

Technology Plan Cover Sheet
2013-2015 (July 1, 2013 – June 30, 2015)

ORGANIZATION INFORMATION	
District/Agency/School (legal name):	MINNESOTA TRANSITIONS CHARTER SCHOOL
District Number:	4017
Technology Plan Status	The District/Agency/School has an approved 2012 technology bridge plan: <p style="text-align: center;">Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
2013-2015 Technology Plan Date of Creation:	June 2012
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2013-15 Technology Plan Template

1. **Technology Needs Assessment:** Describe the processes(s) used to determine the technology needs for the LEA for 2013-2015 and briefly summarize the needs that have been determined. Make sure to include any technology needs that will be supported through E-rate discounts, such as telephone, telecommunications access, Internet, and other E-rate eligible services.

In order to determine the technology needs for the years 2013-2015 technology plan. MTCS surveyed all faculty using Constant Contact to determine the technology needs and capability of all employees. Faculty were asked to rate themselves in terms of what technology tools they felt comfortable using and in addition rate their ability to train others. Teaching staff were also asked to delineate which technology resource they were currently using for instruction and asked to describe any additional technology tools that they would like to see added to the resources of the district. MTCS also created a standing technology committee comprise of school and district administrators, teachers and IT personnel. This committee developed additional objectives related to district technology resources based on the established academic and student achievement goal of the district.

Based on the results of the survey, the following needs were determined to be necessary for the upcoming technology plan.

MTCS followed the requirements in order to be eligible for e-rate. The district has created a Internet Safety Policy which was approved by the board of directors on Nov.15, 2012

MTCS has a need for upgrading its desktop computers and making them more user-friendly for teaching staff. MTCS will implement a plan to progressively shift toward laptops and other mobile devices being provided for faculty rater that desktop computers.

MTCS assessed its financial accountability and has determined that in some instances innovative technology ideas couldn't be implemented due to limited program budgets, which negatively impacted the ability for teachers to use technology to address student learning needs. MTCS will implement a district - wide innovative programming budget where programs and instructors can submit ideas for innovating programming that will not adversely affect their program's budget.

MTCS determined that the majority of its students will go on to careers and higher educational institutions where technology skills will be required for success. In meeting the mission of it schools students need to have access to current technology to be prepared for these challenges they will face once they leave their primary and secondary schools. In order to meet this challenge, MTCS will continue to provide high -quality technology tools and innovating teaching techniques that will ensure its students are prepared for the future workplace.

MTCS believes that all students should be reaching their potential and that requires individualization and differentiation in the classroom. This objective is reachable by using technology tools such as prescriptive software programs, online courses, flipped classrooms and other research-based instructional practices designed to maximize the learning for each individual student in our programs.

MTCS knows that the central core of learning comes from highly trained proficient instructors in all classrooms. In order to ensure that all instructional staff are performing on a high level and using technology tools to enact excellence in their classrooms, MTCS will provide effective training for all faculty on the use of technology to increase instruction effectiveness.

MTCS realizes that as technology has changed the way that we live, it also has changed the way in which children learn. In order to make effective use of the technology tools that are available, MTCS will pilot the use of e-readers, notebooks, tablets, ipads and other personal devices to ensure that all avenues are being explored in the goal of reaching all students and maximizing the value of time in the learning process.

2. **Goals and Strategies:** List the specific goals and strategies for 2013-2015 that address how your LEA will use technology to deliver education and assist with school administration:\

Goal

MTCS will prepare its learners for post secondary education and a career in a modern workforce by integrating technology into the learning environment.

Strategies

- MTCS programs will use software and applications such as online courses, Study Island, Successmaker, ALEKS, and other such tools to differentiate and individualize the learning experience for all students, ensuring they are reaching their individual academic potential
- Staff will use data from assessment programs such as NWEA MAP testing and Accuplacer tests to develop prescriptive programming and meet the academic needs of learners
- Use the MCIS and/or Iseek to help students determine their career interests and readiness
- Continue to promote college readiness and generate interest in post-secondary education by allowing students to participate in online PSEO options
- Career academies will focus on technological career options such as digital media and the medical fields, and will enhance the career academies with technology tools that are current and updated to prepare students for a career in a modern workforce

Goal

The MTCS technology committee will monitor progress toward these specified goals and make corrections in response to new development and opportunities as they arise.

Strategies

- The MTCS technology committee will meet monthly to review (quarterly) progress on the continuing technology integration and effectiveness of these initiatives
- A shared Google document will be used to track progress toward these specified goals throughout the school year and will be reviewed at quarterly meetings
- Each person on the tech committee will oversee at least one goal on this list in order to ensure that it is being met through the strategies listed

Goal

MTCS will provide effective training to all staff on the effective use of technology.

Strategies

- Inventory human resources capable of providing staff development
- Provide opportunities for learning technology during professional development days
- Staff will have the opportunity to attend a conference to learn how to use technology in their classrooms
- All new staff will be trained on Google during new staff orientation
- Atomic Learning will be purchased and implemented as a differentiated method to improve all staff and students skills in the area of technology.

Goal

MTCS will expand alternatives for learning to include successful models of virtual programming.

Strategies

- Create hybrid classes in core areas aligned to the standards
- Create online credit recovery classes
- Provide online opportunities for all students through Podcasting, flip classrooms
- Create standard based virtual classes to ensure all students meet the required standards and benchmarks.

Goal

MTCS will expand its education materials to allow students and staff access to online resources.

Strategies

- Provide access to an online library-Overdrive
- Provide educational programs which students can access through wireless machines, including tablets
- Students will be trained on how to use online resources
- A web site will be created which includes all of the online resources available to students and staff.

Goal

MTCS will increase academic proficiency as documented on the MCA's through the use of handheld devices and computers.

Strategies

- Continue to offer netbooks to all middle school students
- Continue to provide iPads/tablets to all Digital Media Academy students
- Establish an ebook reader pilot program
- Increase purchase of document imaging projectors
- Purchase tablets and iPads for teachers
- Provide district teachers with laptop computers

Goal

MTCS will expand wireless capacity in all buildings.

Strategies

- Install more access points throughout the district to improve wireless signal.

Goal

MTCS will expand communication and collaboration between students and teachers and teachers and parents by engaging students, teachers and via simple web-based tools and resources and regular email, text and home mailings.

Strategies

- Conduct introductory and advanced Google training during the school year end on other staff development days throughout the year as needed.
- Assign every student a personal Google Education Suite log-in for Google docs and email at registration
- Develop and conduct student Google training in Enrichment periods no less than quarterly
- Regularly communicate important and relevant information and school news to parents via collected parent email and texts.
- Distribute via website and parent and student portal, a quarterly district-wide newsletter as well as individual school newsletter which will be distributed via Constant Contact
- Create vibrant simple parent and student (separate) portals where the latest school news and information (links to newsletters, student /parent portal and resources) resides
- Launch an MTCS blog encouraging all staff, students and parents to share perspective and opinion education and student life
- Create and MTCS app as a news center and communication tools
- Provide access to Atomic Learning to all parents

Goal

MTCS technicians will complete an inventory of what is needed and what is currently available.

Strategies

- A technology user survey will be conducted to determine what software we have and use throughout the district.
Conduct accurate inventory of current hardware.
- Install Sysaid monitor on computers to be able to more effectively monitor status.

3. **Professional Development Plan:** Describe the professional development strategies you have in place for 2013-2015 to ensure LEA staff are prepared to use the technology infrastructure, software programs, and online resources provided:

Observations have indicated that the majority of the staff has limited ability in the use of typical software programs and limited ability in the proper use of Internet research techniques. Also it is difficult to ensure new teachers are familiar with the programs available to use with students. Technology is changing at an exponential rate and the students and staff would benefit from systematic training on how to best use the technology available. A monthly FYI will be emailed to each staff member on topics related to the innovative uses with the internet and other technology topics. Each month there will be an early release and workshops will be held for staff. All new staff will be provided training on the following software during their new teacher staff development training.

Scheduled trainings for the year will include but not be limited to:

- Synchroneyes – classroom computer manage
- Skyward –student management system
- Reading Horizon- phonics
- United Streaming- video –enhances core curriculum
- Excel- create spread sheets
- Lifetime Library- reading, math and grammar - tutorials
- EyeQ- reading fluency program
- Study Island- reading and math intervention
- NWEA- testing software for grades 2-12
- Online classes- all core areas
- Atomic Learning – program which provides online professional development for a variety of programs.

All computers, keyboards, monitors, and peripherals will be protected with an anti-theft locking system. Each system will have identification numbers etched into the case or the Technology Support Staff will maintain in the district office and appropriate area and records.

4. **Evaluation:** Explain the evaluation process for your technology plan for 2013-2015, including timeline, roles and responsibilities, and information gathered to assess how the technology plan goals and strategies are being met.

MTCS technology team will administer an evaluation of the process of meeting the goals each quarter. A check list has been created which include all of the goals and action plans written in the technology plan. Each quarter the team will review the progress of meeting the goals set by the district. Modifications in the process will be added when necessary. Each meeting the agenda will include new issues which may need attention.

See Attachment #1

5. **Optional Links:** Provide links to district strategic planning documents, survey instruments, policies, or other resources that were used to provide data and help prepare the technology

<https://docs.google.com/spreadsheets/cc?key=0AhxB5C5vPnJE dEdZNTJPa3pEQlhQLTFmaUZORzVpcXc>logy plan.

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6. **Link to Current Technology Plan:** Provide the link on the LEA website where the technology plan will be posted and updated throughout the planning period.

<http://mtcs.org/>

7. Children's Internet Protection Act (CIPA)

This LEA has an Internet Safety/Acceptable Use Policy in place.

Yes

No

If yes, please provide a link to access the policy at the LEA website.

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

Yes

No