

SHELDON HIGH SCHOOL

Technology Plan

2014-2017

Draft Submitted October 2014

Updated February 2015

Updated June 2015 (*Submitted 6/29/15*)

Technology Leadership Team

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Vision Statement

Sheldon High School will prepare every student for college and career success by integrating technology into high quality instruction to engage students effectively, improve student performance, and increase equity for all students.

Guiding Principles for Instructional Technology at SHS

Student performance: First and foremost, we view technology not as an end unto itself, but as a tool that facilitates student and staff learning. Our primary purpose in providing increased access to technology is to improve instructional effectiveness and student performance for all students.

Equity: Providing access to technology and digital learning can improve equity for students by providing all students with opportunities to 1) build content-area knowledge and skills, 2) engage in learning opportunities that meet their individual needs, and 3) develop transferable skills with digital tools and environments that can serve them well in future college and career settings.

Family-School Connections: Increasing teachers' and students' skill with district online tools (i.e. Synergy, Synergy Grading, Websites, Blogs) can improve school-family communication and promote student success.

Life long learning: In the 21st century, technology will play an increasingly important role in ongoing academic, work place, and personal skill building for students. Increasing skill with technology allows teachers to collaborate, create professional learning communities that extend beyond the building, and stay abreast of the tools and functions that will be part of students' future study and work.

Digital Citizenship: School wide expectations for appropriate use of personal mobile devices and school-provided mobile devices for academic purposes will help students develop skill in digital citizenship and the appropriate use of mobile devices in professional settings.

Instructional Technology Goals and Objectives

1. Instruction

- Teachers will use their knowledge of subject matter, teaching and learning, and technology to facilitate experiences that advance student learning, creativity, and innovation in both face-to-face and virtual environments. (ISTE Standards*T)
- Teachers will integrate technology into instruction via mobile device features, online content-area resources, and digital cross-curricular resources to design and provide student digital learning experiences that improve student achievement of Common Core State Standards and state standards in other content areas.
- Sheldon staff will establish school wide expectations for appropriate use of personal mobile devices and school-provided mobile devices during instruction to facilitate learning and will build student skill in determining appropriate use of mobile devices in professional settings.
- The Sheldon Technology Leadership Team will establish the logistic support and processes (i.e. rewritten user agreement, workflow, required tech support, maintenance, idea-sharing) to facilitate mobile device use at Sheldon High School.
- The Sheldon Technology Leadership Team will research potential Bring Your Own Device models and procedures in high schools to understand pros, cons, and best practice related to BYOD in anticipation of greater use of student-owned mobile devices in instruction in future years.

2. Student skills

- Students will use mobile devices and other technology at Sheldon High School to access online content and texts, practice skills, collaborate with other students, and both develop and demonstrate knowledge and skills through a variety of modes.
- Students will make effective use of technology to collaborate with peers, develop higher level thinking skills, and work toward the Literacy and Math standards within the Common Core State Standards.
- Students will demonstrate skill in using essential technology applications for high school as delineated in the K-12 sequence of technology skills.
- Students in CTE courses will develop targeted industry-relevant technology skills that have practical application in a wide range of careers related to SHS CTE programs (Design, Business/Marketing, Journalism)
- Students will use Naviance for high school and college planning, voting, communication.
- Students will demonstrate the ability to evaluate online and digital sources for credibility, cite sources appropriately, and avoid plagiarism in their use of online sources.

- Starting in 2014-15, students will build skill in digital citizenship and will sign an Acceptable Use Agreement regarding appropriate use of technology. Students who check out a 1:1 school-provided mobile device will sign a 1:1 school-provided mobile device agreement.

3. Staff skills

- Teachers will collaborate with students, peers, parents, and community members using digital tools and resources to support student success and innovation. (ISTE Standards *T)
- Teachers, particularly those in Grades 9 and 10, will use technology to differentiate learning so that students of diverse skills and learning styles have added and extended opportunities to build skills.
- Sheldon teachers will develop skill in curating digital work and assessments from students.
- Teachers will develop skill in using apps and online tools including Edmodo, Keynote, iMovie, Evernote, GoogleDrive, DropBox
- All SHS teachers will develop skill in using Synergy and Synergy Grading.
- Data Teams will develop skill with online collaborative tools (GoogleDoc, Wiki, Server)

4. Hardware

As funding becomes available, SHS will:

- Ensure all staff have a useable laptop and presentation equipment (i.e. document camera, projector, interactive whiteboard, SMART board)
- Establish a renewal cycle for replacing projectors, staff computers, and printers.
- Update CTE labs with new, industry-appropriate student computers.
- Acquire iPads for 1:1 take home in specific areas (i.e. Science, ELD) and for classroom use particularly to support students in need of additional support and/or enrichment.
- Acquire enough classroom sets of laptops (COWS) to have one per department in four core areas (ELA, SS, Sci, Math) and one for overall school use.

5. Software

- SHS content-area teams will explore online textbook resources and identify and try out digital resources (both free and for purchase) that will enhance student learning.
- SHS will purchase needed CTE software through SHS tech funds, supplemented by Perkins funds.
- SHS will explore options for upgrading Adobe or using a cost-effective replacement, keeping in mind that specific software may be needed to maintain SHS course alignment with LCC and CN courses that depend on that alignment.

- SHS will explore cost-effective replacements for Microsoft Office.

Current Resources		Name	Rm	Source
Qty	Item			
1	Blu-Ray Player		C7	
16	CD-Player			
36	DVD-Player			
24	DVD-VCR Combo Player			
1	Microphone			
6	Sound Component (AMP)			
37	Sound System			
7	Speakers			
30	Television			

6. Professional Development

- Core teachers in English Language Arts, Math, Social Studies, and Science will complete training provided during SHS professional development days and late start Wednesdays in using mobile devices in instruction.
- **All** teachers will have opportunities to participate in professional development to increase their facility with using technology in instruction and collaboration.
- Sheldon administration, in coordination with our technology support specialist, will establish brief teacher orientation materials that provide information and support for new staff members for accessing:
 - Zimbra
 - Synergy and online grading
 - Ireland Server
 - SHS GoogleDocs
 - SHS Tech Help
 - Lab sign-up
 - Aesop
 - 4J Google
 - District online instruction resources
 - SHS professional development resources
- SHS content-area teams will develop an **online professional learning network** that includes:
 - **Key sources** (blogs, wikis, podcasts, RSS feed, aggregators) for both content-area, education, assessment, and tech-related materials
 - **Key contacts** (leaders and bloggers in the field, 4J content-area teachers, out-of-district content area teachers)

Current and Proposed Resources

290	Microphones (SB Testing)			SHS Tech, 4J
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22	Digital Camera			
2	Clickers			
41	Data Collection (Probes)			
43	Document Camera			
4	iPod (4 th gen)	Supervisors, PE		
43	iPad 2 (STAFF)			
69	Staff Deskstops (Mac/ PC)			
64	Staff Laptops (Mac/PC)			SHS Tech, iT3, SHS Depts.
30	iMac & Homebrew PC		Library	
35	iMac	CAD (Phillipo)	A1	
40	iMac	Sign-up Lab	A2	
35	PC Desktop	Merfeld	A6	
35	Dell	Zink	A4	SHS Tech
10	Dell Inspiron (old)		Tesa Calf	
30	HP Towers		P-2 Lab	
13	Dell Latitude (old)		Science COW S4	
7	Homebrew PC (Replacing with new Dell)		C-14	Science
4	Homebrew PC	Career Center	Office	
13	Dell Optiplex (old)	SHAC	SHAC	
36	MacBook Air	Shamrock COW	Tech Room	Crossroads
36	MacBook Air	Bailey COW	Tech Room	Crossroads
36	MacBook Air	Dexter COW	Tech Room	Crossroads
36	MacBook Air	McCOW	Tech Room	Crossroads
38	iPad Mini	iPad Cart A	Science	iT3
40	iPad Mini	iPad Cart B	Science	iT3
40	iPad Mini	iPad Cart F	Science	iT3
40	iPad 2	iPad Cart G	P-1 (Tubbs)	iT3
40	iPad Mini	iPad Cart H	TBD	iT3
40	iPad Mini	iPad Cart M	TBD	iT3
40?	Lightning Keyboards for iPads		English	iT3
28	Printers (Networked)			
12	Printers (Stand alone)			
12	Canon Copiers			
13	Smartboard (Mounted)			
60	Projectors (Ceiling Mounted)			
3	Projectors (Short throw— Smartboard)			
14	Projectors (Tabletop)			
2	Library Security Gate			
1	Laminator			
1	Scantron			
1	Scoreboard			
1	Magnetizer			

Proposed Resources (May 2015—Spring 2016)

Note: See Tech Plan Draft submitted Oct 2014 and updated Feb 2015 that reflects iPads from iT3 Pilot Program.

The following list reflects updates in Proposed Resources following

the iT3 Pilot Program.	
36	MacBook Air COW (after 2 iPad Carts traded in)
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36	MacBook Air COW (after 2 iPad Carts traded in)
36	MacBook Air COW (after 2 iPad Carts traded in)
36	MacBook Air COW from Crossroads 3B
36	MAC Desktops w/dual platform capability (CTE Lab--Crossroads 4A)
36	MacBook Air COW from Crossroads 4B

Implementation Timeline

Date	Hardware roll-out	
Spring 2015	Replace 8 iPad Carts with 4 MacBook Air COWS	Trade of existing items
Spring 2015	MacBook Air COW	Crossroads 3B
Summer 2015	Replace CTE Lab A-6 with MAC Desktops	Crossroads 4A
Winter 2015	MacBook Air COW (Crossroads 3B)	Crossroads 4B

**Sheldon Budgeting
for Consumables**

	# of devices / replace rate	(rounded; calc)	Total Needed	Cost Each	Total Cost	NOTES
TECH SUPPLIES						
Laptop Batteries (future number)	430	0.03	13	\$39.00	\$507.00	
Toner Cartridges	40	2.00	80	\$120.00	\$9,600.00	
Power Adapter (future tchr laptop)	70	0.03	2	\$35.00	\$70.00	
Dongle (future tchr laptop)	70	0.06	4	\$40.00	\$160.00	
Hard Drives in labs	240	0.02	4	\$40.00	\$160.00	
Projector Bulbs	77	0.40	30	\$100.00	\$3,000.00	
Misc					\$500.00	
				Total	\$13,997.00	
TECH EQUIPMENT						
Doc Cameras (current)	43	0.15	6	\$200.00	\$1,200.00	Complete replacement cycle / Approx age of oldest 7 1/2 years
Projectors (future number)	82	0.15	12	\$700.00	\$8,400.00	8 years
Teacher Laptops (future number)	70	0.13	9	\$1,200.00	\$10,800.00	8 1/2 years
Printers (current)	40	0.10	4	\$500.00	\$2,000.00	10 years
1:1 iPad loss/damage	108	0.025	2	400	\$800.00	
1:1 iPad charger loss/damage	108	0.05	5	45	\$225.00	
				Total	\$23,425.00	
				TOTAL	\$37,422.00	

Source of Funding for SHS Tech Replacement Cycle: Currently, the projected cost described in the tech replacement cycle for non-bond funded consumables and hardware is far beyond what our current annual tech budget (comprised of District Tech funds to SHS and SHS Tech funds generated through student fees for consumables). However, with a solid estimate in hand, we anticipate dedicating a significant portion of SHS Tech funds to tech replacement each year. SHS may need to seek additional funds in order to implement a tech replacement cycle and maintain functional equipment across the school from year to year. Our goal is to avoid passing costs on to students and families, so we anticipate that the funding would not come from an increase in student fees.

Student computer/mobile device replacement: Replacement amounts listed on the previous page do not include costs for fully replacing student labs, COWS, or tablets, and essential software updates.

CTE Lab A-1
CTE Lab A-4
CTE Lab A-6
Sign-up Lab A-2
Journalism Lab P-2
Library Lab
10 Mac COWs

Once Crossroads bond funding has been dispersed, an 8-year lab/COW replacement cycle (approximately 2 labs or COWS per year, with the oldest lab being 8 years old) would run approximately \$80,000, depending on type of computers.

A 5-year lab/COW replacement cycle (approximately 3 labs or COWS per year, with the oldest being 5 years old) would run approximately \$120,000 annually depending on the type of computers.

Additional mini-labs (i.e. Science mini-lab, ELA mini-lab, Career mini-lab) generally would be sustained and replaced with equipment being repurposed from existing labs as those are replaced and/or would come from department funds.

Professional Development

Professional development around instructional technologies is ongoing at Sheldon.

In 2013-14, technology-related professional development activities focused on helping teachers in the iT3 iPad Pilot project build skill with iPads.

In 2014-15, staff meetings, late starts, and professional development days will be used to bring new and innovative technology trainings to our educators, with particular focus on integrating 1:1 mobile devices into teaching and learning.

Sheldon will determine additional future technology workshops based on the results of the annual faculty survey conducted in the fall (indicate who is responsible)

We've identified a need among staff for basic tech skills in addition to skill building in particular tech functions, programs, and applications. Consequently, we anticipate identifying learning targets for staff around basic skills and providing at least one professional development session geared toward helping staff master those basic skills while we also provide more advanced tech professional development.

Professional Development in 2013-2014			
Source of Funding: \$2500 from SHS, Additional support from iT3 Pilot			
Date	Activity	Participants	Funding
August 2013	iPad intro	iT3-Science	Optional for teachers
August 2013	SMART Board	iT3-Science	Optional for teachers
Ongoing	Individual Support with iPads, SMART Boards (Cecelia, Misty, KellyC)	iT3-Science	4J Tech
January 2014	iPads in Instruction -OLE -Screencasting -Coach mode in Khan Academy -VE Clickers -ebook in Biology -SMART Board tips & tricks	iT3-SpEd & Sci -Clark, A. -Clark, D. -Tubbs -Goldenstein -Sanderson -Whalley -Fields -Buckson -Landis -Standefor -Wingard	iT3
March 2014	iPad intro --Intro to universal apps --Intro to content-specific apps	iT3- Tri 3 -Albrich -Bell -Brancato -Fitz -Hutchins -Tierney -Youngblood	Sheldon
April 2014	iPads in Instruction	iT3- Tri 3 -Albrich -Bell -Brancato -Fitz -Hutchins -Tierney -Youngblood	iT3

Professional Development in 2014-2015

Source of Funding: \$2500 from SHS			
Date	Activity	Participants	Funding
August 2014	iPad intro	Grade 9 teachers	Optional for teachers
Sept 2014	-SHS Tech Plan -ISTE Standards -Professional Learning Networks -Online resources Information on iPad plans and opportunities for involvement	All Staff	4J Tech staffing
October 2014	iPad support	One ½ day for 20 Grade 9 teachers	SHS
January 2014 (PD ½ Day)	Tech Breakout Sessions (TBD) --GoogleApps --iPads --Online resources	All Staff	4J Tech staffing and in-house
Dec 2015	iPad support	One ½ day for 10 Grade 9 teachers	SHS
Feb 2015	iPad support	One ½ day for 10 Grade 9 teachers	SHS
March 2015	Mobile device workshop	SHS teachers	N/A
April 2014	iPad intro	Additional 10 teachers	Booster Classroom Grant?
Ongoing 2014-15	Individual teacher support provided by Cecelia, Kellyclare, and Instructional Technology staff	Individual teachers	4J Tech staffing

Proposed Professional Development in 2015-2016