

Washington Township School District

1 East Front Street
Washington, NJ 07882

Technology Plan

July 1, 2016- June 30, 2019

Board of Education
Approval: July 18, 2016

www.washtwpsd.org

Washington Township School District – Technology Plan 2016 – 2019

TABLE OF CONTENT

1	VISION STATEMENT	2
2	MISSION STATEMENT.....	2
3	TECHNOLOGY INVENTORY	3-5
4	ASSISTIVE TECHNOLOGY	5
5	ACCESS TO EDUCATIONAL TECHNOLOGY.....	6
6	ADMINISTRATIVE TECHNOLOGY IN THE WORKPLACE.....	6
7	DISTRICT WEBSITE ACCESSIBILITY	6-7
8	PLAN FOR REPLACING OBSOLETE COMPUTERS / TECHNOLOGY	7
9	CYBER SAFETY	8
10	NEEDS ASSESSMENT	9
11	THREE YEAR GOALS (REVIEW & NEW GOALS).....	9-16
12	NJTRAX READINESS SNAPSHOTS	16
13	FUNDING PLAN	17
14	PLAN EVALUATION.....	18
15	STAKEHOLDERS ASSURANCE	18
16	APPENDIXES A-C	19-24

1 VISION STATEMENT

The future of technology in the Washington Township School District reflects the needs of our students not only to function in today's technological world, but to provide them with a strong foundation for becoming productive adults in an ever-changing global society. Our technology plan will enhance our students' educational environment by creating a framework for advancing the use of technology in every aspect of the educational process. In addition, it will instill a positive attitude toward independent, life-long, and responsible use of technology.

2 MISSION STATEMENT

The Washington Township School District utilizes technology to provide the means to focus on student-centered learning, to meet the needs of different learning styles, cultural diversity, and to prepare students for the demands of life in the twenty-first century. The mission is to educate all students by ensuring relevant and focused educational programs that develop responsible, productive, and creative individuals with a capacity for leadership. Therefore, the Washington Township School District's mission is to:

- ✓ Educate our students to prepare them for life in the Information Age by creating a framework for advancing the use of technology in every aspect of the educational process.
- ✓ Empower students to become independent, lifelong learners in a rapidly changing society by ensuring that all acquire knowledge and skills in accessing, processing, and communicating information using a wide range of technological resources.
- ✓ Prepare students to become productive citizens by helping them develop into self-directed learners by providing access to current and future technology to all students and staff.
- ✓ Provide technology that will allow students and staff members access to global information systems and improve organizational practices.

Washington Township School District – Technology Plan 2016 – 2019

3 TECHNOLOGY INVENTORY

Current Technology Inventory – June 30, 2016

Quantity	Equipment	Function	Location
1	Dell PowerEdge T710 Server	File Sharing	Brass Castle (BC)
1	Dell PowerEdge T110 II	PARCC Server	Brass Castle (BC)
2	Cisco 2950 Switch	Network	Brass Castle (BC)
1	Cisco 2960 Switch	Network	Brass Castle (BC)
1	Cisco 3550 Inline Switch	Network	Brass Castle (BC)
2	Cisco Meraki MS 220 Switch	Network	Brass Castle (BC) & Port Colden (PC)
2	APC Smart Power Supply	Network	Brass Castle (BC)
10	Cisco Meraki MR 34 Access Point	Wireless Network	Brass Castle (BC)
1	Keyscan Access Control System	Doors Access for Staffs	Brass Castle (BC)
256	iPad 2 16 GB (<i>will be selling 75 iPads since we purchased upgraded iPads</i>)	Student and Staff use	Brass Castle (BC)
129	iPad 2 16 GB	Student and Staff use	Port Colden (PC)
25	iPad Air 16 GB	Student and Staff use	Brass Castle (BC) & Port Colden (PC)
180	iPad Air2 64 GB (<i>On order, have not arrived as of June 30, 2016</i>)	Student use / upgraded iPads needed to support PARCC	Brass Castle (BC). Will be used at BC and PC for PARCC testing windows.
4	HP LaserJet 1606dn	Student and Staff network printing	Brass Castle (BC)
6	Dell Color Laser C266dn Printer	Student and Staff network printing	Brass Castle (BC) & Port Colden (PC)
7	HP LaserJet 400 M401	Student & Staff network printing	Brass Castle (BC) & Port Colden (PC)
1	HP LaserJet Color 200 MFP M276	Publishing Room	Brass Castle (BC)
1	HP LaserJet 4050	Library	Brass Castle (BC)

Washington Township School District – Technology Plan 2016 – 2019

1	HP LaserJet 4200	Computer Lab	Brass Castle (BC)
2	Dell Color Laser 2130	C.S.T Office / RC Classroom	Brass Castle (BC) & Port Colden (PC)
2	Dell Color Laser C266dn	Office Staff printing	Admin Bldg
1	Dell Color Laser 1350	RC Classroom	Port Colden (PC)
1	HP LaserJet P3015	Library	Port Colden (PC)
2	Dell Color 1760w	RC Classroom	Brass Castle (BC) & Port Colden (PC)
1	Dell Color 5100	Staff Network Printing	Port Colden (PC)
1	Cisco Access Point (WAP2000)	Wireless Network	Brass Castle (BC)
1	Cisco 1242 Access Point	Wireless Network	Brass Castle (BC)
1	Cisco SR224 Switch	Network	Brass Castle (BC)
1	Polycom Viewstation h.323	Distance Learning	Brass Castle (BC)
3	NEC Phone System	Telecommunication	BC/PC/Admin Bldg
1	NEC Voice Mail System	Telecommunication	Brass Castle (BC)
2	Sonic Wall 2400	Security/Filtering	BC/PC
1	Keyscan Access Control System	Doors Access for Staff & After Care	Port Colden (PC)
1	Dell PowerEdge T710 Server	File Sharing	Port Colden (PC)
1	Dell Poweredge T320 Server	BOE File Sharing	Port Colden (PC)
1	Cisco 2950 Switch	Network	Port Colden (PC)
1	Cisco 3550 Inline Switch	Network	Port Colden (PC)
1	Cisco 2960 Switch	Network	Port Colden (PC)
1	APC Smart Power Supply	Network	Port Colden (PC)
10	Cisco Meraki MR 34 Access Point	Wireless Network	Port Colden (PC)
1	Cisco Meraki MS 220 Switch	Network	Port Colden (PC)
1	Polycom View Station 7000S	Distance Learning	Port Colden (PC)

Washington Township School District – Technology Plan 2016 – 2019

41	Dell Laptops	Student and Staff use	Brass Castle (BC)
67	Dell Desktop	Student and Staff use	Brass Castle (BC)
73	Dell Laptop	Student and Staff use	Port Colden (PC)
43	Dell Desktop	Student and Staff use	Port Colden (PC)
3	Apple MacBook Pro	Staff use	Brass Castle (BC) & Port Colden (PC) Admin Bldg

Technology Needs to Improve Student Achievement through 2019

1. Technology Equipment Needs:
 - a. Continued updating of student iPads to ensure compatibility and functionality.
 - b. Continued updating of staff / student use to ensure functionality.
 - c. Maintenance and replacement of network printers, as necessary.
2. Technology Software Needs:
 - a. Continued updating and maintenance of software licenses.
 - b. Continued purchase of online subscription service agreements. Review and update subscriptions utilized each year.
3. Professional Development Needs:
 - a. Training for all staff to utilize Microsoft 365 accounts.
 - b. Training for select staff on Microsoft 365 to become Teacher Leaders.
 - c. Individualized technology integration training for staff members. As needed basis.

4 ASSISTIVE TECHNOLOGY

Washington Township School District integrates assistive technology devices into the network to accommodate student needs. According to the needs of each student, the following technology is used:

1. Software includes –Type to Learn, Earobics, First Categories, First Words, Swim- Swam-Swum, Board Maker, Pro Lo Quo, Inspiration, Clicker 5, Word Maker, and Co-Writer
2. Hardware includes – Oticon/Amigo, Front Row Pro Digital Model 940 amplification systems, laptops, iPads, headphones, CD players, switch interface pro, Cheap Talk 8, Intellikeys with overlay maker, one click mice.
3. Subscription services include – edHelper (special education materials available), Study Island, access to online reading programs, Tumblebooks, Reading A-Z, Enchanted Learning, Brain Pop Jr., DIBELS, FASTT Math, RAZ Kids, Reading Eggs, Spelling City.

5 ACCESS TO EDUCATIONAL TECHNOLOGY

All teachers have access to educational technology in their instructional areas:

- Mobile lab with iPads in each school building
- iPad syncing trays in each special education class and in identified classrooms
- Mobile lab with wireless laptops in each school building
- Computer lab in each school building
- Library media center in each school building
- Desktops in classrooms and media centers
- Wireless laptops for teachers
- Interactive SMART boards
- Projectors/Document cameras
- PDAs for digital science equipment
- Distance learning equipment
- Classroom Audio Systems
- Mobile Audio Systems

6 ADMINISTRATIVE TECHNOLOGY IN THE WORKPLACE

All administrators have access to educational technology in their workplace:

- Wireless laptops for every administrator
- iPads for administration
- Projectors / Smartboard use for administrators

7 DISTRICT WEB SITE ACCESSIBILITY

1. Equivalent alternatives to audio and visual content are provided.
2. Text and graphics are understandable when viewed without color.
3. Alternative mobile version available for mobile devices
4. Proper structural elements are used to mark-up documents. Presentation is controlled with style sheets rather than with presentation elements and attributes.
5. Markup is used that facilitates pronunciation or interpretation of abbreviated or foreign text.
6. Tables have necessary markup to be transformed by accessible browsers or other user agents.
7. Pages are accessible even when newer technologies are not supported or are turned off.
8. Moving, blinking, scrolling, or auto-updating objects or pages may be paused or stopped.
9. The user interface follows principles of accessible design: device-independent access to functionality, keyboard operability, self-voicing, etc.
10. Features are used that enable activation of page elements via a variety of input devices.
11. Interim accessibility solutions are used so that assistive technologies and older browsers will operate correctly.
12. W3C technologies (according to specification) are used and follow accessibility guidelines. Where it

Washington Township School District – Technology Plan 2016 – 2019

is not possible to use a W3C technology, or doing so results in material that does not transform gracefully, alternative version of the content that is accessible is provided.

- 13. Context and orientation information to help users understand complex pages or elements are provided.
- 14. Clear and consistent navigation mechanisms -- orientation information, navigation bars, a site map, etc. -- to increase the likelihood that a person will find what they are looking for at a site are provided.
- 15. Documents are clear and simple so they may be more easily understood.

Taken from: Web Content Accessibility Guidelines 2.0
 <http://www.w3.org/TR/WCAG20/>

Washington Township School District is currently using (1) Web Accessibility Evaluation Tool (WAVE) to maintain accessibility requirements and compliance with existing accessibility guidelines, including Section 508 of the US Rehabilitation Act and the W3C's Web Content Accessibility Guidelines (WCAG) to check for screen reader accessibility. Accessibility requirements include: readability by screen readers, the provision of text equivalents for all images, animated elements, audio and video displays.

8 PLAN FOR REPLACING OBSOLETE COMPUTERS/TECHNOLOGY

- 1. All computers and laptops, 5 years or older, will be replaced if unable to be upgraded to meet the demands of instructional software.
- 2. Office computer equipment is on a three-year cycle of replacement.
- 3. Computer labs – Existence dependent on instructional facility's needs.
- 4. Specifics of removal are as follows:

EZ PC Recycling 710-A Johnston St. Sinking Spring, PA 19608 http://www.ezpcrecycling.com /1-866-242-9204	Computer Recycling Warren County Recycling Center 500 Mt. Pisgah Avenue Oxford, NJ 07863 http://www.pcfawc.com/ m/ (908) 453-2174, ext. 226	Computer for Kids of America 111 Clinton Road Fairfield NJ 07004 www.c4kamerica.com 973-567-8341 Used in conjunction with: New Tech Recycling http://www.newtechrecycling.com/
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Fees for removal: No cost for computers or monitors. Required paperwork will be completed to comply with the manifest of destruction law. New Tech Recycling is R2 certified recycling partner that participates in all local state and federal permits and certifications ensuring proper recycling practices on all old equipment (including ISO 14001 and permits with the EPA and DEP).

9 CYBER SAFETY

Filtering Method:

Washington Township School District utilizes SonicWall as the district Internet filtering software. The program allows for identification and restriction of web and email content based on the following criteria:

1. Specific website or page
2. Web content category (pornography, racist, hate, hacker, etc)
3. E-mail category or message content
4. User
 - a. User name
 - b. Group name
 - c. Time of day
 - d. Time spent online
 - e. Bandwidth allocation

Acceptable Use Policies:

Appendix A: Student Internet Acceptable Use Policy

Appendix B: Administration, Faculty and Staff Technology Acceptable Use Policy

Appendix C: Bring Your Own Device Policy

Internet Safety Policy

1. Technology Protection
 - Internet Filter Software
 - Presentation by the Washington Township Police Department (Warren County, New Jersey)
 - Student resources posted on district website
 - Library and computer instruction

2. Measures to educate about Appropriate Online Behavior
 - School sponsored Internet Safety Presentations
 - Newsletter articles
 - Teacher instruction (NJ TAP IN checklist)
 - Parent Awareness Presentations

Washington Township School District – Technology Plan 2016 – 2019

10 NEEDS ASSESSMENT

Staff members brought forth technology needs at faculty meetings and Instructional Council meetings throughout the school year. Identified needs included:

- The need for additional iPads to support students in the classroom. The staff would like the district to support the development of a 1:1 initiative for student iPads. This would provide students complete access to iPads for research, reviewing instructional materials and creation of curriculum projects.
- The need to update current iPad devices. The District currently utilizes many iPad2 devices. With the anticipated update of the iOS to iOS 10, the iPad2 devices will begin to lose functionality. The major concern for the District is the functionality of the iPads for PARCC assessments. The District is preparing to update devices to iPad Air2, which will be iOS 10 compatible.
- The need to have student accounts to log into school projects from multiple locations. Staff members need students to be able to save projects and access them quickly from multiple devices in the school and at home. The District is supporting an initiative to provide all students with Microsoft 365 accounts. These accounts will not only allow students to save and retrieve projects from multiple devices, but will allow staff and students to share work across platforms therefor enhancing collaboration.
- The need for increased professional development for staff members in order to effectively utilize Microsoft 365 accounts. The District will be supporting staff professional development needs in order to prepare them to work with students and Microsoft 365 accounts.

11 THREE-YEAR GOALS

The following goals (for 2016-2019 school years) address school needs as identified through the needs assessment process.

We will continue to support and improve upon each of the previously submitted 2013-2016 goals.

Review - Technology Plan Goals: 2013 – 2016

1. Support the implementation of the Partnership of Assessment of Readiness for College and Careers (PARCC) online assessments.				
Benchmark	Timeline	Responsibility	Documentation	Outcomes
Complete state initiated field test	Ongoing	PARCC Administrator Technology Coordinator	State website	The District successfully participated in the PARCC Field test and two rounds of PARCC testing.
Promote and support the familiarity of approved testing devices	2013-16 by grades 3-6	Administrators, teachers, students	Computer class	Staff participated in PARCC training and completed PARCC technology readiness programs with students. Students completed MAP assessments on devices to become familiar with testing devices.

Washington Township School District – Technology Plan 2016 – 2019

Practice, support, and improve in free write opportunities using technology devices	2013-16 by end of 6 th grade	Administrators, teachers and students	Printed work	Sixth grade students have continuous access to their own iPad. This has allowed them to complete multiple projects including writing tasks on their iPad. Students in other grades have begun to type papers on iPads in the classroom.
Improve keyboarding skills through the use of Type to Learn	2013-16 all grades	Teachers, Technology Coordinator	Type to Learn Reports	All students participate in keyboarding instruction utilizing the Type to Learn program. Type to Learn progress reports are generated each year and reviewed by staff members.

2. Improvement of writing, editing, and presentation skills through technology applications.

Benchmark	Timeline	Responsibility	Documentation	Outcomes
Produce a simple finished document using word processing software.	2013-14 by end of 1 st grade	Teachers	Printed work	Students in grade one routinely write stories and add pictures to documents using technology.
Use word processing software, such as Microsoft Word, to develop a 5 - sentence paragraph.	2013-14 by end of 4 th grade	Teachers	Printed work	Students in grade four routinely complete written assignments utilizing technology and word processing programs such as Word.
Organize information or ideas by using webbing or concept-mapping software, such as Kidspiration or Inspiration.	2013-14 by the end of 3 rd grade	Teachers	Printed work	Students in grade three utilize Word and other applications to develop outlines and concept maps for stories and note-taking.
Use word processing software to write a story about a content area topic.	2013-14 all grades	Teachers	Printed work	Students at every grade level write stories and / or complete reports utilizing word processing programs (Word, Notepad, Pages).
Use desktop publishing and / or word processing software to publish a book.	2013-14 all grades	Teachers	Student books	Students create books/projects utilizing many different publishing apps and word processing programs.
Develop advanced word processing skills in the format of title pages, table of contents, page numbering and bibliographical information.	2013-14 by end of 6 th grade	Teachers	Printed reports	As part of the sixth grade students' multi-genre reports, these skills are covered.

Washington Township School District – Technology Plan 2016 – 2019

Insert table to present data within a written document.	2013-14 by end of 5 th grade	Teachers	Printed work	Student practice inserting tables into documents as part of their computer and math classes.
Independently create and produce an original multimedia project using PowerPoint, to import text, graphics, moving images and sound in a specific core curriculum content area.	2013-14 by the end of 6 th grade	Teachers	Project presentation	As part of the sixth grade students' multi-genre reports, these skills are covered.

3. Use productivity tools to collaborate in constructing technology enhanced models, preparing publications, and producing other creative works.

Benchmark	Timeline	Responsibility	Documentation	Outcomes
Use online resources to access information for reports.	2013-16 by end of 4 th grade	Teachers Media Specialist	Observation	Students routinely utilize online resources for reports / projects.
Research biographical information using online resources.	2013-16 by end of 4 th grade	Teachers Media Specialist	Observation	In Media class students learn to research biographical information using online resources.
Access information and photos from the Internet to incorporate into content area project.	2013-16 by the end of 6 th grade	Teachers Media Specialist	Printed work	As part of the sixth grade students' multi-genre reports, these skills are covered.
Use a database, such as Data Inspire, in content areas to organize information and manipulate data.	2013-16 by the end of 4 th grade	Teachers	Type to Learn Reports	Data Inspire is no longer used by students in 4 th grade. Database work has not been sufficiently introduced to students.
Use spreadsheet applications for mathematics and science.	2013-16 by end of 6 th grade	Teachers	Printed work	Students in grade sixth completed their statistics project and science labs utilizing spreadsheets for data collection and organization.
Access and interact with a Website, record the address, and report information to their teacher.	2013-14 by the end of 5 th grade	Teachers Media Specialist	Rubric, Printed work	In Media class students learn to research information using online resources and how to document online resources using Noodlebib.
Compose bibliography of Websites using correct format.	2013-16 by end of 6 th grade	Teacher Media Specialist	Printed work	As part of the sixth grade students' multi-genre reports, these skills are covered.
Re-word and synthesize collected information into an original report, avoiding	2013-16 by the end of 6 th grade	Teacher Media Specialist	Printed work	As part of the sixth grade students' multi-genre reports, these skills are covered.

Washington Township School District – Technology Plan 2016 – 2019

plagiarism.				
Use an Internet project-based research technique to conduct a research project.	2013-16 by the end of 6 th grade	Teacher Media Specialist	Rubric, Project	As part of the sixth grade students' multi-genre reports, these skills are covered.

4. Use global interconnectivity of information and communication to collaborate, publish, and interact with peers, experts, colleagues and other audiences.

Benchmark	Timeline	Responsibility	Documentation	Outcomes
Gather information and communicate with others using telecommunications, with support from teachers, family members, or student partners.	2013-14 by end of 5 th grade	Teachers Media Specialist	Observation Electronic submission Rubric	Students utilize Edmodo to communicate with each other for projects and assignments.
Participate in live online chats with experts related to curriculum.	2013-14 in grades 3-6	Teachers Technology Coordinator	Observation Writing sample	Students / staff utilize online streaming services for video chats. Students also utilize Skype / FaceTime for communications.
Use technology tools (e.g., multimedia, authoring, presentation, Web tools, digital cameras, scanners) for individual and collaborative writing, communication, and publishing activities to create knowledge products for audiences inside and outside the classroom.	2013-14 in grade 3-6	Teachers Technology Coordinator	Rubric Writing sample Project	Students create various projects at each grade level to practice these skills. Students utilize iPads to photograph work and add to projects.
Use telecommunications efficiently and effectively to access remote information, communicate with others in support of direct and independent learning, and pursue personal interests.	2013-15 in grades 3-6	Teachers Technology Coordinator	Observation Report Rubric	Benchmark not clearly addressed.
Design, develop, publish, and present products using technology resources that demonstrate and communicate curriculum concepts to audiences inside and outside the classroom.	2013-16 in grades 5-6	Teachers Technology Coordinator	Online project Videotape Rubric Observation	As part of sixth grade multi-genre project, these skills are addressed.
Use telecommunication and online resources (e.g., e-	2013-15 in grades 5-6	Teachers	Project	Benchmark not clearly addressed.

Washington Township School District – Technology Plan 2016 – 2019

mail, online discussions, Web environments) to participate in collaborative problem-solving activities for the purpose of developing solutions or products for audiences inside and outside the classroom.		Technology Coordinator	Rubric Observation Writing Sample	
Collaborate with peers, experts, and others using telecommunications and collaborative tools to investigate curriculum-related problems, issues, and information, and to develop solutions or products for audiences inside and outside the classroom.	2013-14 in grades 5-6	Techers Technology Coordinator	Project Rubric Observation	As part of sixth grade multi-genre project, these skills are addressed. Sixth grade statistics project utilized problem based learning to address these skills.

5. Maintain positive attitudes toward technology uses that support lifelong learning, collaboration, personal pursuits, and productivity.

Benchmark	Timeline	Responsibility	Documentation	Outcomes
Work cooperatively and collaboratively with peers, family members, and others when using technology in the classroom.	2013-16 in all grades.	Teachers Media Specialist	Observation Rubric	Teachers monitor student progress in utilizing appropriate classroom technology.
Demonstrate positive social and ethical behaviors when using technology.	2013-16 in all grades	Techers Media Specialist	Observation Rubric	Teachers monitor student progress in utilizing appropriate classroom technology.
Practice responsible use of technology systems and software.	2013-16 in all grades	Teachers Media Specialist	Observation Rubric	Teachers monitor student progress in utilizing appropriate classroom technology.
Discuss common use so technology in daily life and the advantages and disadvantages those used provide.	2013-16 in grades 2-6	Teachers	Observation	In Media and Computer classes, students discuss appropriate uses of technology and how technology can improve / not improve quality of life.
Discuss basic issues related to responsible use of technology and information and describe personal consequences of inappropriate use.	2013-16 in grades 1-6	Teachers	Observation	Media, Computer and Character Ed. Lessons allow students to discuss the consequence of the inappropriate use of technology.

Washington Township School District – Technology Plan 2016 – 2019

Technology Plan Goals: 2016 – 2019

1. Provide students with 1:1 iPad devices to enhance the curricular program and ensure all students have equal access to technology.				
Benchmark	Timeline	Responsibility	Documentation	Outcomes
Purchase additional iPads for 1:1 initiative for grade 5.	2016-17	Administration Technician	Purchase orders	
Redistribute older iPads to grade K-4.	2016-17	Administration Technician	Asset management listing	
Support 1:1 initiative for grades 3 -4.	2017-18	Administration Technician	Asset management listing	
Support 1:1 initiative for grades K -2.	2018-19	Administration Technician	Asset management listing	
Updating of iPads to ensure compatibility and functionality for educational requirements at each grade level.	2016-19	Administration Technician	Purchase orders Asset management listing	

2. Provide students and staff with appropriate devices to support PARCC assessments.				
Benchmark	Timeline	Responsibility	Documentation	Outcomes
Purchase updated iPad Air2 devices to support iOS 10 upgrades and PARCC requirements.	2016-17	Administration Technician	Purchase orders	
Develop plan and budget to continuously update iPad purchases to support school programs	2016-17	Administration Technician	Purchase / replacement plan	
Purchase additional iPad devices as recommended by the replacement plan and supported by District budget.	2017-19	Administration Technician	Purchase / replacement plan Purchase orders	
Maintain infrastructure necessary to update and support iPad devices.	2016-19	Administration Technician	Purchase orders Tech support reports	

Washington Township School District – Technology Plan 2016 – 2019

3. Provide students / staff with the ability to save and share documents / projects across multiple devices to provide for greater collaboration.

Benchmark	Timeline	Responsibility	Documentation	Outcomes
Convert district email system from Google mail to Microsoft 365 accounts.	2016-17	Administration Technician IT support group	Purchase orders Microsoft 365 accounts	
Assign staff members new Microsoft 365 accounts.	2016-17	Administration Technician IT support group	Microsoft 365 account listing	
Provide staff with training on Microsoft 365 accounts.	2016-17	Administration Technician Teacher leaders	Professional development agendas	
Provide students in K-6 with Microsoft 365 accounts.	2016-17	Administration Technician IT support group Teachers	Microsoft 365 account listing	
Utilize Microsoft 365 accounts for student / staff collaboration.	2016-19	Administration Teachers	Lesson plans Student projects	

4. Provide staff with training to utilize Microsoft 365 accounts and support greater collaboration between staff member and between staff and students.

Benchmark	Timeline	Responsibility	Documentation	Outcomes
Develop Teacher Leaders to be technology “go to” staff to support Microsoft 365 migration..	2016-17	Administration Teacher leaders IDE – Training vendor	Purchase orders Training agendas	
Provide initial staff training in Microsoft 365 applications.	2016-17	Administration Teacher leaders	Training agendas	
Provide additional staff training in Microsoft 365 applications	2016-17	Administration Teachers leaders	Training agendas	

Washington Township School District – Technology Plan 2016 – 2019

Utilize Microsoft 365 applications for collaborative projects with students.	2016-19	Teacher leaders Teachers	Student projects Lesson plans	
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12 NJ TRAX READINESS SNAPSHOTS

Checkbox	School	District	Active/Inactive	Date Updated	Date Submitted	Minimum PARCC Specs			Recommended PARCC Specs			Ratings do not reflect DLM requirements
						Tech	Network	Device	Tech	Network	Device	
<input type="checkbox"/>	Brass Castle School	Washington Township School District	Active	2015-11-02		5	5	5	5	5	5	<input type="radio"/> no
<input type="checkbox"/>	Port Colden School	Washington Township School District	Active	2015-11-02		5	5	5	5	5	5	<input type="radio"/> no

School Report:

Port Colden School

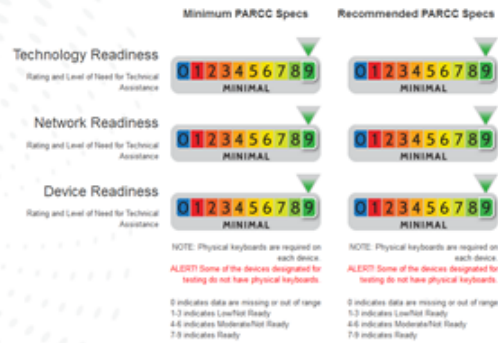
Washington Township School District

Warren / North1



Technology Readiness for Online Assessment

Please click on the Readiness gauges below for additional reports.



School Report:

Brass Castle School

Washington Township School District

Warren / North1



Technology Readiness for Online Assessment

Please click on the Readiness gauges below for additional reports.



Washington Township School District – Technology Plan 2016 – 2019

13 FUNDING PLAN

ANTICIPATED FUNDING PLAN (JULY 2016 – JUNE 2019)

	2016-2017	2017-2018	2018-2019
Staff Development	\$10,000	\$1,500	\$1,500
Consulting / Repairs / Monitoring / Back-up Services	\$48,000	\$48,000	\$48,000
General Supplies	\$2,000	\$2,000	\$2,000
Software / Account Licenses <ul style="list-style-type: none"> Windows10 upgrades / new licenses, Microsoft 365 accounts 	\$6,000	\$6,000	\$6,000
Student Online Subscription Services <ul style="list-style-type: none"> Brain Pop, Tumble Books, Reading A-Z, etc. 	\$5,000	\$5,500	\$6,000
Student Online Assessment Services <ul style="list-style-type: none"> MAP, Study Island, DIBELS 	\$13,000	\$14,000	\$15,000
Online Student Information System / OnCourse	\$16,000	\$16,500	\$17,000
Internet / Telephone Services	\$36,000	\$36,000	\$36,000
iPads – upgrades / replacements / repairs	\$25,000	\$25,000	\$25,000
Computer upgrades / repairs	\$25,000	\$25,000	\$25,000
Copier Services – supplies / maintenance	\$15,000	\$15,000	\$15,000
Printers – ink / repairs	\$6,000	\$6,000	\$6,000
Webpage Hosting & Domain Registry / Services	\$300	\$325	\$350
District Technician	\$60,000	\$61,000	\$62,000
iPad Applications	\$1,000	\$1,000	\$1,000
Technology Plan Costs	\$266,300	\$260,825	\$263,850
Less Grant Funding (e-rate)	TBD	TBD	TBD
Amount Funded by Washington Township School District	\$268,300	\$262,825	\$265,850

14 PLAN EVALUATION

The progress of the Technology Plan will be monitored and revised to meet changing needs on an annual basis.

The monitoring will take the following forms:

- Activity tables will be checked to determine whether target dates have been met.
- Faculty and staff will be surveyed to determine their current level of technological maturity.
- Student achievement will be measured by successful completion of computer literacy, use of technology in course work, and creation of projects and presentations.
- Improvements in current technologies and emerging technologies will be studied for possible inclusion in the Technology Plan.

It will be the joint responsibility of the administration, technology committee, instructional council, DEAC / SciP committee to evaluate the extent to which goals, objectives, activities, resources and services are effective in integrating technology into curricula and instruction, enabling students to meet challenging state academic standards, and developing life-long learning skills.

15 STAKEHOLDERS ASSURANCE

I agree to the contents in this educational plan, and the assurance that I will be involved in the implementation of this Technology Plan for Digital Learning. Involvement in the implementation of this Plan may include: reviewing the progress of meeting the goals and objectives, being responsible for completing one or more activities in the action plan, participating in the revisions of the plan.

Title	Name	Date	Signature
Superintendent	Mr. Keith Neuhs		
Business Administrator	Mrs. Jean Flynn		
Principal & CST Director	Mr. Michael Neu		
Principal & Technology Coordinator	Mrs. Jessica Garcia		
Special Education Teacher	Mrs. Sue Mauer		
Teacher	Mrs. Kara Lisk		
IT Technician	Mr. Mark Flumerfelt		
Parent / Secretary	Mrs. Rachael Rhinehart		

16 APPENDIXES A-C

APPENDIX A

INTERNET ACCEPTABLE USE POLICY WASHINGTON TOWNSHIP SCHOOL DISTRICT

Introduction

The Washington Township Board of Education presents the Acceptable Use Policy (AUP) for student and professional use of the Internet. It is important that educators, parents and their children read, discuss and understand the AUP before using Internet services. This is a written agreement signed by the student and their parents/guardians that outlines the terms and conditions of Internet use in our district.

Terms and Conditions

The Washington Township School District views technology as a tool that supports teaching and learning techniques. Computers are to support the state based curriculum and usage is not to deviate from the curriculum. The use of technology in school is considered a privilege and is an educational opportunity. With this educational opportunity also comes responsibilities and consequences of users. Access to Internet services is provided to students who act in a considerate, responsible and ethical manner. The following items outline basic responsibilities of the Washington Township School District.

Educators are responsible for development of research skills for students to access the Internet.

Research skills currently taught through the public school curriculum, such as selection and critical evaluation of source material, apply to electronic media in the same manner as traditional print materials.

The Washington Twp. School District will make every reasonable effort to reduce the risk of student exposure to objectionable material by monitoring usage and workproduct.

Code of Ethics

- Users will not communicate inaccurate, inflammatory or offensive ideas or language.
- Users will not access the Internet for exchange of offensive materials of any kind (verbal, visual or auditory).
- Users will not use Internet for private, commercial, political, or religious purposes or any illegal activity.
- Users will conform to copyright laws regarding reasonable use.

Responsibility

- Users should be courteous, sensitive, and considerate of others. If in doubt about a message, do not send it.
- Users shall never give any password to others.
- Users shall never give out their home address, phone number, or those of anyone else.
- Users are urged to report any problems or violation to their teachers immediately.
- Users will not modify hardware and/or software in any way.

Consequences

Disciplinary actions regarding inappropriate student behavior will be determined to be consistent with existing practices.

Violations will result in loss of Internet access privileges.

Washington Township School District – Technology Plan 2016 – 2019

STUDENT CONTRACT

I have read the Terms and Conditions for the use of technology resources in Washington Township School District. I understand and will abide by the stated Terms and Conditions. I further understand that violation of the regulations is unethical, a violation of school rules, and may constitute a criminal offense. Should I commit any violation, I understand that my access privileges may be revoked and school disciplinary action may be taken. Appropriate legal action may also result.

User Name: _____

Teacher: _____

Signature: _____

Date: _____

PARENT GUARDIAN CONTRACT

As the parent or guardian of this student, I have read the Terms and Conditions for acceptable use of technology resources in Washington Township School District. I understand that access is designed for education purposes and that the school has taken available precautions to eliminate controversial material. However, I also recognize it is impossible for Washington Township School District and the system administrators to restrict access to all controversial materials, and I will not hold them responsible for materials acquired on the network.

I hereby agree to the conditions listed in the above paragraph, and therefore give my permission to allow my student computer usage and network access in Washington Township School District.

Parent Guardian: _____

Signature: _____

Date: _____

Phone Numbers: _____

Washington Township School District – Technology Plan 2016 – 2019

APPENDIX B

WASHINGTON TOWNSHIP SCHOOL DISTRICT ADMINISTRATION, FACULTY AND STAFF TECHNOLOGY ACCEPTANCE USE FORM

Use of the Washington Township School District’s computer network and e-mail implies agreement to the district’s Acceptable Use Policies and Procedures.

School Policy limits use of all its electronic mail, communications systems and hardware, including the Internet, to legitimate academic purposes and school business in general.

The district reserves the right to monitor, inspect, copy and review at any time the use of equipment, the computer network and internet access along with their content to ensure compliance with these policies.

Employees who access or print inappropriate, offensive, or illegal material will be subject to penalties and/or disciplinary action, including dismissal.

Employees understand, accept, and agree to abide by the above-mentioned Technology Policies and Procedures, as well as the following:

- The use of the Internet, the school network, and the school e-mail are privileges not a right.
- The Washington Township School District’s technology, Internet connection and other systems of communication are to be used for educational and job- related purposes.
- It is not acceptable to participate in accessing, printing, or the distribution of inappropriate or illegal materials and users will not download any software from the Internet.
- Plagiarism is not acceptable. It is the employees’ responsibility to honor all copyright laws involving text, images, sounds/music including MP3, and video/movies.
- The Internet is a worldwide group of hundreds of thousands of computer networks, and Washington Township School District does not control the content of these networks.
- The purpose for having individual accounts and passwords is to provide security for your work and to provide access to appropriate software; therefore, logging into other employee’s accounts, changing their password, and/or sharing your or their password are not acceptable.

Rules and regulations are necessary in order to offer technology opportunities in the workplace. The above Acceptable Use Policy has been read and is understood.

Print Name _____

____/____/____
Date

Employee Signature

Washington Township School District – Technology Plan 2016 – 2019

APPENDIX C

PERSONAL ELECTRONIC DEVICES IN SCHOOL BYOD TO SCHOOL GUIDELINES

All terms and conditions for the use of technology resources in the Washington Township School District are to be followed as per the student and parent/guardian BYOD contract agreement.

Please review the guidelines/policy and complete page 3 and return that page if you would like your child to have access to their devices in school. Personally Owned Technology Devices (BYOD – Bring Your Own Device) Guidelines:

- A personally owned device shall include all existing and emerging technology devices such as a personally owned device shall include but is not limited to: MP3 players and iPods; iPads, Nooks, Kindle, and other tablet PCs; personal digital assistants (PDAs), cell phones and smart phones such as BlackBerry, iPhone, or Droid, as well as any device with similar capabilities.
- Personally owned devices brought to school are to be used for educational purposes only. Educational purposes include classroom activities, career development, and communication with experts, homework, and limited high quality self-discovery activities. Students are expected to act responsibly and thoughtfully when using technology resources. Students bear the burden of responsibility to inquire with school administrators and/or teachers when they are unsure of the permissibility of a particular use of technology prior to engaging in the use.
- Personally owned devices are permitted for use during the school day for educational purposes and/or in approved locations only.
- The District shall not be liable for the loss, damage, misuse, theft of any personally owned device brought to School. It is my child's responsibility to keep the device free from damage and loss.
- Personally owned devices used in school are not permitted to connect to the Internet through a 3G, 4G, or other content service providers. Personally owned devices must access the internet via the District's content filtered wireless network.
- The District's Technology Department will record the child's homeroom, type of device, and serial number of device.
- Once recorded, the Technology Department will provide Wi-Fi access to the student's device.
- The District reserves the right to inspect a student's personal device if there is reason to believe that the student has violated Board policies, administrative procedures, school rules or has engaged in other misconduct while using their personal device.
- Please review Policy 2363 below for additional guidance regarding personal devices used in school.
- If you approve of your child bringing their device to school, please complete the agreement form found below (page 3) and return that page to your child's teacher.

Washington Township School District Board Policy Policy 2363: Pupil Use of Privately Owned Technology

The Board of Education recognizes technology is always changing and as a result of increased accessibility to technology many pupils possess technology devices for their use during non-school hours. These privately-owned devices may be beneficial to pupils during school hours for approved educational purposes. Therefore, the Board of Education will allow pupils to use their privately-owned technology devices under conditions outlined in this Policy.

For the purpose of this Policy, "technology" means hardware or software.

For the purpose of this Policy, "privately-owned" means technology hardware and software that is purchased, owned, and maintained by the pupil at no expense to the school or school district.

For the purpose of this Policy, "hardware" means any device that can store, access, retrieve, and/or communicate data or information. "Hardware" may include, but is not limited to, any type of computer device; MP3 players and iPods; iPads, Nooks, Kindle, and other tablet PCs; personal digital assistants (PDAs), cell phones and smart phones such as BlackBerry, iPhone, or Droid, as well as any device with similar capabilities.

For the purpose of this Policy, "software" means any computer program(s) or related data that provide instruction for telling a computer or other hardware device what to do and how to do it.

Washington Township School District – Technology Plan 2016 – 2019

The use of privately-owned technology by a pupil in the educational program during the school day must be approved by the pupil's parent or legal guardian. The teaching staff member may also prohibit the use of privately-owned technology for an assignment(s).

Teaching staff members shall notify Principal and Technology Coordinator that pupils will be using privately-owned technology during instructional time.

A pupil granted such permission must comply with school district policies and regulations regarding acceptable use of computers and technology. Any use of privately-owned technology by a pupil shall be in strict accordance with the teaching staff member's specific approval(s) and Board policies and regulations. Any violation will subject the pupil to appropriate discipline and/or grading consequences.

Personally owned devices brought to school are to be used for educational purposes only. Educational purposes include classroom activities, career development, and communication with experts, homework, and limited high quality self-discovery activities. Students are expected to act responsibly and thoughtfully when using technology resources. Students bear the burden of responsibility to inquire with school administrators and/or teachers when they are unsure of the permissibility of a particular use of technology prior to engaging in the use.

In order to protect the privacy of all students in the district, the use of photography using personally owned devices is prohibited. Further, personally owned devices used in school are **not permitted** to connect to the Internet through a 3G, 4G, or other content service providers. Each personally owned device will be connected to the district's internet service through a Wi Fi connection which maintains content filtering.

The District reserves the right to inspect a student's personal device if there is reason to believe that the student has violated Board policies, administrative procedures, school rules or has engaged in other misconduct while using their personal device.

The teaching staff member, in considering the use of privately-owned technology, will ensure such approval does not provide any advantage or benefit to the pupil who owns such technology over the pupil who does not own such technology. The teaching staff member will not approve the use of privately-owned technology if the teaching staff member determines the use would be advantageous or beneficial to the pupil who owns such technology over the pupil who does not own such technology.

The school district assumes no responsibility for any privately-owned technology brought to school by a pupil. The pupil shall be responsible for the proper operation and use of any privately-owned technology brought to school. School staff members shall not be responsible for the effective use and/or technical support for any privately-owned technology.

The school district shall assume no responsibility for the security of or damage to any privately-owned technology brought to school by a pupil. Pupils are encouraged to purchase private insurance for loss, damage, or theft of any privately-owned technology the pupil brings to school.

Student Name: _____

Student Grade / Homeroom: _____

Type of Device: _____

Serial Number: _____

By signing this agreement, I am acknowledging that my child and I have read the BYOD Guidelines and Policy 2363 and agree to the conditions of the guidelines and policy.

Parent Signature: _____

Student Signature: _____

Washington Township School District – Technology Plan 2016 – 2019

Office Use Only

Principal Signature: _____

Technology Department Signature: _____