LEE COUNTY SCHOOLS

Leesburg, Georgia

THREE-YEAR TECHNOLOGY PLAN

JULY 1, 2015 – JUNE 30, 2018

Superintendent

Dr. Jason B. Miller

Curriculum Director, K-5

Donna Ford

(229) 903-2100

forddo@lee.k12.ga.us

Technology Director

Richard T. Morgan

(229) 903-2100

richm@lee.k12.ga.us

I.   Vision for Technology Use

The vision for technology use within Lee County Schools was developed through the collaborative efforts of our system educators and community stakeholders and approved by the Lee County School system.

Our vision is to:

- Reduce the student to device ratio of 3 to 1 to a ratio of 2 to 1 so students will have immediate access to technology to increase the quality and inventory of technology related peripherals to enhance student performance products;
- Foster a collegial dialogue between building level administrators and teachers to develop meaningful, purposeful, and engaging work embracing the Georgia Standards of Excellence (GSE) and employing technology as a tool to support teachers and students efforts;
- Provide assistive technologies and equal access for students with special needs and disadvantaged sub groups;
- Provide standardized 21st Century Equipment and resources in all academic classrooms;
- Engage in continual evaluation of instruction and technology integration to monitor student and teacher technology literacy
- Extend the availability of school technology resources to the community.

The teacher will be able to engage in instruction that enables student development of meaningful demonstrations of their learning using many, varied technology enhanced methods. The students will collaborate on group projects, completing individual components that when combined make up the whole, enabled by the use of the modern technology and instruction provided to them. Learning will extend far beyond the classroom as their assignments are published on the Internet and shared with our global community of learners. The teacher's classroom role will continue to evolve toward classroom mentor and guide. Teachers will participate in ongoing staff development activities to insure that emerging technologies are continually introduced into the classroom and used by the students. Administrators will input valuable information into well-designed, web-based software so that stakeholders can make data driven decisions. Software programs will be integrated and work together. State of the art technology will support all Lee County Schools' educational and administrative activities.

In summary, Lee County School System's vision focuses on training, access, support, and evaluation as these are the essential elements of successful instructional technology integration. This approach is designed to foster an environment where students will move seamlessly between text resources, software, and online resources to complete assignments. Our students will

be making many of the decisions about how to complete an assignment or master a standard. The computer work stations, multimedia appliances, and classroom projection systems will provide the teacher lesson presentation choices that will then facilitate achieving desired student learning outcomes.

II. Current Reality

A. Access to Technology

The following data sources are used by Lee County Schools to collect valuable data for informed technology planning decisions. Annual school system budget that identifies:

- Capital purchases, training, and support expenditures.
- New and alternative funding sources.

Annual School Technology Inventory Survey submitted to State Department of Education that includes:

- Definition of "modern computer specifications" which leads to replacement of dated equipment.
- Ratio of student to computers to ensure adequate technology access in all school settings.

Annual technology literacy assessment to evaluate students.

The annual needs assessment is used to determine the quantity and content of technology professional development. Lee County School System's technology team measures findings from the annual needs assessment and walk through observation data on current technology use. Data is then analyzed for comparison with our vision for instructional, administrative, and parent/community uses of technology to support student learning.

B. Technology Use

1. Administrative Technology Use
Administrative applications are installed and supported at the district level. These applications are available to all schools and include student information management, food services, personnel information, district finances, and purchasing.

All teachers and administrators access web-based data through a high-speed data connection between the Internet, Central Office and all schools. Personnel are provided e-mail accounts to promote better communication between the schools, staff, and parents. Teachers and administrators will participate in training on general purpose productivity tools and peripherals to

support personal productivity – grading, classroom observations and student data/web sites. The goal is for each building administrator to use an iPad to evaluate teachers, therefore reducing time spent on paper work, while increasing availability to parents, students and staff. Administrators, auxiliary faculty, and contributing professionals have one computer each.

2. **Instructional Use**
    Lee County is currently using the Infinite Campus student information system. Special education teachers use IEP Online to manage data on students and electronically generate and document required paperwork, such as Individual Education Plans (IEP) and parent contacts.

    The Lee County School System has approximately 1,994 computers and 537 printers that are networked on the school system's wide area network (WAN). The system also maintains a server farm composed of 32 virtual servers paired for redundancy.   These house shared computer applications and store user data. The network speed between the network hub, located at the central office, and each school is 1Gbps. Additionally, the network speed with in each school from school main data closet to each classroom is 1Gbps. The chart below indicates the school and the types of technology available to students at each location.

School	# of labs	Desktops	Laptops	Chromebooks	Netbooks	Printers	Mini iPads	iPads
LCHS	5.5	203	35	52		47		30
9th	7	150	30	27		9		
LCMS-W	7	162	30		60	8		
LCMS-E	6	110		27	30	7		
TOES	3	53	30	27		4	31	42
LCES	3	90		61		5		
KPS	1	30	30			2		
LCPS	3	78	4			3	1	47
Total	**35.5**	**876**	**159**	**194**	**90**	**85**	**32**	**119**

Computer labs are available for whole class technology activities. These activities include using computer programs, Internet usage, research, writing reports, skills practice, creating spreadsheets, and designing and creating materials that display understanding and mastery of subject matter.

Available software programs include but are not limited to: Word, Excel, PowerPoint, FrontPage, Publisher, Newsela, Google Drive, Ed Mark, USA Test prep, Write Score, a variety educational programs, and Geometry Sketch Pad. In addition, students participate in end of pathway assessments in all high school pathways earning an industry credential at graduation for successful pathway completion. iStation and iPass are used for remediation and acceleration purposes in reading and mathematics beginning at the primary level and continuing through high school.

Special education classrooms utilize assistive technology such as touch screens, text to speech software, word processors, augmentative communication devices and various other devices used for students with disabilities. English Language Learners have access to many of these same programs. Students, faculty and staff have Internet access in the classrooms, media center and lab. Faculty and staff have access to e-mail on one of their computers. Each school's media center has at a minimum five computers used for circulation, On-line Public Access Catalog (OPAC), and student Accelerated Reader testing (K-5). In grades K-5, each classroom has a ceiling-mounted projector and VCR/DVD through which video is distributed via a closed circuit network which allows for satellite and on-site programming to be accessed. The High School and Middle School have the same distribution capabilities, enhanced by Channel 1. Each media center offers the use of video cameras, digital cameras, large screens, laptop computers, CD recorders, Smart-Boards, Promethean Boards and multimedia projectors to make distinctive presentations and to incorporate innovative technology into the classrooms. Additionally, each media center is fully automated and connected to all classrooms.

A local area network (LAN) connects all classrooms and the administration at the school level. A wide area network (WAN) connects all schools to the system servers and then out to the Internet via a Metro E 40 Gb.4/5 Circuit. There is a need for additional software that is diagnostic, instructional and prescriptive for all students to increase achievement in reading, math, problem solving and higher order thinking.

The system will continue to analyze and identify on-going needs

for training and technology and seek financial support through grants and stakeholders. In addition, the county will provide on-going training and support to enhance instruction with the use of technology based on needs of faculty.

Lee County is a progressive system who works to ensure that all students have access to learning through multiple modalities. Presently, we use Apex, Gradpoint, GA Credit Recovery, iPass, iStation, Education City, Brainpop, and on-line curricular programs for acceleration, course repair and remediation as well as to help those students who are homebound and need to keep up with their studies. Several advanced placement courses are offered at our high school. For those students who would like additional rigor in their curriculum, Lee County participates in the Georgia Virtual School Program. These self-motivated, independent learners can enroll and take on-line courses.

3. **Parent/Community Uses of Technology**
    The Lee County School System utilizes e-mail, websites, and newsletters to promote better communication between schools, staff, parents and community members. Student attendance, demographic information, and grade book files connect to the Infinite Campus – Parent Portal. Using a secured password, parents and guardians can access the information on their children. The school system assists parents with limited English skills by providing documents in Spanish as well as English. An automated phone calling system allows schools and district administrators to relay school event notices and emergency information to our stakeholders.

    G-mail accounts are set up for sixth through twelfth grade students to promote the use of technology in doing research and designing presentations to meet the Georgia Standards of Excellence.

III. **Communication and Marketing**

The Lee County Schools disseminate information to community stakeholders in a variety of ways. In August prior to the beginning of school, an insert is published in the Lee County Ledger giving parents and students current information about the new school year. An open house is held on each campus, welcoming students and parents, while giving them an opportunity to meet their teacher and tour the school. Press releases and parent newsletters all combine to keep the community informed about school activities and progress. System, schools, and teacher websites are also used extensively to communicate with parents and the community. Our schools' pride is keeping parents up-to-date on happenings through Remind, Edmodo, Twitter, Facebook, Instagram and the parent portal.

The Parent Connect portal allows parents and guardians to view the academic account, discipline incidents, and attendance of their student. Test results and progress within schools and the system are also presented on the system website, in the local newspaper and in newsletters sent out monthly.

The school system also maintains a messenger system through Infinite Campus that keep parents currently on classroom and school events. This system can also be used to alert parents of emergencies, announcements, changes of schedule, or other important information when needed.

Pertinent news articles, school activities, and announcements are also published in the Lee County Ledger.

Regular and consistent technology planning occurs through collaboration between the Lee County Schools' technology department and system-level staff development, curriculum, media, Title I, special education, and ESOL personnel. Periodic meetings allow stakeholders to develop successful strategies to insure that all stakeholders have input into a System-level plan. Lee County Schools also communicate regularly with other area district personnel to share ideas and best practices through consortia meetings, and e-mail.

Professional Development

The Lee County School System operates the Professional Learning program as a system and site-based program. Professional learning activities are prioritized on greatest need. Description of activities, needs, objectives, evaluation and budget information are included in the planning and implementation process. Professional Learning funds available include State Professional Learning, Federal funds through Title I, Title IIA, and Title II D and CTAE education, and Special Education funds. The coordination of all funding sources maximizes the comprehensive system improvement efforts. Results for the annual needs assessment and surveys provide the basis for the professional learning activities and the procurement of instructional materials.

IV. **Technology Literacy**
Software that supports the acquisitions of the skills and concepts identified by the Georgia Standards of Excellence (GSE) will be closely previewed by using the process we have in place to select textbooks. Careful consideration will be given to such software that supports diagnostic and prescriptive teaching, is designed to increase achievement in math, problem solving and higher order thinking, science, social studies, writing, and reading, and is directly linked to the tested curriculum.

Additional supportive technology is necessary to enhance student learning and meet state/local standards. Teachers expressed a need for on-going support and training in the use of current and emerging technology, most specifically with students with disabilities, economically disadvantaged students, English Language Learners and black students.

Technology will be viewed as a tool, which can be applied to all learning situations to assist the learner with research, data organization/ manipulation, problem solving, and communication. It will not replace existing methods of instruction but rather fully integrate into the sound teacher practices currently being used within the schools.

Technology is seen as an extension of the instruction that takes place in a classroom. Technology will be used to provide remediation as well as acceleration of student learning. Teachers will use it as an organizational tool to maintain student grades/information while students and teachers will use appropriate programs to create multimedia products. The evaluation of technology integration will be through processes and products such as lesson plans, grades posted electronically, evaluation of students' reading achievement, student-generated presentations, and walk-throughs to view integration of technology. The use of electronic text offers students choices in selecting resources to tailor assignments to their individual interests while meeting project standards.

GOALS, BENCHMARKS, AND STRATEGIES

Instructional Goals				
Goal 1:	**Continue to establish, maintain, and support the network infrastructure to assure access for all employees and students.**			
Strategies	**Benchmark**	**Evaluation method**	**Funding Source Estimated Amount**	**Person Responsible**
Annually replace older equipment and update software programs	All classrooms will have updated equipment and software programs	Annual technology inventory	Local Funds $600,000 GOSA technology grant	Technology Director, Assistant Superintendent for Finance
Annually purchase new equipment based on each school's priority list as per Lee County School System's Technology Team	All classrooms will be fully equipped to 21st Century Classroom standards by 2018	Annual technology inventory and priority list	Local Funds, Title I, Special Education funds $200,000	Federal Programs Director, Curriculum Director
Goal 2:	**Integrate technology throughout the curriculum to increase student achievement**			
Strategies	**Benchmark**	**Evaluation method**	**Funding Source Estimated Amount**	**Person Responsible**
Utilize revised GSE unit lesson plans to integrate technology into classroom instruction through the use of iPads, laptops, interactive tablets, whiteboards, document cameras, and student response systems	Walk–through observation data each nine week period to show increased technology use in classroom instruction. Review lesson plans bi weekly. Peer observation feedback forms each nine weeks to show increased technology use	Annual needs assessment, Classroom Observation data, computer lab sign ins, media sign ins	Professional Learning $15,000	Principals, Curriculum Director, Federal Programs Director, Special Education Director

Use software to remediate and/or accelerate student learning	Teachers will use iPass, iStation, Apex, , Georgia Credit Recovery, Gradpoint, etc. to accelerate and remediate , and Online Assessment System (OAS)(to provide benchmarking	Annual needs assessment and Classroom Observation data	Local funds Title I, CTAE, Special Education, Remedial $100,000	Curriculum Director, Federal Programs Director, Special Education Director
Goal 3:	**Ensure that teachers and administrators are proficient in technology utilization**			
Strategies	**Benchmark**	**Evaluation method**	**Funding Source Estimated Amount**	**Person Responsible**
Provide technology financial support	Present plan to and solicit grants from stakeholders. Explore grant sources.	Written Grant proposals	NA	Curriculum Director, Federal Programs Directors, Special Education Director
Provide on-going training/state technology conferences to staff/ media specialists and support to enhance instruction with the use of technology, specifically with use of iPads, interactive tablets and whiteboards, student response systems, and document cameras	Teacher observation data each nine weeks to show increased use. Review teacher lesson plans bi-weekly.	Annual needs assessment, Classroom Observation Data, technology surveys, School Improvement Plans	Local funds Amount $15,000	Curriculum Director
Provide specific training for staff on software programs and	Teacher observation data each nine weeks to show increased use	Classroom observations, lesson plans,	Staff development funds	Curriculum Director

technology equipment		technology surveys	allocated to each school	
Preserve the Instructional Technology Specialists positions to assist in on-going training and development of student activities	Teacher observation data each nine weeks to show increased use	Classroom observations, lesson plans, technology surveys	Local funds to pay salaries	Curriculum Director, Federal Programs Director

Administrative Goals				
Goal 1:	**Provide access for teachers and administrators for communicating, planning, record keeping to improve time on task**			
Strategies	**Benchmark**	**Evaluation method**	**Funding Source Estimated Amount**	**Person Responsible**
Provide administrative training for the integration of technology into instruction using interactive tablets and whiteboards, iPads document cameras	Classroom observation data from administration each nine weeks	Classroom Observation Data, Student Performance Data Administrative survey/conference	Local funds $10,000	Curriculum Director, Federal Programs Director, Technology Director, Special Education Director

Parent/Community Use of Technology Goals				
Goal 1:	**Utilize technology as a source of information and involvement for parents and community**			
Strategies	**Benchmark**	**Evaluation method**	**Funding Source Estimated Amount**	**Person Responsible**
Provide parental and community technology access	Classes offered and attended on internet safety and specific software programs	Parental survey	NA	Curriculum Director, School Principals

TECHNOLOGY (COMPUTERS & INTERNET)

Lee County Schools provides students and staff access to a computer network known as the Wide Area Network (WAN). The WAN serves all the schools and Central Staff facilities within the school system. It includes computers, file servers, cabling, routers, switches, hubs, software and other peripheral devices necessary for the proper functioning of the WAN. Internet access is an integral part of the services offered on the WAN. Student and staff access to the WAN and its resources is a privilege and not a right. The WAN is designed to provide resources in support of instructional goals and objectives as well as school system administration. These resources are provided as a non-public forum. Computer technology facilitates communication, innovation, resource sharing, and access to information. Students using school system computers must adhere to the administrative procedures regarding computer use. Our system has a BYOT (Bring Your Own Technology) program currently in place. Teachers assign projects and monitor the use of the devices in the classroom. Instructional access to the WAN shall be under the direction of staff and shall have a defined educational purpose. Student browsing should also have an academic purpose and not violate any of the prohibited uses. The school system reserves the right to monitor all computer activity by students. Violating the established policies and administrative procedures shall be subject to revocation of privileges and potential disciplinary and/or appropriate legal action. Students will also adhere to the following prohibitions in the interest of personal safety: maintain

- Students will not post personal information about themselves or others. Personal contact information includes images, telephone numbers, email addresses, or home address.
- Students will not agree to meet with someone they have met on-line without their parent's approval and participation.
- Students will not share passwords with others.

Interoperability and Redeployment Procedures

Procedures for Ensuring Interoperability and for Deploying of Older Equipment

The Lee County School System has practiced standardization of system software and hardware for twelve years. Hardware specifications are developed and re-evaluated every eighteen months. An attempt is made to purchase high-end equipment because technology changes and advances so quickly. Once specifications are developed, they are submitted to approve vendors for price quotes. Quotes are evaluated in regard to price but more importantly warranty, return procedures and shipping charges.

Software purchases are also standardized. Major purchases are selected through a committee of interested parties. The software applications are viewed, evaluated, tested and compared to other applications. The Microsoft line of office applications has been used for twelve years. All schools use Follett Destiny for media automation and Infinite Campus for student information. Individual schools select smaller applications.

Network applications are selected with SIF (Schools Interoperability Framework) compliance in mind. A long-time and long-range goal has been to have an integrated system for student information and fund accounting.

The technical staff keeps equipment in working order through routine maintenance and repair. Parts are salvaged for rebuilding older equipment when possible. Due to warranties of five years on computers, three years on monitors, and lifetime on switches, Lee County currently has an agreement with a vendor to pickup and discard all computer related equipment that is no longer in use. This method is environmentally friendly and Lee County does not find selling old equipment to the community to be a responsible act.

BOARD POLICY   Descriptive Code: IFGB

INTERNET SAFETY   Date: November 14, 2011

It is the belief of the Lee County School System that the use of telecommunications, including the Internet, in instructional programs is an educational strategy which facilitates communication, innovation, resource sharing, and access to information. Use of the Internet must be in support of education and research and consistent with the educational mission, goals, and objectives of the school system.

It shall be the policy of the Lee County Board of Education that the school system shall have in continuous operation, with respect to any computers belonging to the school having access to the Internet:

1. A qualifying "technology protection measure," as that term is defined in Section 1703(b)(1) of the Children's Internet Protection Act of 2000; and
2. Procedures or guidelines developed by the superintendent, administrators and/or other appropriate personnel which provide for monitoring the online activities of users and the use of the chosen technology protection measure to protect against access through such computers to visual depictions that are (i) obscene, (ii) child pornography, or (iii) harmful to minors, as those terms are defined in Section 1703(b)(1) and (2) of the Children's Internet Protection Act of 2000. Such procedures or guidelines shall be designed to:

    i. Provide for monitoring the online activities of users to prevent, to the extent practicable, access by students to inappropriate matter on the Internet and the World Wide Web;
    ii. Promote the safety and security of students when using electronic mail, chat rooms, and other forms of direct electronic communications;
    iii. Prevent unauthorized access, including so-called "hacking," and other unauthorized activities by students online;
    iv. Prevent the unauthorized disclosure, use and dissemination of personal identification information regarding students; and
    v. Restrict students' access to materials "harmful to students," as that term is defined in Section 1703(b)(2) of the Children's Internet Protection Act of 2000.
    vi. Provide education to students about appropriate on-line behavior, including interacting with other individuals on social networking websites and in chat rooms and cyber bullying awareness and response.

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Technology Priorities for **Kinchafoonee Primary School:**

- Additional mobile lab
- Additional iPads or Chromebooks (28)
- Document camera for each classroom
- WIFI increased to enable the use of computers for testing

Technology Priorities for **Lee County Primary School**:

- Additional training
- Additional computers in classrooms
- Smart board in every classroom
- WIFI increased to enable the use of computers for testing

Technology Priorities for **Lee County Elementary School:**

- Computer lab for 5th grade (32 units)
- Additional student desktops computer in each classroom
- Chromebook cart with 30 units (mobile)
- WIFI increased to enable the use of computers for testing

Technology Priorities for **Twin Oaks Elementary School**:

- Additional mobile lab
- Additional iPads or Chromebooks (32)
- Document camera for each classroom
- WIFI increased to enable the use of computers for testing

Technology Priorities for **Lee County Middle School-W:**

- 32 desktops computers with Microsoft Office Suite
- Additional 32 unit desktop lab with network printer
- 5 desktop Chromebooks or lap tops per each ELA classroom
- WIFI increased to enable the use of computers for testing

Technology Priorities for **Lee County Middle School-E:**

- Additional Chromebook mobile lab (33 units)
- Two charging/storage carts for the Chromebooks
- Additional iPad mobile lab
- Promethean Board or Boxlight devices to complete classroom

- Keyboards for each iPad on the mobile lab
- WIFI increased to enable the use of computers for testing

Technology Priorities for **Lee County High School 9th Grade:**

- Two computer labs with 32 computers
- Two sets of Chromebooks (35 units each)
- IPEVO interactive white boards systems for each classroom
- IPEVO wireless document cameras
- WIFI increased to enable the use of Chromebooks for testing

Technology Priorities for **Lee County High School**:

- 20 additional desktops (bring numbers in lab to 32 units)
- 25 laptops for media center
- 105 Chromebooks for three new labs for testing and classroom use
- Faculty licenses for Zip Grade
- 64 CPS (2 additional class sets)
- WIFI increased to enable the use of computers for testing