

2013-2015 Technology Plan Guidance

Most local education agencies (LEAs) currently have an approved 2012 Technology Bridge Plan on file with the Minnesota Department of Education (MDE) that covers the period of July 1, 2011 – June 30, 2012. School districts and charter schools who wish to remain eligible for federal technology funding such as the federal E-rate discount program, federal technology grant initiatives, and state telecommunications access aid need to develop their next technology plan to cover July 1, 2012 – June 30, 2015. Completion of the 2013-2015 technology plan and submission to MDE for approval will maintain eligibility for state and federal programs for 2013-2015.

Plan Development

The MDE has compiled resources to assist with the technology planning process. Technology planning should be an integral part of the strategic planning process of LEAs; therefore, MDE is providing resources to assist LEA's with technology planning rather than prescribe a specific process.

Plan Requirements

There are some requirements imposed by the federal e-rate program which must be met for technology plans submitted to MDE for E-rate program eligibility. These are:

1. The plan must establish clear goals and a realistic strategy for using telecommunications and information technology to improve education services;
2. The plan must have a professional development strategy to ensure that staff know how to use these new technologies to improve education services;
3. The plan must include an assessment of the telecommunication services, hardware, software, and other services that will be needed to improve education or library services.
4. The plan must include an evaluation process that enables the school or library to monitor progress toward the specified goals and make mid-course corrections in response to new developments and opportunities as they arise.

In addition, school districts and charter schools should note the following additional requirements for federal e-rate program eligibility:

1. School districts and charter schools receiving E-rate discounts on Internet Access must be in compliance with The Children's Internet Protection Act (CIPA). CIPA requires a school district to have an Internet Safety/Acceptable Use policy in place that has had at least one public hearing and to be filtering Internet access in order to prevent students from accessing material that may be pornographic or otherwise harmful to them.
2. Technology plans need to include any E-rate eligible services on which a school district is seeking E-rate discounts.
3. The technology plan must be written and have a date of creation that pre-dates any E-rate Form 470s filed for services for the specific E-rate program year. The technology plan must also cover the entire E-rate program year.

More information on the E-rate program can be found at <http://www.usac.org>.

Plan Submission and Review

The 2013-15 Technology Plan may be submitted at any time until the end of the planning period which is June 30, 2015. For LEAs filing for E-rate in Funding Year 2012 (July 1, 2012 – June 30, 2013) remember that the technology plan must be written by the time any Form 470s are filed. Form 470's can be filed by LEAs any time after July 1 for the following program year.

MDE will review 2013-2015 Technology Plans as they are received, and approval letters will be issued.

To view approved technology plans and approval letters, please visit the Data Center: Data Reports and Analytics: School Technology Plans and Approval Letters.

The 2013-15 Technology Plan template that follows will be reviewed to determine if the LEA has made a good faith effort to address the essential components required for E-rate program eligibility. The LEA may be contacted for specific clarifications as needed for approval.

LEAs should also post their full 2013-2015 plan to their website and provide the link in the appropriate space in the template. The template can be submitted to mde.schooltechplan@state.mn.us.

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

ORGANIZATION INFORMATION	
District/Agency/School (legal name):	GRAND MEADOW SCHOOL DISTRICT
District Number:	495
Technology Plan Status	The District/Agency/School has an approved 2012 technology bridge plan: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
2013-2015 Technology Plan Date of Creation:	January 10th, 2012
IDENTIFIED OFFICIAL WITH AUTHORITY INFORMATION	
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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.

At Grand Meadow Schools we have decided to make the transition to a 1:1 technology program. We currently offer our students access to 170 traditional desktop computers around campus. In the next three years we plan on scaling that number back to the minimum that are needed to successfully administer NWEA and MCA online testing. The cost savings from the power hungry traditional desktop computers along with reduced printing cost will help supplement our 1:1 initiative. Over the past 5 years we have offered secondary students a laptop to use at school and at home. We will continue to utilize these laptops as mobile carts for testing as we replace them with tablet computers. Within three to five years each student at Grand Meadow Schools will have access to a personal tablet computer or to a mobile cart.

Grand Meadow Schools is also in need of a new phone system. Within the next three years Grand Meadow Schools plans on updating their phone system.

Teachers at Grand Meadow utilize a Windows Desktop PC. These systems are less than 3 years old and will be used for the next two years. Three years from now we will start to replace these computers and move the old teacher workstations into a computer lab.

Almost every teacher at Grand Meadow Schools utilizes a Smartboard. We have provided our staff many opportunities for training on the Smartboard but continue to look for additional opportunities to do so.

2. Goals and Strategies:

The goal of Grand Meadow Schools over the next three years is to provide each student access to a mobile device in the classroom. In order to accomplish this we will use our current technology fund along with donations from the local education foundation. Another important goal is to provide adequate bandwidth wireless connectivity to the mobile devices and the wired network. Each year over the next three years Grand Meadow Schools will continue assessing the connectivity of the mobile devices on the network. A third goal of Grand Meadow Schools is to purchase a new phone system. The current phone system is at the end of life and needs replacement.

3. Professional Development Plan:

At Grand Meadow School we have several opportunities for staff development. At least four times a year staff is offered training during in-service workshops. Also, our staff is encouraged to participate in regional trainings at the Southeast Service Cooperative. We partner with four local school districts to offer a large full day of technology training once a year in January. Our staff is offered more than 20 topics during this technology training day. In the future we look to focus on using tablet and notebook computers in the classroom.

4. Evaluation:

The Director of Technology and the Media & Technology committee will meet to discuss the success of the technology plan. The school principal and the director of technology will meet monthly to discuss goals and implementation of the technology plan. The Director of Technology, Media & Technology Committee and school administrators will use the following assessments in determining if they are achieving their goals.

- Technology In-Service Evaluation Forms
- Technology Surveys from Students and Staff
- Media & Technology Meeting Notes

5. Link to Current Technology Plan:

<http://www.gm.k12.mn.us/gm/tech>

6. Children's Internet Protection Act (CIPA):

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

Yes X

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

<http://www.gm.k12.mn.us/gm/tech>

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

Yes X