May 7, 2019
Board of Education
Raytown C-2 Schools
Raytown, MO 64133

RE: District Technology Plan 2019-2021

As the 2018-2019 school year draws to a close, so does the 2017-2019 District Technology Plan. While we believe the goals outlined in this plan are ambitious, we also believe they are achievable in the two-year timeline. Through collaboration with technology and instructional staff, we believe students and teachers will be well prepared to tackle learning in our classrooms.

In the development of this plan, a small group of teachers, instructional leaders, and Board of Education members crafted the draft you see before you. Helping to drive this work were the International Society for Technology in Education (ISTE) set of teacher and student standards. These standards are internationally recognized goals for the use of technology in schools around the globe.

The plan focused on four key areas (goals): students, staff, infrastructure, and parent/community outreach. Knowing technology devices, software, and web resources change at a rapid pace, the plan emphasizes transferable strategies and skills. We specifically avoided references to particular devices, brands, or product names. Implementation of this plan will continue to challenge district leadership and staff to think in new ways. The elements of this plan cannot simply be layered onto the existing paradigm; we must embrace the changes to move our students and staff forward.

Planning Committee:
Melissa Tebbenkamp | Director of Instructional Technology
Tyler Britt | Curriculum & Instructional District Coordinator
Beth Plank | Board of Education, Parent
Matt Jones | Elementary Principal
Cheryl Reichert |Secondary Principal
Matt Verlendin | Asst. Director Technology
John Coleman | Asst. Director Technology
Will Matthews | High School Teacher
MaKenzie Kronke | High School Teacher
Danielle Mesecher | Middle School Teacher
Jenna Drew | Elementary Teacher
Claire Quinn | Elementary Teacher

Raytown Quality Schools
2019-2021 District Technology Plan

Goal 1: Foster and promote authentic student use of district technology resources.

- Objective 1: Students will utilize a set of basic technology-related skills in daily, authentic learning tasks.

- Objective 2: Students will engage in flexible, online learning environments.

Goal 2: Empower staff to use district technology resources appropriately.

- Objective 1: Certificated staff will utilize a set of basic technology-related skills to provide daily, authentic learning tasks to students.

- Objective 2: Certificated staff will integrate technology appropriately to provide flexible, personal learning environments.

- Objective 3: Classified staff will utilize technology for the efficient completion of job functions.

Goal 3: Provide and maintain quality infrastructure and resources to support district technology efforts.

- Objective 1: The district will ensure the technology infrastructure and resources necessary to support a technology-rich environment.

Goal 4: Foster and promote parent and community involvement in district technology efforts.

- Objective 1: The district will develop and implement community awareness opportunities that highlights the benefits of a technology-rich learning environment.

Goal 5: Promote efficient and effective stewardship of the district technology department.

- Objective 1: The district will maintain technology governance in accordance with national standards, board policy and regulations set forth by the Department of Elementary and Secondary Education.

- Objective 2: The district will strategically monitor and review the technology plan, and technology integration in learning environment.

Goal 1: Foster and promote authentic student use of district technology resources.

Objective 1: Students will utilize a set of basic technology-related skills in daily, authentic learning tasks.

- Action Step 1: Gather formative data on current student technology proficiencies and use to identify strengths/weaknesses and actions needed.

- Action Step 2: Kindergarten through twelfth grade teachers will intentionally integrate technology skills, including digital citizenship, by providing students with authentic learning tasks.

Evaluation: The objective will be monitored and evaluated by:

- Progress will be monitored through the completion of digital citizenship curriculum.

- Classroom visits will include "look fors" that focus on authentic learning experiences utilizing technology resources.

- Opportunities provided in written curriculum include authentic uses of technology.

Objective 2: Students will engage in flexible, online learning environments.

- Action Step 1: Explore the expansion of online course opportunities for students.

- Action Step 2: Students will be provided training on utilization of the District's LMS and digital collaborative tools.

- Action Step 3: Students will be provided the opportunity to access course materials and engage in online learning in multiple classes.

Evaluation: The objective will be monitored and evaluated by:

- The number of active classes in the District LMS will increase.

- The number of completely online course offerings and student enrollment will increase.

- Training materials have been created and made available for students.

Goal 2: Empower staff to use district technology resources appropriately.

Objective 1: Certificated staff will utilize a set of basic technology-related skills to provide daily, authentic learning tasks for students.

- Action Step 1: Provide professional opportunities that are aligned with current ISTE teacher and administrator standards.

- Action Step 2: Gather formative data on current certificated staff technology proficiencies and use to identify strengths/weaknesses and actions needed.

- Action Step 3: Foster a culture of instruction that allows for students to learn new digital tasks through authentic learning opportunities in the regular classroom setting.

Evaluation: The objective will be monitored and evaluated by:

- Progress will be monitored through the completion of professional learning opportunities.

- Classroom visits will include "look fors" that focus on authentic learning experiences utilizing technology resources.

- Professional learning feedback from teachers requesting more technology training.

Objective 2: Certificated staff will integrate technology appropriately to provide flexible, personal learning environments.

- Action Step 1: Explore the expansion of online course opportunities for students.

- Action Step 2: Establish definitions and best practices for online learning in the district.

- Action Step 3: Certificated staff will be provided training on utilization of the District's LMS and digital collaborative tools.

- Action Step 4: Certificated staff will provide students the opportunity to access course materials and engage in online learning.

Evaluation: The objective will be monitored and evaluated by:

- The number of active classes in the District LMS will increase.

- The number of completely online course offerings and student enrollment will increase.

- Classroom visits will include "look fors" that focus on authentic learning experiences utilizing online learning resources.

- Training materials, including definitions and best practices, have been created and made available for certificated staff.

Objective 3: Classified staff will utilize technology for the efficient completion of job functions.

- Action Step 1: Provide professional opportunities that are aligned with district classified job functions.

- Action Step 2: Gather formative data on current classified staff technology proficiencies and use to identify strengths/weaknesses and actions needed.

- Action Step 3: Provide introductory technology training to all new staff during onboarding.

Evaluation: The objective will be monitored and evaluated by:

- Progress will be monitored through the completion of professional learning opportunities.

- Utilize a "classified staff needs assessment" to determine training needs.

Goal 3: Provide and maintain quality infrastructure and resources to support district technology efforts.

Objective 1: The district will ensure the technology infrastructure and resources necessary to support a technology-rich environment.

- Action Step 1: The District will continue to support the 1:1 computing environment through 12th grade and appropriate technology resources for grades Pre-K through 1.

- Action Step 2: District leadership will work to identify, prioritize, and procure necessary digital resources for staff and student use by implementing an adoption cycle for digital resource.

- Action Step 3: The district will provide the human and fiscal resources necessary to maintain a technology-rich environment.

- Action Step 4: The district will maintain the technology infrastructure necessary to support a technology-rich learning environment.

Evaluation: The objective will be monitored and evaluated by:

- Consistent rotation of district 1:1 devices for grades 2-12.

- Human and fiscal resources will be evaluated by analysis of work request completion and systems availability.

- Maintaining the RQS digital resource adoption cycle

- Network and service uptime and bandwidth utilization

Goal 4: Foster and promote parent and community involvement in district technology efforts.

Objective 1: The district will develop and implement community awareness opportunities that highlights the benefits of a technology-rich learning environment.

- Action Step 1: The district will provide opportunities for the community to learn, explore, and understand district instructional technology goals and practices including technology literacy

- Action Step 2: The district will work to build community partnerships with local stakeholders.

- Action Step 3: The district will provide training to parents on SISK12 and other district digital communication methods.

Evaluation: The objective will be monitored and evaluated by:

- Progress will be monitored through the availability of community learning opportunities.

- Creation of training materials for parents on the use of SISK12 and other digital communication methods

Goal 5: Promote efficient and effective stewardship of the district technology department.

Objective 1: The district will maintain technology governance in accordance with national standards, board policy, and regulations set forth by the Department of Elementary and Secondary Education.

- Action Step 1: Technology leadership will ensure best practices in purchasing and asset management to ensure quality and affordability.

- Action Step 2: All district administration will enforce technology safety procedures and policies in accordance with federal, state, and local policies and procedures.

- Action Step 3: Building administrators will ensure their staff members are educated in disciplinary procedures related to technology acceptable use violations according to building technology handbook.

Evaluation: The objective will be monitored and evaluated by:

- Documentation of administrator and staff training on technology policies and procedures.

- Adherence to Board Policy regarding purchasing and asset management.

Objective 2: The district will continuously review the technology plan as well as technology integration in the learning environment in effort to make well informed decisions.

- Action Step 1: District leadership will continuously consider the technology plan when making curricular and operational decisions.

- Action Step 2: A Technology Advisory Committee will be formed to ensure collaboration among key stakeholders in the district.

Evaluation:

- Review the completion of plan goals and action steps and form recommendations of next steps for 2021-2023 technology plan based on data gathered.

- Establish a technology advisory committee that meets at least three times a year