the technology needs in the district as they related to innovative instructional tools. (The BEF made this request in January 2012). | | | |
| 10. Expand the use of REM Desk to all Learning Initiatives Team members and others with administrative responsibilities that would benefit from remote access to their desktops at work. | 10. Mr. David Arre | 10. August 30, 2012 | 10. Mr. Arre will inform Mr. DeBlois when the expansion of REM Desk for those who need it is completed. |
| 11. Establish a Technology Vertical Team (TVT) for all key stakeholders to share technology innovations and curricular connections. | 11. Mrs. Karen Fildes will lead this group with support from Mr. DeBlois. | 11. September 4, 2012 | 11. Distribute agendas and minutes to Dr. Smith and Dr. Jordan as well as to all members of the TVT and their administrators so that information and needs will be communicated expeditiously. |
| 12. With input from key stakeholders, standardize configurations for all purchases of peripherals and other technology to ease troubleshooting burden. | 12. Mr. Arre, Mrs. Yonsky, and Mr. DeBlois | 12. Beginning with 2012-2013 School Year | 12. The standardization of purchases of such devices as document cameras will be communicated by Mrs. Yonsky and Mr. DeBlois to the administrators and to the business office. |
| 13. Eliminate restrictions and create user-friendly procedures for purchasing APPS by Tech Champs, Library Media Specialists, Technology Teachers, administrators, and others. | 13. Mr. Arre and Mr. DeBlois | 13. Beginning with 2012-2013 School Year | 13. Mr. DeBlois will communicate to all concerned about the changes to procedures for APPS purchases. |

References

Alliance for Excellent Education. (July 2011) *Digital learning and technology:  Federal policy recommendations to seize the opportunity—and promising practices that inspire them.* Policy Brief. www.all4ed.org

Beglau, M. et. al. (2011) *Technology, coaching, and community:  Power partners for improved professional development in primary and secondary education.*  ISTE White Paper.

Bourgeois, M. & Hunt, B.  (October 2011).  Teaching 2.0:  Teams keep teachers and students plugged into technology. *Journal of Staff Development,* 32 (5).  34-37.

Broderick, C.  (October 2011)  Cycle of success:  Learning sequence melds disjointed activities into a streamlined structure. *Journal of Staff Development,* 32 (5).  14-19.

Brumley, M. (November 2011).  *Twitter for professional development:  Ultra beginner edition—Part 2 www.guide2digitallearning.com/blog_mark_brumley/twitter_professional_development*

Campbell. L. O., (February 2012).  If you give a kid a video camera…  *Leading and Learning with Technology,* 39 (5).  30-33.

Cisco Systems, Inc.  (2008). *Equipping every learner for the 21$^{st}$ century: A white paper.*

Connecticut Association of Public School Superintendents. (November 9, 2011).  *NextEd:  Transforming Connecticut's Education System. http://www.ctnexted.org*

Demski, J. (January 2012).  This time, it's personal. *THE Journal,* 39, (1).  33-36.

Halter, A. & Finch, J. (September/October 2011).  Three r's for digital coaching and assessment.  *Leading and Learning with Technology,* 39 (2). 18-23.

Herff-Jones Achievement Series.  (September 2011).  *The educational promise of social media.*

Howe, N. & Strauss, W.  (2008).  *Millennials and K-12 schools.* Lifecourse Associates. www.lifecourse.com

http://ascd.org/publications/newsletters/policy-priorities/vol17/num03/Can-Your-School-Meet-the-Goals-of-the-National-Education-Technology-Plan?

http://www.connectedprincipals.com/archives/3367

http://educationnext.org/bright-spots-shine-in-blended-online-learning/

http://www.iste.org/standards/nets-for-administrators.aspx

http://www.iste.org/standards/nets-for-teachers/nets-for-teachers-2008.aspx

http://www.iste.org/standards/nets-for-students/nets-student-standards-2007.aspx

http://teachingwithted.pbworks.com/w/page/37315118/Flipping-the-Classroom

LaMaster. J. (February 2012).  Give your old-school curriculum a NETS makeover.  *Leading and Learning with Technology,* 39 (5). 22-27.

Learning Forward. (2011). *Standards for Professional Learning.* Oxford, OH.  Author.

Lieberman, A. & Miller, L.  (August 2011). Learning communities:  The starting point for professional learning is in schools and classrooms.  *Journal for Staff Development,* 32 (4). 16-20.

Mortensen, C.  (August 2011).  Mission possible:  Keys to one-to-one success.  *Leading and Learning with Technology,* 39 (1). 16-21.

Pape, L., Sheehan, T. & Worrell, C. (March/April 2012).  How to do more with less:  Lessons from online learning. *Leading and Learning with Technology,* 39 (6).  18-22.

Patrinjak, L. (ed.) (October 2011).  Lack of time and support limit tech in the classroom.  *NSTA Reports.*  National Science Teachers Association.

Pileiro, F. (October 2011).  The top three most important issues facing K-12 educational technology for 2011-12. www.EdTechInnovations.com

Ribble. M. (2009).  *Raising a digital child.* International Society for Technology in Education.  Washington, DC: ISTE.

Ribble, M. & Bailey, G. (2007).  *Digital citizenship in schools.* International Society for Technology in Education. Washington, DC: ISTE.

Sams, A. & Bergmann, J. (August/September 2011).  "Flip it."  *GO Teach,* 1 (1).  12-14.

Schlachter, R. (March 2012).  Building an ed tech dream team.  *www.DistrictAdministration.com*

Schrock. K. (January 2012). Equipping teachers to infuse technology. *www.DistrictAdministration.com*

Shein, E. (Fall 2011).  Professional development anytime, anywhere. *ScholasticAdministr@tor.com*

Stansbury, M.  (October 2011).  *Ten ways schools are using social media effectively.* *www.eschoolnews.com/2011/10/21/ten-ways-schools-are-using-social-media-effectively*

Wilson, L. & Gielniak, M.  (2011). *Technology for learning:  A guidebook for change.* www.guide2digitallearning.com/guidebook  and www.one-to-oneinstitute.org

Winn, M.  (December/January 2011-12).  Promote digital citizenship through school-based social networking. *Leading and Learning with Technology 39 (4). 10-13.*

## Technology Expenditures and Current Technology Budget for the Bethel Public Schools from 2009 to the Present

| Technology Costs | 2009-2010 | Actual Expenditure Amounts |
|---|---|---|
| **Salaries/Payroll** | | |
| Central Technology Dept. | | 350,475 |
| Certified Staff | | 384,989 |
| Web Masters | | 7,420 |
| Tech Champions | | 7,500 |
| Other Staff | | 45,671 |
| | | 796,055 |
| | | |
| **Benefits** | | 142,846 |
| | | |
| **Non-Payroll** | | |
| BHS Tech Equipment | | 8,263 |
| BHS Tech Supplies | | 18,648 |
| BMS Equipment | | 17,504 |
| BMS Software | | 1,600 |
| BMS Supplies | | 5,095 |
| JS Tech Supplies | | 7,332 |
| BS Tech Supplies | | 5,929 |
| RS Tech Supplies | | 5,407 |
| CO Curriculum Equipment | | 7,157 |
| CO Curriculum Software | | 26,366 |
| CO Health Software | | 9,555 |
| CO Tech Equipment | | 23,838 |
| **erate** | | **10,032** |
| **BEF Grants** | | **25,317** |
| CO Leases | | 230,671 |
| Equipment | | 402,714 |
| | | |
| CO Purchased Prof Svs | | 166,369 |
| CO Repairs & Maintenance | | 29,828 |
| CO Supplies | | 26,478 |
| Other Non-Payroll | | 222,675 |
| | | |
| **Total** | | **1,564,290** |

| Technology Costs | 2010-2011 | Actual Expenditure Amounts |
|---|---|---|

Salaries/Payroll

| | |
|---|---:|
| Central Technology Dept. | 350,598 |
| Certified Staff | 394,643 |
| Web Masters | 7,420 |
| Tech Champions | 8,500 |
| Other Staff | 46,584 |
| | 807,745 |

| | |
|---|---:|
| Benefits | 147,264 |

Non-Payroll

| | |
|---|---:|
| BHS Tech Equipment | 1,399 |
| BHS Inst. Equipment | 10,204 |
| BMS Equipment | 5,473 |
| BMS Supplies | 227 |
| BMS Equipment | 13,095 |
| JS Inst. Equipment | 7,329 |
| CO Curriculum Equipment | 7,157 |
| CO Curriculum Software | 493 |
| CO Tech Equipment | 23,926 |
| CO Tech Equipment | 11,330 |
| **erate** | **32,329** |
| **BEF Grants** | **28,506** |
| CO Leases | 230,836 |
| Equipment | 372,304 |
| | |
| CO Purchased Prof Svs | 117,355 |
| School Tech Supplies | 29,079 |
| CO Repairs & Maintenance | 24,672 |
| CO Supplies | 14,203 |
| Other Non-Payroll | 185,309 |

| | |
|---|---:|
| **Total** | **1,512,622** |

Salaries/Payroll

| | |
|---|---:|
| Central Technology Dept. | 350,598 |
| Certified Staff | 394,643 |
| Web Masters | 7,420 |
| Tech Champions | 8,500 |
| Other Staff | 46,584 |
| | 807,745 |

Benefits 147,264

Non-Payroll

| | |
|---|---:|
| BHS Tech Equipment | 1,399 |
| BHS Inst. Equipment | 10,204 |
| BMS Equipment | 5,473 |
| BMS Supplies | 227 |
| BMS Equipment | 13,095 |
| JS Inst. Equipment | 7,329 |
| CO Curriculum Equipment | 7,157 |
| CO Curriculum Software | 493 |
| CO Tech Equipment | 23,926 |
| CO Tech Equipment | 11,330 |
| **erate** | **32,329** |
| **BEF Grants** | **28,506** |
| CO Leases | 230,836 |
| Equipment | 372,304 |
| | |
| CO Purchased Prof Svs | 117,355 |
| School Tech Supplies | 29,079 |
| CO Repairs & Maintenance | 24,672 |
| CO Supplies | 14,203 |
| Other Non-Payroll | 185,309 |

**Total** **1,512,622**

# Appendices

## *Appendix A: Tech Planning Resources*

### Technology Planning

- National Tech Plan:
  Double click on this file to open →

  NETPFullReport11-9-10.pdf

or to view it on the Web, go to: http://www.ed.gov/sites/default/files/netp2010.pdf

- State of Connecticut Tech Plan:
  Double click on this file to open →

  CT_Technology+Plan+2010FINAL.doc

| Educational Technology Planning | Site |
|---|---|
| CSDE Position Statement on Educational Technology | http://www.sde.ct.gov/sde/cwp/view.asp?a=2678&q=320314 |
| National Educational Technology Plan | http://www.ed.gov/technology/netp-2010 |
| CT Teacher Technology Competencies | http://www.sde.ct.gov/sde/lib/sde/pdf/dtl/technology/perfindi_v2.pdf |
| International Society for Technology in Education Essential Conditions | http://www.iste.org/Libraries/PDFs/Essential_Conditions_2007_EN.sflb.ashx |
| National Educational Technology Standards for Administrators | http://www.iste.org/standards/nets-for-administrators.aspx |
| National Educational Technology Standards for Teachers | http://www.iste.org/standards/nets-for-teachers/nets-for-teachers-2008.aspx |
| National Educational Technology Standards for Students | http://www.iste.org/standards/nets-for-students/nets-student-standards-2007.aspx |
| CT Education Network (CEN) | http://www.ct.gov/cen/site/default.asp |
| CT Commission for Educational Technology (CET) | http://www.ct.gov/ctedtech/site/default.asp?cenPNavCtr=|#30930 |
| SETDA Toolkits | http://www.setda.org/web/guest/toolkits |
| Partnership for 21st. Century Skills | http://www.21stcenturyskills.org/ |
| Documentation from 21st Century Learning Environments grantees | https://sites.google.com/site/cteett/home/21st-century-learning-environment/project-work/progress-report-i |

# *APPENDIX C:  Technology Plan Review Guide*

**Technology Plan Review Guide**

Name of Reviewer _____    LEA _____

| | Complete? (Y/N) | additional information required/comments |
|---|---|---|
| LEA Profile | | |
| Technology Committee | | |
| Vision Statement | | |
| Needs Assessment | | |
| Goal 1 | | |
| Goal 2 | | |
| Goal 3 | | |
| Goal 4 | | |
| Goal 5 | | |
| | | |
| Questions/Comments | | |

I, _____ , verify that this district has successfully completed all of the requirements stated in the technology plan template.

_____
    Signature of Reviewer