

**Truro Central School**  
**Truro, Massachusetts**

**Long Range Technology Plan**  
**2007-2012**

*Approved by TCS School Committee May 21, 2007*

**REVISED BY TECHNOLOGY COMMITTEE:** November 18, 2009

**Introduction**

Truro Central School is committed to developing and maintaining a technology program that is integrated into individual classrooms and the school in general. Teachers have the opportunity and are encouraged to use technology to improve teaching and learning, understanding that technology complements successful teaching methods. Students are both motivated and challenged when current, appropriate technology is available to them. The goal is for students to become proficient in using multiple technology tools and to learn how to apply their knowledge to learning other curriculum concepts as defined in the Recommended PK-12 Instructional Technology Standards and Science Technology/Engineering Standards.

We will use the following implementation strategies to confirm our commitment to a clear vision and progression to an Advanced Level of Progress as defined by the Massachusetts School Technology and Readiness (STaR) guidelines,

- I. Overall Goals and Implementation Strategies
- II. Professional Development
- III. Needs Assessment
  - A. Current technology
  - B. Future technology
- IV. Budget
- V. Evaluation

The Overall Goals and subsequent strategies of the Technology Plan align with both the TCS School Improvement Plan and the Massachusetts Instructional Technology Standards.

**School Improvement Plan**

The 2006-2007 Truro Central School School Improvement Plan calls for the following activities to address Focus Area IV. (Technology) and its Improvement Objective (to maintain and develop technology instruction and support as an integrated component of a total school program):

1. Upgrade the school website
2. Implement the recommendations outlined in the Truro Central School Technology Plan
3. Begin to develop an electronic, online system of daily notice distribution and report card access for teachers

The 2007-2008 Truro Central School School Improvement Plan (DRAFT) calls for the following activities to address Focus Area IV. (Technology) and its Improvement Objective (to maintain and develop technology instruction and support as an integrated component of a total school program):

1. Consistent updates of school website on the classroom level to include daily posting of homework, projects, assignments, etc.
2. Implement the recommendations of the Technology Plan
3. Continue to develop an electronic, online system of daily notice distribution and report card access for teachers

## **Massachusetts Instructional Technology Standards**

**Standard 1.** *Demonstrate proficiency in the use of computers and applications as well as an understanding of concepts underlying hardware, software, and connectivity.*

### **Grades PreK – 4**

Students at Truro Central School engage in a variety of developmentally appropriate activities and lessons that allow them to explore technological concepts and skills. This foundation is built using our Computer Lab and its hardware. Yearly upgrades of desktops and peripherals is essential to accommodate rapidly changing technologies and allows for the redistribution of current hardware and peripherals into individual classrooms. Students begin to study correct keyboarding skills in Grade 3. Programs in the Microsoft Office package are utilized in a variety of ways that help students gain proficient knowledge in basic skills that will assist them with subsequent higher order concepts in Grades 5 and 6. The ability to demonstrate and engage students in the introduction of skills is greatly enhanced through the acquisition of a SmartBoard and related peripherals.

### **Grades 5 and 6**

Students continue to hone their skills and acquire a more advanced and sophisticated understanding of technology through their ability to demonstrate what they know. Knowledge and use of additional peripheral devices as well as platforms is broadened during fifth and sixth grades. (Sixth grade currently uses a Mac platform in the classroom through wireless laptops.) A wireless school as well as adding Windows-based laptops and SmartBoards to some classrooms each year, will allow teachers in

Grades 4 and 5 to prepare students for the independent work that is expected in Grade 6.

**Standard 2.** *Demonstrate responsible use of technology and an understanding of ethics and safety issues in using electronic media.*

#### Grades PreK – 4

Truro Central School students are introduced to the rules for responsible use of computers, ethics and respect for property. Developmentally appropriate, teacher-guided research is introduced both using the SmartBoard for large group instruction as well as in the Computer Lab for individual projects. Frequent, if not daily use of computers is practiced at this grade level. A week-long, intensive unit on Internet Safety is taught during September with information disseminated to families. Review of this material is presented throughout the school year.

#### Grades 5 and 6

Use of media and technology is increased to include multiple sessions on a daily basis. Students at these grade levels are given assignments that require more independent research using the Internet and as such, are given more specific and rigorous instruction regarding Internet Safety and adherence to the school's Acceptable Use Policy. It is during Grades 4 -6 that students begin to embrace technology as a necessary tool in our society and are given monitored freedom to utilize it. Both the Computer Lab and classroom computer stations play an integral part in this equation.

**Standard 3.** *Demonstrate ability to use technology for research, problem-solving, and communication. Students locate, evaluate, collect and process information from a variety of electronic sources. Students use telecommunications and other media to interact or collaborate with peers, experts, and other audiences.*

#### Grades PreK – 4

After receiving instruction regarding safe use of web-based technologies, Truro Central School students are given the opportunity to explore their world using a variety of media. Computers are used for research; to practice standards-based concepts in all academic areas; and to collaborate with other students and teachers using our school network. Continuous upgrades in the Computer Lab as well as the continued development of a wireless school will result in more frequent and higher quality instruction, process of learning and eventual product.

## Grades 5 and 6

Further development of initial skills will continue in Grades 5 and 6. Use of a fully wireless classroom in Grade 6, and eventually partial wireless classroom capability in Grades 4 and 5 will prepare students for the higher expectations in Grade 6, will allow students to successfully find, evaluate and process information. Hardware and software upgrades outlined in our Technology Plan will provide students and teachers with the necessary tools to meet the Instructional Technology Standards, especially Standard 3, which requires that students integrate skills acquired in Standards 1 and 2 to effectively solve problems and communicate with others.

**Truro Central School  
5 Year Technology Plan  
2007-2012**

Approved 5/21/2007-REVISED 11/18/09 in **BOLD ITALICS**

## **PRIMARY GOALS**

	<b>2007-2008</b>	<b>2008-2009</b>	<b>2009-2010</b>	<b>2010-2011</b>	<b>2011-2012</b>
Computers/ Hardware	Upgrade computers (priority order) <ul style="list-style-type: none"> <li>• 8 Lab with sound card</li> <li>• Add laptops</li> </ul> Upgrade school server	Upgrade computers <ul style="list-style-type: none"> <li>• <b>Add 4 Mac laptops to Grade 6</b></li> </ul> <i>(no Lab upgrades due to security system purchase)</i>	Upgrade computers <ul style="list-style-type: none"> <li>• <b>Replace at least 60% Lab computers, recycle to classrooms as possible</b></li> <li>• <b>Add Mac laptops (gr. 6)</b></li> </ul>	Upgrade computers <ul style="list-style-type: none"> <li>• <b>Replace at least 20% Lab computers, recycle to classrooms as possible. Final 20% in 2011-2012</b></li> </ul>	Upgrade computers <ul style="list-style-type: none"> <li>• <b>Replace at least 20% Lab computers, recycle to classrooms as possible. Final 20% in 2011-2012</b></li> </ul>
Software	Follett software (once new server installed)	<b>Study Island (Gr. 5/6)</b>  <i>(no Vista training, Mac video software in new packages)</i>	<ul style="list-style-type: none"> <li>• <b>Upgrade all Lab computers to Windows 7</b></li> <li>• <b>Apple Remote software</b></li> <li>• <b>Study Island (Gr. 4)</b></li> </ul>		
Peripherals	Printers (priority order) <ul style="list-style-type: none"> <li>• color printer (Lab)</li> <li>• B&amp;W laser printer (Lab)</li> <li>• Classrooms (Gr. 5, Media)</li> </ul> External speakers (portable Smartboard)	none	<ul style="list-style-type: none"> <li>• <b>Scanner (gr. 6)</b></li> <li>• <b>Document camera (gr. 6)</b></li> <li>• <b>move hardmount projector from Gr. 6 to Lab</b></li> <li>• <b>speakers for portable SmartBoard</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>scanners to select classrooms for use with SmartBoards</b></li> </ul>	
Classroom presentation	Continue television/ Classroom presentation devices (DVD/VCR player)	<ul style="list-style-type: none"> <li>• <b>finish classroom presentation devices</b></li> <li>• <b>4 SMARTboards</b></li> </ul>			
Wireless school	Continue Wireless School Add hubs in: <ul style="list-style-type: none"> <li>• Office</li> <li>• Media Center</li> </ul>	<b>Continue researching wireless school</b>	<b>Continue researching wireless school</b>	<b>Begin wireless school if possible</b>	<b>Continue wireless</b>
Virus/SPAM filters	Evaluated SPAM filter	<b>Evaluate SPAM filter</b>	<b>Evaluate/Upgrade SPAM filter as needed</b>	Upgrade SPAM filter as needed	
Miscellaneous	Dedicate 1 computer for video editing	• <b>School wide security system</b>	<ul style="list-style-type: none"> <li>•<b>School wide security system</b></li> <li>•<b>report cards</b></li> <li>•<b>Explore website from home</b></li> </ul>	<ul style="list-style-type: none"> <li>•<b>Finish school wide security system</b></li> <li>•<b>report cards</b></li> </ul>	

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## **PROFESSIONAL DEVELOPMENT**

*(eliminate how to use  
Vista, Tech Tea)*

	<b>2007-2008</b>	<b>2008-2009</b>	<b>2009-2010</b>	<b>2010-2011</b>	<b>2011-2012</b>
Teachers	<ul style="list-style-type: none"> <li>• Macromedia Contribute (website-ongoing)</li> <li>• MassONE training</li> <li>• MassONE administrator on-line training-summer '07 (1)</li> <li>• Daily electronic notice system training</li> <li>• MassCUE Conference (2)</li> <li>• In-house Tech Tea</li> <li>• Wireless</li> <li>• Technology Team (3-4)</li> <li>• School Brains (cont'd)</li> </ul>	<ul style="list-style-type: none"> <li>• <b>MassCUE Conference (6)</b></li> <li>• Technology Team (3-4)</li> </ul>	<ul style="list-style-type: none"> <li>• MassCUE Conference (2)</li> <li>• <b>In-house Thinkfinity</b></li> <li>• Technology Team (3-4)</li> <li>• <b>SMARTboard training</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>In House Learning Community (with Technology)</b></li> <li>• MassCUE Conference (2)</li> <li>• Technology Team (3-4)</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Windows 7 training</b></li> </ul>
SPED	<ul style="list-style-type: none"> <li>• Macromedia Contribute (website-ongoing)</li> <li>• MassONE training</li> <li>• Daily electronic notice system training</li> <li>• In-house Tech Tea</li> <li>• Wireless</li> </ul>	<ul style="list-style-type: none"> <li>• MassCUE Conference (1?)</li> </ul>	<ul style="list-style-type: none"> <li>• MassCUE Conference (1-2)</li> <li>• <b>In-house Thinkfinity</b></li> <li>• <b>SMARTboard training</b></li> </ul>	<ul style="list-style-type: none"> <li>• MassCUE Conference (1-2)</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Windows 7 training</b></li> </ul>
Administration	<ul style="list-style-type: none"> <li>• Macromedia Contribute (website-ongoing)</li> <li>• MassONE training</li> <li>• Daily electronic notice system training</li> <li>• MassCUE Conference (1?)</li> <li>• In-house Tech Tea</li> <li>• Wireless</li> <li>• Technology Team (1)</li> <li>• EPIMS</li> </ul>	<ul style="list-style-type: none"> <li>• MassCUE Conference (1?)</li> <li>• Technology Team (1)</li> <li>• <b>EPIMS/SIMS training</b></li> <li>• <b>ESPED training</b></li> </ul>	<ul style="list-style-type: none"> <li>• MassCUE Conference (1?)</li> <li>• Technol Team (1)</li> <li>• <b>In-house Thinkfinity</b></li> <li>• <b>SMARTboard training</b></li> <li>• <b>Data warehouse training</b></li> <li>• <b>Rediker report card training</b></li> </ul>	<ul style="list-style-type: none"> <li>• MassCUE Conference (1?)</li> <li>• Technology Team (1)</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Windows 7 training</b></li> </ul>

\*note: Tech Tea & Thinkfinity addresses introduction/training in new technologies

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## **NEEDS ASSESSMENT**

	<b>2007-2008</b>	<b>2008-2009</b>	<b>2009-2010</b>	<b>2010-2011</b>	<b>2011-2012</b>
<b>Teachers</b>	<ul style="list-style-type: none"> <li>• Written Survey (needs for 08-09)</li> <li>• Meet with Technology Team</li> <li>• Evaluate E-SPED, School Brains</li> </ul>	<ul style="list-style-type: none"> <li>• Written Survey (needs for 09-10)</li> <li>• Meet with Technology Team</li> <li>• Begin to evaluate/train Vista</li> </ul>	<ul style="list-style-type: none"> <li>• Written Survey (needs for 10-11)</li> <li>• Meet with Technology Team</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Written Survey</li> <li>• Meet with Technology Team</li> </ul>	<ul style="list-style-type: none"> <li>• Written Survey</li> <li>• Meet with Technology Team</li> </ul>
<b>SPED</b>	<ul style="list-style-type: none"> <li>• Written Survey (needs for 08-09)</li> <li>• Meet with Technology Team</li> <li>• Evaluate E-SPED, School Brains</li> </ul>	<ul style="list-style-type: none"> <li>• Written Survey (needs for 09-10)</li> <li>• Meet with Technology Team</li> </ul>	<ul style="list-style-type: none"> <li>• Written Survey (needs for 10-11)</li> <li>• Meet with Technology Team</li> </ul>	<ul style="list-style-type: none"> <li>• Written Survey (needs for 11-12)</li> <li>• Meet with Technology Team</li> </ul>	<ul style="list-style-type: none"> <li>• Written Survey (needs for 11-12)</li> <li>• Meet with Technology Team</li> </ul>
<b>Administration</b>	<ul style="list-style-type: none"> <li>• Written Survey (needs for 08-09)</li> <li>• Meet with Technology Team</li> <li>• Evaluate new server</li> <li>• Evaluate E-SPED, School Brains</li> </ul>	<ul style="list-style-type: none"> <li>• Written Survey (needs for 09-10)</li> <li>• Meet with Technology Team</li> </ul>	<ul style="list-style-type: none"> <li>• Written Survey (needs for 10-11)</li> <li>• Meet with Technology Team</li> </ul>	<ul style="list-style-type: none"> <li>• Written Survey (needs for 11-12)</li> <li>• Meet with Technology Team</li> </ul>	<ul style="list-style-type: none"> <li>• Written Survey (needs for 11-12)</li> <li>• Meet with Technology Team</li> </ul>
<b>Families and Students</b>	<ul style="list-style-type: none"> <li>• Computer access at home</li> <li>• Internet access at home</li> </ul>				

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**BUDGET**

	<b>2007-2008</b>	<b>2008-2009</b>	<b>2009-2010</b>	<b>2010-2011</b>	<b>2011-2012</b>
Capital Improvement (Town of Truro)	\$15,000.	\$15,000.	\$15,000.	\$15,000.	\$15,000.
REAPS Grant	Not known				
Town approved Budget	\$32,565				
Other-Grants	Not known				
Total					

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**EVALUATION**

	<b>2007-2008</b>	<b>2008-2009</b>	<b>2009-2010</b>	<b>2010-2011</b>	<b>2011-2012</b>
	Technology Team meets bi-annually	Technology Team meets bi-annually	Technology Team meets bi-annually	Technology Team meets bi-annually	Technology Team meets bi-annually
	Evaluate use of dedicated video editing station before purchasing Mac in 08-09	Evaluate Vista			
	Evaluate wireless hubs added in Office and Media Center				
	Revisit adding SmartBoards and hardmounted video projectors to Grades 5 and 4 in next 2 years				
	Review progress of implementation of Technology Plan with School Council and School Committee (revise as needed)	Review progress of implementation of Technology Plan with School Council and School Committee (revise as needed)	Review progress of implementation of Technology Plan with School Council and School Committee (revise as needed)	Review progress of implementation of Technology Plan with School Council and School Committee (revise as needed)	Review progress of implementation of Technology Plan with School Council and School Committee (revise as needed)
	Administer end of year survey	Administer end of year survey	Administer end of year survey	Administer end of year survey	Administer end of year survey