"One Team, One Purpose"

Long-Range Technology Plan

2010-2013

White Settlement
Independent School District
White Settlement, Texas

White Settlement ISD
Long-Range Technology Plan
2010-2013

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District Technology Committee Approved: October 21, 2009
WSISD Board of Trustees Approved:
Texas Education Agency (TEA) Approved:

Technology Plan Committee

Special thanks go to these people for their active participation
and contributions in the completion of this Technology Plan:

Chris Malone - Director of Technology
Amy Barton – North Elementary
Jason Ferguson – Brewer High School
Allisan Bennett – MESA High School/WSISD BAC
Elizabeth Bean – Brewer Middle School
Dana Davis-Avants – Tannahill Intermediate School
Amy Ferguson – Bilingual/ESL Director
Sandy Borden – Special Education Director
Toni Covington – Parent
Jerry Burns – White Settlement Mayor
Alex Barton - Student

Acknowledgements

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Executive Summary

The White Settlement Independent School District (WSISD) is committed to ensure that technology is effectively integrated into the schools. Students enrolled at WSISD will graduate, live, and work in a rapidly changing global society. The District's Technology Committee has developed a formal technology plan, which gives direction and structure to the use of technology, increases the enhancement of instruction, assists in the management of student data and improves avenues of communication.

The committee has identified several areas, based on needs assessments, which require direct strategies to advance the level of progress. The areas include:

1. Teaching and Learning – impact of technology on teacher role and collaborative learning, patterns of teacher use, frequency/design of instructional setting using digital content, curriculum areas, Technology Application TEKS assessment, and patterns of student use.

2. Educator Preparation and Development – content of training, capabilities of educators, leadership and capabilities of administrators, models of professional development, levels of understanding and patterns of use, and technology budget allocated to technology professional development.

3. Infrastructure for Technology – students per computer, Internet access connectivity/speed, Distance Learning, LAN/WAN and other technologies.

4. Administration and Support Services – vision and planning, technical support, instructional and administrative staffing, budget, and funding.

 The White Settlement Independent School District Board of Trustees and Administration support the vision and mission set forth in this plan.

Purpose
White Settlement ISD has prepared this Long-Range Technology Plan to articulate a common vision for technology in the district and identify the strategies that will help us use advanced technology to improve the academic achievement, including technology literacy, of all students of rigorous curriculum standards and the development of critical thinking skills that are essential for academic and workplace success and build the capacity of all teachers to integrate technology effectively into curriculum and instruction.

Background
This plan is based on information drawn from many sources including:
- A review of the literature to identify best practices
- A survey of school site hardware and instructional media
- A survey of teachers
- A survey of administrators
- Interviews with site and district administrators and representatives from the WSISD community
- School site meetings

- Other district technology plans
- Experience from other school districts
- Other

Parameters

This Long-Range Technology Plan is driven by the state curriculum standards and supports the educational mission and instructional goals of WHITE SETTLEMENT ISD and by the No Child Left Behind Act (NCLB) of 2001 and Universal Service Fund E-Rate program. Specific attention is given to addressing student standards for technology as defined by the Technology Applications Texas Essential Knowledge and Skills (TEKS), required in the Texas Education Code, Section 28.002. The Technology Applications TEKS found in 19 TAC Chapter 126 describe what students should know and be able to do using technology. As a part of the enrichment curriculum, these TEKS are to be used as guidelines for providing instruction. The goal of the Technology Applications TEKS is for students to gain technology-based knowledge and skills and to apply them to all curriculum areas at all grade levels.

The plan stresses the importance of ongoing and sustained staff development in the integration of technology into the curriculum for teachers, principals, administrators, and school library media personnel to further the effective use of technology in the classroom or library media center. It also is consistent with the recommendations for LEAs as defined by the Texas Long-Range Plan for Technology in the areas of Teaching and Learning, Educator Preparation and Development, Administration and Support Services, and Infrastructure for Technology, as well as the e-rate applications guidelines, and other state standards, such as the newly adopted Technology Applications Standards for Beginning Teachers.

Introduction

In 1989, a standing committee was appointed to plan for and monitor the effective use of computers and other technology in meeting the educational needs of students in grades kindergarten through twelve. The group was originally composed of representatives from each of the district's campuses, students, administrators, local business representatives, and interested individuals from our community.

The District Technology Committee is composed of representatives of Elementary and Secondary campus, District administrators, students, parents, community members, and technology personnel. It guides district-wide implementation of the Technology Plan and coordinates overall efforts to integrate technology into the District's instructional, support, and operational programs. Specific tasks of the Committee include, but are not limited to:

- Developing, assessing, and modifying the District Technology Plan.
- Providing a forum of information exchange among committee members.
- Analyzing issues regarding the use of technology, curriculum, hardware, software, purchases, management, etc.
- Developing a procedure for identifying and selecting curriculum support software and resources for use throughout the district.

- Designing a District staff development program that prepares the staff to implement the goals of the District Technology Plan.
- Other tasks as mutually decided by the District committee

Vision Statement

We envision all students developing and utilizing their unique intellectual and problem-solving abilities. They will learn to interact successfully in a real-world community and continue offering learning experiences that will challenge their abilities, engage their interest, and prepare them for responsible citizenship in the future.

Mission Statement

WSISD students will be competitive in a global society.

- ❑ Students will be able to work collaboratively in society to propose, assess, and implement solutions to real-world problems.
- ❑ Students will be able to communicate effectively with a variety of audiences.

In order to achieve this mission, the District will:

- ❑ Strive to reach the cutting edge of hardware and software innovations.
- ❑ Continuously seek new strategies for integrating technology into the curriculum.
- ❑ Recruit the community as a partner in education.
- ❑ Place an emphasis on staff development.

Demographics

A growing suburban school district, White Settlement ISD serves more than 6,000+ students who reside in the City of White Settlement and a portion of the City of Fort Worth (located west of Loop 820). Conveniently located west of downtown Fort Worth, WSISD is just minutes from Lockheed Martin Aeronautics Company's Fort Worth facility and the Naval Air Station Fort Worth Joint Reserve Base.

A school district with more than 24,500 residents, WSISD primarily consists of working families. Nearly 50 percent of the families report an average annual income of between $35,000 and $75,000. The district tax base, per pupil, is slightly lower than the state average, as are the total district revenues and expenditures.

The students who attend WSISD are predominantly Caucasian, though the number of minority and economically disadvantaged students continues to increase. WSISD is currently responding to a 48% free and reduced student population.

Statement of Existing Conditions

A comprehensive needs assessment utilizing teacher/student surveys, interviews, inventories and the Texas Teacher, Campus, and District STaR Chart (Appendix A) was conducted to analyze the current status of technology in the district and to determine future needs. Items analyzed include: infrastructure, hardware, software, programs, courses, student achievement, technology resources, staff development, and technical support. Findings from this needs analysis are as follows:

Current Situation

The following technology is currently in place:

The current White Settlement ISD technology is an eclectic grouping of independent systems. The technology elements deployed include a 100 Mbps point-to-point wireless wide area network (WAN), 1000 Mbps local area network (LAN), 20 Mbps centralized Internet access, a static website, a pseudo networked voice environment and a large array of applications and operating systems. Additionally, the district employs seven (7) full time technology staff members responsible for procurement, configuration, installation, maintenance, and support of all technology systems district wide. In all, the current technology deployed generally provides basic services to the district with modest effectiveness.

The information provided below was derived from user interviews, equipment list, network topologies and on site inspections. Each technology area is divided into additional detail and clarity of the systems or processes in place today.

The Technology Department supports 2600 PCs, 60 servers, approximately 1200 other network devices (printers, IP phones, wireless access points, switches, and routers), and software programs throughout the district.

Wide Area Network (WAN)

The current WAN for White Settlement ISD is provided by Trillion technologies. WAN access is provided with 100 Mbps to all campuses. Wireless Wide Area Network (WAN) is a star topology

Trillion provides a complete end-to-end WAN and Internet access solution that includes all necessary equipment for data communications and bundled services. All equipment is owned, maintained, and operated by Trillion. Trillion constructed fiber from the Trillion antenna facility directly to the telecommunications closet where a standard Ethernet connection serves as the interface to the district's LAN. Trillion's bundled services include: Firewall, content filtering (CIPA compliant), and DNS. Other services provided by Trillion include: Wide Area Network Engineering and Design, surveys, procurement,

configuration of the WAN, twenty-four/seven network monitoring of the system, twenty-four/seven customer and support service, and complete maintenance.

Local Area Network (LAN)

The typical LAN delivers 1000 Mbps to each device (desktop, laptop, printer, IP phones or server) in the LAN. Cisco 3750g and 3750poe switches are used for connectivity. The switches provide 100/1000 Mbps dedicated bandwidth to each device. The switches are interconnected via fiber (switch to switch), Stack cable, or 10/100 Mbps copper. In addition, Cisco Aironet wireless access points are used in most facilities. Additionally, the student and staff are separated by separate domains on the network. All the schools have dedicated computer labs for the students to use.

Internet Service

The district deploys centralized Internet access for all the schools. The primary Internet service provider (ISP) is Trillion. The district has a DS3 circuit providing 20Mbps for Internet access. Student and staff Internet access share the same bandwidth. Internet site filtering is used to prevent accessing "unauthorized" sites. The filter list (provided by a third party) is updated on a regular basis.
A Cisco MC 3800 series router is used for connectivity to ESC 11. Trillion's firewall is used for security and filtering is provided by an on-site content filter that is monitored and edited by the Technology Staff.

Web site

 The purpose of the White Settlement ISD web site is to expand the instructional resources of the district through the proper use of telecommunications to the audience of community, parents, students, teachers, and individual schools, other school systems, Collegiate institutions, and state/local agencies. Currently the web site is managed by a district employee dedicated to web service.

Voice Systems

White Settlement ISD's voice network is comprised of a new Cisco Driven VOIP Telephony System. The Cisco VOIP system incorporates voice data, voicemail, and Emergency Responder notification. All of the districts voice systems are pseudo networked together utilizing Plexar services which are driven by servers at each location that integrate the digital and analog voice traffic. The analog lines are leased, and maintained by Southwestern Bell. The Cisco VOIP system is maintained by INX Systems. Southwestern Bell provides Plexar services (analog) to each of the campuses for local

emergency dial tone in case of a power failure and networking of the systems. The Plexar service also provides the district with four (4) digit dialing between internal stations. AT&T (via TexAN) provides long distance access to each campus.

Desktops

The district currently maintains a total Windows XP Professional desktop operating platform. The Technology Department has defined a standard desktop configuration for the district. The students and staff utilize both laptops and desktops and currently there are approximately 2600 PCs in the district.

Servers

White Settlement ISD currently utilizes both PC based and mid-range servers. The Skyward servers provide the majority of the applications and data required by the district staff. The PC servers provide data storage, application sharing, and network authentication. All network servers utilize Windows Server 2003 for all applications. PC based servers are deployed at the Network Operations Center and on several campuses. There are currently 60 PC based servers in the district and the growth in this area is expected to increase over the next few years. The Technology Department has some capabilities for remote access to the servers for troubleshooting purposes. Daily, weekly and monthly backups are performed on the Skyward, Exchange, and Cybersoft servers and periodic backups are performed on the remaining district servers.

Applications

The district has a Standard Desktop Build: Windows XP Professional, Office 2003, Symantec Anti-Virus Corp, QuickTime Player, Real Player, Shockwave, Current Windows Update, and Adobe Acrobat Reader. The district has identified specific district wide applications critical to the educational and management value of the district. Applications are divided into critical (full technology department support), beneficial (extensive technology department support), and auxiliary (limited to no technology department support). All appropriate license are purchased and updated are needed by the district.

Staffing

Currently, White Settlement ISD employs seven (7) employees in the Technology Department: Director of Technology, Assistant to the Director, Construction Technology

Integration Coordinator, Network Administrator, Computer Hardware Specialist, Multi Media Specialist, and a Software Specialist. Each staff member is knowledgeable in their area of duties and responsibilities. They support approximately 3260 Network Devices, district wide applications, and 800+ end users district wide. The Technology Department provides help desk support when needed.

Miscellaneous Technology

The district has invested in the infrastructure to utilize video streaming. The Educational Service Center Region XI and in-house Safari Media Retrieval system, provide an extensive Instructional Video Streaming Library. The library has a collection of web-accessible curriculum-based videos in a digital format. These services provide access to thousands of digital videos, video clips, supporting classroom materials, and instructional tools for teachers and students on-demand throughout the region. The Safari Media Retrieval System will be utilized to broadcast various types of media district wide to one location or various locations simultaneously.

Telecommunications Services

Currently, all students and staff members in the school district have access to the Internet, through a direct connection (as cited above in the Statement of Existing Conditions). LANs are in place on every campus that houses 6,000+ students and 800+ employees.

Inventory

The latest inventory of current technology available for student use in White Settlement ISD, as of October 2009, is given in the chart below. Only current student computers are listed. The list does not include administrative computers or file servers.

CAMPUS	NUMBER OF STUDENTS	TOTAL COMPUTERS	STUDENT TO COMPUTER RATIO
Blue Haze Elementary	696	71	10:1
Liberty Elementary	490	71	7:1
North Elementary	747	72	10:1
West Elementary	506	71	7:1
Fine Arts Academy	336	75	4:1

Tannahill Intermediate	793	126	6:1
Brewer Middle School	855	95	9:1
Brewer High School	1507	351	4:1
MESA High School/BAC	144	32	4:1
GRAND TOTALS	**6074**	**964**	**6:1**

Needs

According to various sources of surveys and evaluations: *review of the literature to identify best practices, survey of school site hardware and instructional media, survey of teachers, survey of administrators, interviews with site and district administrators and representatives from the WSISD community, school site meetings, other district technology plans, and experience from other school districts* the following technology needs were identified: 1) teachers need adequate, focused technology integration training in the delivery of TEKS instruction to students; 2) classrooms are lacking adequate resources to support a technologically-relevant curriculum; 3) lack of a clearly defined district/campus based technical support; and 4) lack of sufficient number of Technology support staff.

Identified goals and objectives:

Teaching and Learning:

- All learners will have access to relevant technologies, tools, resources and services for a variety of academic achievement.
- All staff will use information and communication technologies to collaborate, design curriculum, provide solutions to real-world problems, and appropriate academic achievement.

Educator Preparation and Development:

- All educators will be involved in educator preparation programs that model current technology in instructional and administrative practices, PreK-12, that develop new learning environments utilizing this technology as a flexible tool where learning is collaborative, interactive and customized.

Leadership, Administration and Support:

- All leaders will have access to and utilize various technology supporting resources.
- All WSISD parents and community members will have access to district telecommunication resources.
- All WSISD staff, students, parents, and community members are required to comply with defined federal, state, and local rules and regulations.

Infrastructure:

- An infrastructure system will provide WSISD staff with access to the global knowledge network of technology and provide measures to ensure all data is secure and accurate.
- The technical service department will provide maintenance and will oversee advancement of the global knowledge network of technology.

Goal #1: Teaching and Learning – Utilize telecommunications and information technology to improve student achievement through an enhanced curriculum and instruction.

Objective 1.1: All learners will have access to relevant technologies, tools, resources and services for a variety of academic achievement.

LRPT: Teaching & Learning   NCLB: N01,N02,N12   E-Rate: ER01, ER03

Strategy	Responsibility	Timeline			Evaluation
		2010 – 2011	2011 – 2012	2012 – 2013	
1.1.1 All student classrooms in WSISD will have access to infrastructure, and learning devices. TL01, I05 *T*	▪ Director of Technology ▪ Technology Department ▪ Technology Planning Committee	Tech Allotment $3500	Tech Allotment $4000	Tech Allotment $5000	▪ Inventory ▪ Texas STaR Chart ▪ Campus Improvement Plan
1.1.2. All student classrooms will have Internet and network connections to enhance curriculum development and delivery. TL01,TL04, TL06, I06, I07 *T*	▪ Director of Technology ▪ Technology Department ▪ Technology Planning Committee	Tech Allotment $3500	Tech Allotment $4500	Tech Allotment $5000	▪ Access available at all student/teacher stations

Strategy	Responsibility	Timeline			Evaluation
		2010 – 2011	2011 – 2012	2012 – 2013	
1.1.3. Incorporate technology to increase student proficiency and student centered learning, in mastering the TEKS in all district programs, including those for targeted populations. (Appendix C). TL02, TL04, TL07,TL12,TL14 *T*	▪ Director of Technology ▪ Campus Technology Planning	Tech Allotment $3500	Tech Allotment $4000	Tech Allotment $5000	▪ Texas STaR Chart ▪ TAKS data ▪ Student products
1.1.4 Identify funding sources to promote technology. I03, I12 *Misc*	▪ Director of Technology ▪ Technology Planning Committee	Tech Allotment $500	Tech Allotment $500	Tech Allotment $500	• List of identified funding entities • District budget
1.1.5 Yearly evaluation of campus support system in meeting needs of campus. TL11, TL 14-15, EP13, AS02 *Misc*	▪ Director of Technology ▪ District Technology Committee ▪ Campus Technology Planning	Tech Allotment $500	Tech Allotment $500	Tech Allotment $500	• Texas Star Chart • Published Assessment & continued improvement in integrating technology
1.1.6 Maintain and expand PAIS Units in Special Education Transition Center. NO1, NO6, NO12, AS07, I11, TL04, *E*	▪ Director of Technology ▪ Director of Trans. Serv.	Tech Allot. $500	Tech Allot. $500	Tech Allot. $500	• Inventory • PAIS Lab Reports

2011 – $12,000
2012 - $14,000
2013 - $20,500

Goal #1: Teaching and Learning – Utilize telecommunications and information technology to improve student achievement through an enhanced curriculum and instruction.

Objective 1.2: All staff will use information and communication technologies to collaborate, design curriculum, provide solutions to real-world problems, and appropriate academic achievement.

LRPT: Teaching & Learning   NCLB: N05-8, N012   E-Rate: ER01, ER02

Strategy	Responsibility	Timeline			Evaluation
		2010 – 2011	2011 – 2012	2012 – 2013	
1.2.1 Renew and update necessary software and interaction resources (AESIT, Renaissance Learning, CCC, NovaNet, CEI, AR, AM,) to enhance student problem solving skills, promotes creativity, and increase academic achievement. (Appendix D) TL07, TL08, TL11, EP06 *Mat/Sup*	▪ Exec. Director of Technology ▪ Exec. Director Academic Achievement ▪ Campus Technology Planning ▪ Campus Librarians	Local $5,000 AR/AM $2,500 Tech Allotment $2,500	Local $5,000 AR/AM $2,500 Tech Allotment $2,500	Local $5,000 AR/AM $2,500 Tech Allotment $2,500	▪ Inventory ▪ License agreements

Strategy	Responsibility	Timeline			Evaluation
		2010 – 2011	2011 – 2012	2012 – 2013	
1.2.2 Restructure and Renew district wide Medial Retrieval system (Safari). TL05, *E*	▪ Director of Technology ▪ Executive Director of Construction and Bonds ▪ Construction Technology Coordinator	Tech Allotment $9000	Tech Allotment $9000	Tech Allotment $9000	▪ Cache server ▪ Inventory ▪ United Streaming ▪ Safari
1.2.3 Install and maintain a district-wide video conferencing network for innovative strategies of distance learning. TL16, EP11 *E*	▪ Director of Technology ▪ Executive Director of Construction and Bonds ▪ Construction Technology Coordinator	Local $70,000	Local $70,000	Local $70,000	▪ ESC XI – RETN ▪ Purchase orders
1.2.4 Purchase data projectors for each classroom to accommodate teachers in classroom instruction. TL05 *E*	▪ Director of Technology ▪ Campus Technology Planning	Tech Allotment $5,000 Local $5,000	Tech Allotment $5,000 Career & Tech $5,000	Tech Allotment $5,000 Local $5,000	▪ Inventory

Strategy	Responsibility	Timeline			Evaluation
		2010 – 2011	2011 – 2012	2012 – 2013	
1.2.5 Further train teachers to use the technology of a PDA in the classroom instruction and management. TL05, EP13 *E*	▪ Director of Technology ▪ Campus Technology Planning	AR $2,500 Tech Allotment $2,500	Local $5,000	Tech Allotment $5,000	▪ Inventory ▪ Products utilized by PDA
1.2.6 Purchase and train teachers to use IPOD technology for classroom instruction. Podcasting classroom lectures and students create projects using IPOD media. EP08, EP12, TL05, SD	• Director of Tech. • Campus Technology Planning	Tech Allotment $2,500	Tech Allotment $3,000	Tech Allotment $5,000	▪ Inventory ▪ Products utilized by IPODs
1.2.7 Renew and update hardware and software crucial to library functions (Destiny, Research Databases, scanners.) NO4b, AS06, EP06, EP10, EP13, I01, I07, TL05. Tl15. *E*	• Director of Tech • Library Coordinator	Tech Allotment $1000	Tech Allotment $1000	Tech Allotment $1000	• Inventory • License Agreements • Software Reports

2010 - $97,500
2011 - $98,000
2012 - $100,000

Goal #2: Educator Preparation and Development – Train staff in use of technology, enabling them to use, support and model technology in their daily activities.

Objective 2.1: All educators will be involved in educator preparation programs that model current technology in instructional and administrative practices, PreK-12, that develop new learning environments utilizing this technology as a flexible tool where learning is collaborative, interactive and customized.

LRPT: Educator Preparation & Development   NCLB: N01,N03, N04a-b, N11   E-Rate: ER02

Strategy	Responsibility	Timeline			Evaluation
		2010 – 2011	2011 – 2012	2012 – 2013	
2.1.1 Establish and provide training for teachers and administrators to achieve proficiency in Level 2 & 3 Requirements of Competency that demonstrate computer integration skills, which will align with state academic content an academic achievement. TL03, TL20, EP03, EP04, EP10, EP12 *SD*	▪ District Technology Committee ▪ Principals	Title I: Part A $10,000	Title I: Part A $20,000	Title I: Part A $10,000	▪ SBCE standards ▪ Assessment reports
2.1.2 Monitor teachers' integration of technology through: lesson plans and site-visits in classrooms. TL13, EP13 *SD*	▪ Principals ▪ Asst. Principals	$None	$None	$None	▪ Curriculum Developer ▪ TEKS ▪ Observation data
2.1.3 Design ongoing staff development plan for all teachers and staff. ❑ Data examination & analysis ❑ Align TEKS ❑ Standards set by SBEC EP01, EP03, EP07-9, EP12 *SD*	▪ Asst. Superintendent for Instruction ▪ Exec. Director Academic Achievement ▪ Director of Technology ▪ Principals	Title II: Part D $16,000	Title II: Part D $14,997 Local $1,003	Title II: Part D $16,000	▪ Evaluations ▪ Sign-in sheets

Strategy	Responsibility	Timeline			Evaluation
		2010 – 2011	2011 – 2012	2012 – 2013	
2.1.4 Evaluate the effectiveness of staff development. EP08 *SD*	▪ Asst. Superintendent for Instruction ▪ Exec. Director Academic Achievement ▪ District/Campus SBDM	Tech Allotment $1,000	Tech Allotment $1,000	Tech Allotment $1,000	▪ Evaluations ▪ Texas STaR Chart

2010- $27,000
2011 - $37,000
2012 - $27,000

Goal #3: Administration and Support Services – Provide supporting resources for effective uses of technology by staff, students, parents, and community.

Objective 3.1.1: All leaders will have access to and utilize various technology supporting resources.

LRPT: Administration & Support Services   NCLB: N04a, N06-7, N12   E-Rate: ER01

Strategy	Responsibility	Timeline			Evaluation
		2010 – 2011	2011 – 2012	2012 – 2013	
3.1.1 WSISD will restructure the Technical Department to be an effective, efficient, flexible, and integral part of student academic achievement. Address additional Technical Department & instructional staff. AS01, AS08 *Misc*	▪ Asst. Superintendent of Instruction ▪ Director of Technology ▪ Assistant Superintendent of Business	Tech Allotment $162,261	Tech Allotment $165,000	Tech Allotment $170,000	▪ Reduction in work orders ▪ Employment of staff ▪ Payroll reports
3.1.2 Teachers will create daily lesson plans and instructional units using the Curriculum Developer program for alignment with TEKS & TAKS. EP02 *T*	▪ Exec. Director of Academic Achievement ▪ Teachers	Title I: Part A $10,000	Title I: Part A $10,000	Title I: Part A $10,000	▪ C-Scope Developer web site
3.1.3 Maintain and Renew appropriate hardware and software for student management and administration system– Skyward (Appendix C) AS03 *E*	▪ Director of Technology ▪ Technology Department ▪ Asst. Supt. of	Local $25000	Local $25000	Local $25000	▪ User account list ▪ Invoices ▪ License agreements

Strategy	Responsibility	Timeline			Evaluation
		2010 – 2011	2011 – 2012	2012 – 2013	
3.1.4 Continue Support of district-wide use of Skyward – Grade Book. TL17-19, AS04-05, AS07, EP14 *E*	▪ Asst. Superintendent of Instruction ▪ Director of Technology ▪ Principals ▪ Teachers	Local $1,200 (training)	Local $1,200 (training)	Local $1,200 (training)	▪ Skyward Grade Book web site (http://gradebook.wsisd.net)

2010 - $198,461
2011 - $201,200
2012 - $206,200

Goal #3: Administration and Support Services – Provide supporting resources for effective uses of technology by staff, students, parents, and community.

Objective 3.2: All WSISD parents and community members will have access to district telecommunication resources.

LRPT: Administration & Support Services   NCLB: N09, N10   E-Rate: ER04

Strategy	Responsibility	Timeline			Evaluation
		2010– 2011	2011– 2012	2012 – 2013	
3.2.1 Maintain and update a district web site (www.wsisd.com) that will expand the educational and instructional resources to the audience of community, parents, students, teachers, individual school, other school systems, higher educational institutions, and state/local agencies. TL17–19, AS04–05, AS07, I15 *T*	▪ Director of Technology ▪ Multi Media Specialist ▪ Director of Communication	Tech Allotment $2500	Tech Allotment $2500	Tech Allotment $2500	▪ Web page publication ▪ Skyward Family Access
3.2.2 Create computer labs in family resource center for the community to increase parental involvement, adult literacy, English as a second language classes. Tl18–19, TL21 *E*	▪ District Technology Committee ▪ Administration	Grants/ donations $10000	Grants/ donations $10000	Grants/ donations $10000	▪ Inventory ▪ Sites selection list
3.2.3 Establish and maintain a Web hosting services to work in conjunction with the district's site. TL17–19, AS04–05, AS07, I15 *T*	▪ Exec. Director of Technology	Tech Allotment $1,710 E-Rate $2,790	Tech Allotment $1,710 E-Rate $2,790	Tech Allotment $1,710 E-Rate $2,790	▪ Web page publication

Strategy	Responsibility	Timeline			Evaluation
		2010 – 2011	2011 – 2012	2012 – 2013	
3.2.4 Create and maintain web pages for each teacher, sport, music, club, and organization throughout the district. TL21, N04, M	Technology Department Teachers	Tech Allotment $3000	Tech Allotment $3000	Tech Allotment $3000	▪ SchoolWires

2010 - $20,000
2011 - $20,000
2012 - $20,000

Goal #3: Administration and Support Services – Provide supporting resources for effective uses of technology by staff, students, parents, and community.

Objective 3.3: All WSISD staff, students, parents, and community members are required to comply with defined federal, state, and local rules and regulations.

LRPT: Administration & Support Services   NCLB: N11, N12   E-Rate: ER05

Strategy	Responsibility	Timeline			Evaluation
		2010 – 2011	2011 – 2012	2012– 2013	
3.3.1 Maintain and implement necessary policies and procedures and/or implement necessary technologies in order to comply with rules and regulations established by Federal Communications Commission under H.R. Title VI Children's Internet Protection Act. AS06 *Misc*	▪ Board of Trustees ▪ Superintendent ▪ Asst. Superintendent of Instruction ▪ Director of Technology	Local $200	Local $200	Local $200	▪ WSISD Board Policies ▪ AUP
3.3.2 Acceptable Use Policy will be in place for all student populations and staff. The Acceptable Use Policy will be updated yearly. (Appendix E) AS06 *Misc*	▪ Asst. Superintendent of Instruction ▪ Director of Technology	Local $200	Local $200	Local $200	▪ Copy of AUP

2010 - $400
2011 - $400
2012 - $400

Goal #4: Infrastructure for Technology – Provide technology for information/time management for staff and access to the global knowledge network.

Objective: 4.1: An infrastructure system will provide WSISD staff with access to the global knowledge network of technology and provide measures to ensure all data is secure and accurate.

LRPT: Infrastructure for Technology   NCLB: N04a, N05, N12   E-Rate: ER01, ER04

Strategy	Responsibility	Timeline			Evaluation
		2010 – 2011	2011 – 2012	2012- 2013	
4.1.1 Monitor Wireless WAN bandwidth so that it meets District needs to support both Internet and Intranet integration. I02, I10, I15 *T*	▪ Director of Technology ▪ Head Computer Technician ▪ Trillion	Local $55,356 E-Rate $107,455	Local $55,356 E-Rate $107,455	Local $55,356 E-Rate $107,455	▪ Contract w/ Trillion ▪ Equipment inventory
4.1.2 Maintain and update appropriate "firewall and filter" hardware and software. (compliance with CIPA) I03 *T*	▪ Director of Technology ▪ Network Administrator	Local $2500	Local $2500	Local $2500	▪ Documentation ▪ Inventory
4.1.3 Maintain and update an Intranet site for access to district-wide documents, policies, handbooks, and on-line WSISD Board Book. I15 *T*	▪ Director of Technology ▪ Technology Department	Local $200	Local $200	Local $200	▪ Online access (Word and/or PDF format documents)
4.1.4 Continue Telecommunication Service: Wireless and Telephone Services. I09-11 *T*	▪ Director of Technology ▪ Technology Department	Local $6960	Local $6960	Local $6960	▪ Billing invoices

Strategy	Responsibility	Timeline			Evaluation
		2010 – 2011	2011 – 2012	2012– 2013	
4.1.5 Seek strategic partnerships with public and private entities that promote academic achievement and student centered learning innovative strategies. I11-13 *Misc*	▪ Asst. Superintendent of Instruction ▪ Director of Technology	Local $100	Local $100	Local $100	▪ Strategic Plan documents
4.1.6 Continue to seek alternative digital transmission services to all sites. I09 *T*	▪ Director of Technology ▪ Technical Department technicians	Local $3500	Local $3500	Local $3500	▪ Schematic drawings ▪ E-Rate application
4.1.7 Continue Internet Access connection with ESC XI. TL01, TL09-10 *T*	▪ Director of Technology ▪ Technical Department technicians	Tech Allotment $1,596 E-Rate $2,604	Tech Allotment $1,596 E-Rate $2,604	Tech Allotment $1,596 E-Rate $2,604	▪ Contract w/ ESC XI
4.1.8 Conduct appropriate, timely technology planning sessions which target integration. AS02, I08	▪ Exec. Director of Technology ▪ Campus Technology Planning	$ None	$ None	$ None	▪ Planning documents ▪ District Technology Plan

2010 - $180,271
2011 - $180,271
2012 - $180,271

Goal #4: Infrastructure for Technology – Provide technology for information/time management for staff and access to the global knowledge network.

Objective: 4.2: The technical service department will provide maintenance and will oversee advancement of the global knowledge network of technology.

LRPT: Infrastructure for Technology   NCLB: N04a, N05, N06   E-Rate: ER04

Strategy	Responsibility	Timeline			Evaluation
		2010 – 2011	2011 – 2012	2012 – 2013	
4.2.1 Provide upgrades of hardware, software, and networking (cabinets, file servers, network switches, racks, and UPS) upon availability and on an as needed basis to maintain compatibility between buildings and to provide the latest supported versions of network operating system. I01, I04-05, I14 *E*	▪ Director of Technology ▪ Technical Department technicians	Tech Allotment $20,000 E-Rate $15,000	Tech Allotment $20,000 E-Rate $15, 000	Tech Allotment $20,000 E-Rate $15,000	▪ Inventory ▪ Purchase Orders ▪ Invoices ▪ E-Rate applications
4.2.2 Replace predetermined number of computers, yearly, across the district. Done on a cyclical basis. I04-05, I14 *E*	▪ Director of Technology ▪ ▪ Campus Principals	Local $25,000 Tech Allotment $25,000	Local $25,000 Tech Allotment $25,000	Local $25000 Tech Allotment $25,000	▪ Schedule plan ▪ Inventory
4.2.3 Upgrade designated campus infrastructure for technology (creation, modification, or repair of physical facilities) through district construction projects. I15 *Maint*	▪ CFO ▪ District Architect ▪ Director of Technology ▪ Campus Principals	Tech Allotment $5000	Tech Allotment $5000	Tech Allotment $5000	▪ Documented testing results of cabling installations

Strategy	Responsibility	Timeline			Evaluation
		2010 – 2011	2011 – 2012	2012 – 2013	
4.2.4 Upgrade the appropriate maintenance and technical support for the infrastructure to support academic achievement, professional development, and community involvement. I14-15 *Maint*	▪ Director of Technology ▪ Technology Department technicians	Tech Allotment $2,000	Tech Allotment $4000	Tech Allotment $6000	▪ Contracts ▪ Invoices ▪ Site license documents ▪ E-Rate applications
4.2.5 Purchase the necessary extended warranties on identified hardware and software. I10, I14-15 *Maint*	▪ Director of Technology	Tech Allotment $2,000 E-Rate $3000	Tech Allotment $2,000 E-Rate $3,000	Tech Allotment $2,000 E-Rate $3,000	▪ Documentation ▪ E-Rate applications

2010- $97,000
2011 - $99,000
2012 - $101,000

Sustainability and Supporting Resources

WHITE SETTLEMENT ISD is committed to sustaining and improving the use of technology to increase the academic performance of all students. Beyond the state technology allotment, the district has contributed local funds in the past for technology enhancements and will continue to do so in the future. The technology staff is also active in working to ensure that all technology equipment functions well and to seek additional funding sources for equipment, services, software, and other electronically delivered learning materials and print resources that will ensure successful and effective uses of technology.

WHITE SETTLEMENT ISD is also committed to continuing to increase the number of computer workstations for students and staff until the TEA target equipment ratios are met. These workstations will be purchased out of local and other available funds and will be purchased in mass quantities. This will help us to achieve cost savings due to volume bidding and discounts. The school district is also participating in the E-rate program that should help with some of the costs.

Budget

Estimated costs including available and potential funding sources for acquisition and maintenance of hardware and software; professional development; facilities, staffing and other services/materials needed to implement the plan including provisions for interoperability of components.

Operating Budget Areas	2010 - 2011	2011 - 2012	2012– 2013
Telecommunication/Internet Access	$207,671	$209,671	$212,171
Staff Development	$34,500	$45,000	$37,000
Maintenance	$15,000	$17,000	$19,000
Equipment	$211,700	$211,700	$211,700
Materials/Supplies	$2,500	$2,500	$2,500
Misc.	$163,761	$166,500	$171,500
Totals	$ 635,132	$652,371	$653,871

The above represents the Operating Budget for the District Technology Plan.

Evaluation

The Evaluation must include:
- expected results and success indicators for each goal;
- qualitative and quantitative measures; processes and procedures for ongoing evaluation;
- a schedule to modify the plan at least once a year;
- person(s) responsible for conducting the evaluation
- use of the Teacher and Campus STaR Chart for each campus in the district for measuring progress;
- and process and accountability measures that evaluate the extent to which activities in the plan are effective in:
  - Integrating technology into curricula and instruction.
  - Increasing the ability of teachers to teach.
  - enabling students to reach challenging State academic standards

Evaluation of the Technology Plan will be a systematic ongoing process. All aspects of the Plan will be evaluated formally twice a year:

> December 2009, 2010, 2011
> May 2010, 2011, 2012

The Technology Plan Committee will be responsible for the ongoing evaluation of this plan. The intention of the evaluation will be to make decisions on the impact that technology has on the learning process for all students. A report will be given to the Superintendent and the Board of Trustees after each formal evaluation occurs.
White Settlement ISD's STaR Chart results for each campus will be used to help White Settlement ISD assess its progress toward meeting the goals of the Long Range Plan for Technology.

Other methods used for evaluation will include:

- Surveys of the staff conducted annually in regards to their use of technology in the classroom.
- Informal interviews conducted once a semester by the campus Technology Plan Committee representative.
- Records of staff member participation in technology training monitored by sign-in sheets and teacher professional development records.
- Integration of training into the classroom as measured by lesson plans using the number and type of technology and distance learning projects.
- Monitoring and documentation of community access to technology resources and information on the campuses and on the web site.
- Monitoring and documentation of community involvement.
- Yearly inventory of hardware and software.
- Support and maintenance of technology as documented by technical support records.

Bibliography

Academic Excellence Indicator System District Report 2005 – 2006 (Texas Education Agency)

Education Service Center Region XI, Fort Worth, Texas

Long-Range Plan for Technology 1996 – 2010, Texas Education Agency

State Board for Educator Certification (SBEC) http://www.sbec.state.tx.us/

TEA, Educational Technology http://www.tea.state.tx.us/technology/

Technology Planning & E-Rate Support Center http://tpsec.esc12.net

Texas Education Agency – Texas Essential Knowledge and Skills (TEKS) http://www.tea.state.tx.us/teks/index.html

United States Department of Education/NCLB http://www.ed.gov/nclb/landing.jhtml

Universal Schools and Libraries http://www.sl.universalservice.org/

White Settlement ISD Board Policy http://www.tasb.org/policy/pol/private/220920/

White Settlement ISD Technology Long Range Plan 2004-2007

Acceptable Use Policy

Electronic Communications & Data Management   CQ (Legal)

CHILDREN'S INTERNET PROTECTION ACT	Under the Children's Internet Protection Act (CIPA), the District must, as a prerequisite to receiving universal service discount rates, implement certain Internet safety measures and submit certification to the Federal Communications Commission (FCC). *47 U.S.C. 254* [See UNIVERSAL SERVICE DISCOUNTS, below, for details]

Districts that do not receive universal service discounts but do receive certain federal funds under the Elementary and Secondary Education Act (ESEA) must, as a prerequisite to receiving these funds, implement certain Internet safety measures and submit certification to the Department of Education (DOE). *No Child Left Behind Act of 2001 Sec. 2441, Pub. L. No. 107-110, 115 Stat. 1686-1688 (2002)* [See ESEA FUNDING, below, for details]

DEFINITIONS   "Harmful to minors" means any picture, image, graphic image file, or other visual depiction that:

1. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;

2. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and

3. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

47 U.S.C. 254(h)(7)(G); No Child Left Behind Act of 2001 Sec. 2441(e)(6) (to be codified at 20 U.S.C. 6777[e][6])

"Technology protection measure" means a specific technology that blocks or filters Internet access. *47 U.S.C. 254(h)(7)*

UNIVERSAL SERVICE DISCOUNTS   An elementary or secondary school having computers with Internet access may not receive universal service discount rates unless the District implements an Internet safety policy, submits certifications to the FCC, and ensures the use of computers with Internet access in accordance with the certifications. *47 U.S.C. 254(h)(5)(A), (l); 47 CFR 54.520*

"Universal service" means telecommunications services including Internet access, Internet services, and internal connection services and other services that are identified by the FCC as eligible for federal universal service support mechanisms. *47 U.S.C. 254(c)(3), (h)(5)(A)(ii)*

INTERNET SAFETY POLICY   The District shall adopt and implement an Internet safety policy that addresses:

1. Access by minors to inappropriate matter on the Internet and the World Wide Web;

2. The safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications;

3. Unauthorized access, including "hacking," and other unlawful activities by minors on-line;

4. Unauthorized disclosure, use, and dissemination of personal identification information regarding minors; and

5. Measures designed to restrict minors' access to materials harmful to minors.

47 U.S.C. 254(l)

PUBLIC HEARING

The District shall provide reasonable public notice and hold at least one public hearing or meeting to address the proposed Internet safety policy. *47 U.S.C. 254(h)(5)(A), (l)(1)*

`INAPPROPRIATE FOR MINORS'

A determination regarding what matter is inappropriate for minors shall be made by the Board or designee. *47 U.S.C. 254(l)(2)*

TECHNOLOGY PROTECTION MEASURE

In accordance with the appropriate certification, the District shall operate a technology protection measure that protects minors against access to visual depictions that are obscene, child pornography, or harmful to minors; and protects adults against access to visual depictions that are obscene or child pornography. *47 U.S.C. 254(h)(5)(B), (C)*

MONITORED USE

In accordance with the appropriate certification, the District shall monitor the on-line activities of minors. *47 U.S.C. 254(h)(5)(B)*

CERTIFICATIONS TO THE FCC

To be eligible for universal service discount rates, the District shall certify to the FCC, in the manner prescribed at 47 CFR 54.520, that:

1. An Internet safety policy has been adopted and implemented.

2. With respect to use by minors, the District is enforcing the Internet safety policy and operating a technology protection measure during any use of the computers.

3. With respect to use by adults, the District is enforcing an Internet safety policy and operating a technology protection measure during any use of the computers, except that an administrator, supervisor, or other person authorized by the District may disable the technology protection measure during use by an adult to enable access for bona fide research or other lawful purpose.

47 U.S.C. 254(h)(5); 47 CFR 54.520

ESEA FUNDING   Federal funds made available under Title II, Part D of the ESEA for an elementary or secondary school that does not receive universal service discount rates may not be used to purchase computers used to access the Internet, or to pay for direct costs associated with accessing the Internet unless the District:

1. Has in place a policy of Internet safety for minors that includes the operation of a technology protection measure that protects against access to visual depictions that are obscene, child pornography, or harmful to minors and enforces the operation of the technology protection measure during any use by minors of its computers with Internet access; and

2. Has in place a policy of Internet safety that includes the operation of a technology protection measure that protects against access to visual depictions that are obscene or child pornography; and enforces the operation of the technology protection measure during any use of its computers with Internet access.

The District may disable the technology protection measure to enable access to bona fide research or for another lawful purpose.

CERTIFICATION TO DOE   The District shall certify its compliance with these requirements to the Department of Education as part of the annual application process for each program funding year under the ESEA.

No Child Left Behind Act of 2001 Sec. 2441, Pub. L. No. 107-110, 115 Stat. 1686-1688 (2002)

Electronic Communications & Data Management   CQ (Local)

ACCEPTABLE USE   The Superintendent or designee shall develop and implement administrative regulations, guidelines, and user agreements consistent with the purposes and mission of the District and with law and policy.

Access to the District's electronic communications system is a privilege, not a right. All users shall be required to acknowledge receipt and understanding of all administrative regulations governing use of the system and shall agree in writing to allow monitoring of their use and to comply with such regulations and guidelines. Noncompliance may result in suspension of access or termination of privileges and other disciplinary action consistent with District policies. [See DH, FN series, FO series, and the Student Code of Conduct] Violations of law may result in criminal prosecution as well as disciplinary action by the District.

INTERNET SAFETY   The Superintendent or designee shall develop and implement an Internet safety plan to:

1. Control students' access to inappropriate materials, as well as to materials that are harmful to minors;

2. Ensure student safety and security when using electronic communications;

3. Prevent unauthorized access, including hacking and other unlawful activities; and

4. Restrict unauthorized disclosure, use, and dissemination of personally identifiable information regarding students.

FILTERING

Each District computer with Internet access shall have a filtering device or software that blocks access to visual depictions that are obscene, pornographic, inappropriate for students, or harmful to minors, as defined by the federal Children's Internet Protection Act and as determined by the Superintendent or designee.

The Superintendent or designee shall enforce the use of such filtering devices. Upon approval from the Superintendent or designee, an administrator, supervisor, or other authorized person may disable the filtering device for bona fide research or other lawful purpose.

MONITORED USE

Electronic mail transmissions and other use of the electronic communications system by students and employees shall not be considered private. Designated District staff shall be authorized to monitor such communication at any time to ensure appropriate use.

INTELLECTUAL PROPERTY RIGHTS

Students shall retain all rights to work they create using the District's electronic communications system.

As agents of the District, employees shall have limited rights to work they create using the District's electronic communications system. The District shall retain the right to use any product created in the scope of a person's employment even when the author is no longer an employee of the District.

DISCLAIMER OF LIABILITY

The District shall not be liable for users' inappropriate use of electronic communication resources or violations of copyright restrictions or other laws, users' mistakes or negligence, and costs incurred by users. The District shall not be responsible for ensuring the accuracy, age appropriateness, or usability of any information found on the Internet.

Appendix

White Settlement ISD
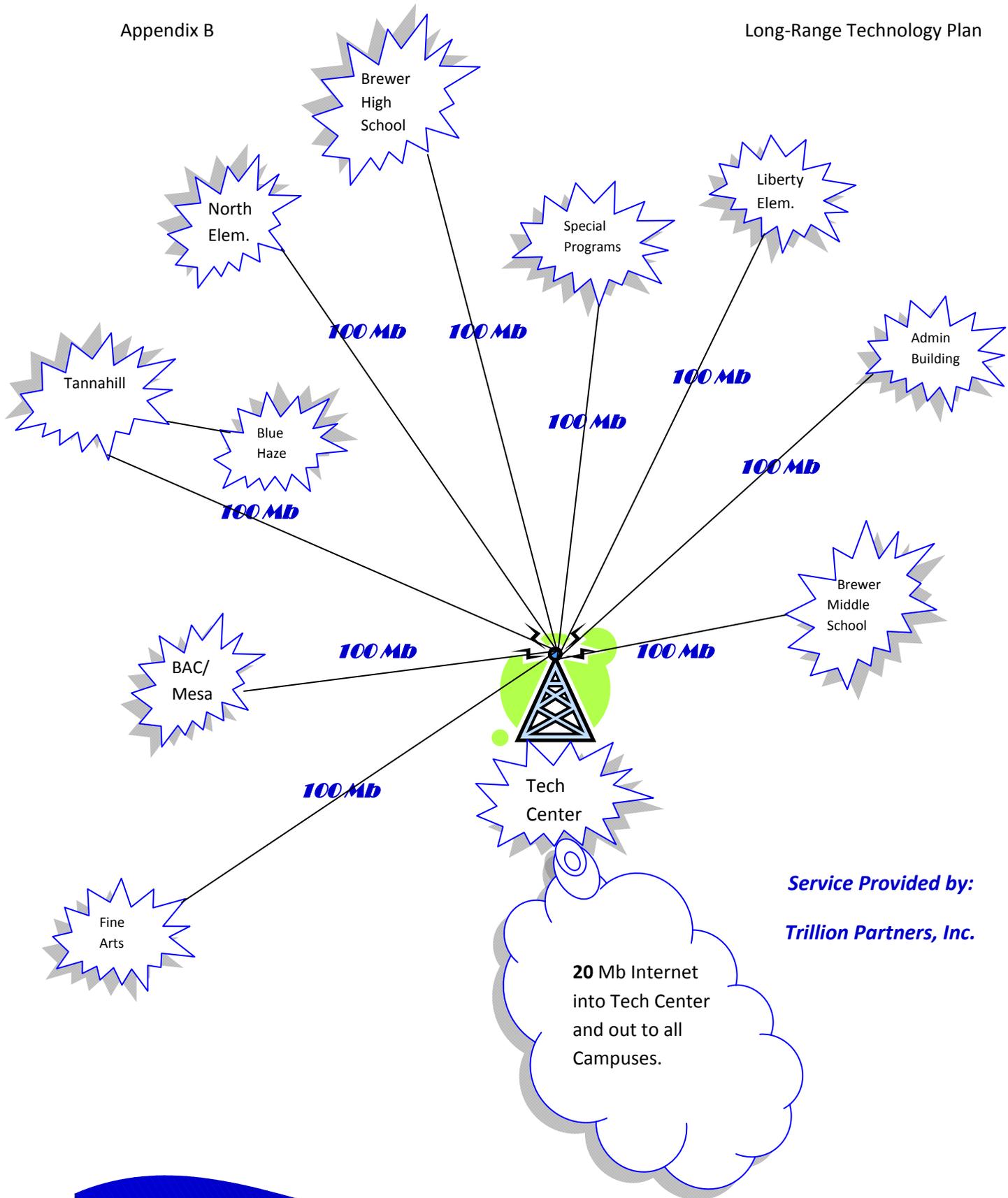
Texas Campus STaR Chart Summary

District: **White Settlement ISD 220920**

School Yr: **2009-2010**

1 = Early Tech 2 = Developing Tech 3 = Advanced Tech 4 = Target Tech

Submitted Campuses

Campus Name	TL1	TL2	TL3	TL4	TL5	TL6	Tot	EP1	EP2	EP3	EP4	EP5	EP6	Tot	L1	L2	L3	L4	L5	L6	Tot	INF1	INF2	INF3	INF4	INF5	INF6	Tot
Blue Haze El 220920104	2	2	2	2	2	2	12	2	2	2	1	2	1	10	2	2	3	3	2	2	13	1	3	2	2	2	2	12
Brewer H S 220920001	3	3	3	3	3	2	17	3	3	1	3	3	2	15	3	3	4	2	2	3	17	3	3	3	3	2	3	17
Brewer Middle 220920041	2	3	3	2	2	2	14	2	2	1	2	2	2	11	3	2	2	3	2	2	14	2	3	2	1	2	2	12
Fine Arts Academy 220920106	2	3	2	2	2	1	12	2	2	2	1	2	2	11	2	2	3	2	2	2	13	2	3	2	2	3	3	15
Liberty El 220920101	2	3	3	2	2	3	15	2	2	3	2	3	2	14	3	2	2	4	3	3	17	1	4	2	2	3	2	14
Mesa High School 220920003	2	2	2	2	2	2	12	2	2	2	2	2	2	12	3	1	3	3	2	2	13	2	3	2	2	2	2	13
North El 220920102	1	2	3	2	2	2	12	2	2	2	1	2	2	11	2	2	2	3	2	3	14	1	3	2	2	2	2	12
Tannahill Int 220920105	2	2	2	2	2	2	12	2	2	2	2	2	1	11	3	2	3	3	3	3	16	2	3	2	2	3	2	14
West El 220920103	2	3	3	2	2	2	14	2	3	2	3	2	2	14	3	3	2	3	2	3	16	2	4	2	2	3	2	15
White Settlement Disciplinary Campus 220920005	2	2	2	2	2	2	12	2	2	2	2	2	2	12	2	2	2	2	2	2	12	2	2	2	2	2	2	12
Average	2	2	2	2	2	2	13	2	2	2	2	2	2	12	3	2	2	3	2	2	14	2	3	2	2	2	2	14

Totals: 6-8 Early Tech 9-14 Developing Tech 15-20 Advanced Tech 21-24 Target Tech

Brewer High School

North Elem.

100 Mb   **100 Mb**

Special Programs

Liberty Elem.

Tannahill

Blue Haze

100 Mb

Admin Building

100 Mb

100 Mb

100 Mb

BAC/ Mesa

100 Mb

100 Mb

Brewer Middle School

100 Mb

Tech Center

Fine Arts

Service Provided by:

Trillion Partners, Inc.

20 Mb Internet into Tech Center and out to all Campuses.

WSISD District WAN Map 2010

100 Mb WAN w/Licensed Radios to each Campus.
20 Mb Dedicated Internet Access to the District.

APPENDIX C   **Program Definition**

Bilingual ESL

White Settlement Independent School District serves identified second language learners by implementing the State Bilingual/ESL Programs in grades PK-12. Technology education is an integral part of the core curriculum and allows the second language learners to acquire cognitive, linguistic and technological skills. Through the various implementations of technology, the learners will experience the connection between literacy, writing, and the acquisition of concepts in the Texas Essential Knowledge and Skills (TEKS).

Appropriate campuses allocate Bilingual/ESL funds to purchase software and/or hardware necessary to support the technology application and implementation of curriculum. The district's technology department provides support by ensuring the appropriate staff development and assistance is available for teachers and students.

Gifted & Talented Program

Gifted & Talented student integrate technology in all of the content areas: interdisciplinary studies, research fundamentals, and interactive products. The students are able to gather and organize information, develop products, and present research with integration of technology.

Special Programs

It is the goal of the Special Services Program to provide appropriate services to increase student achievement. The assistance of technology is a vital resource which increases, maintains, and improves functional and/or communicative capabilities of identified individuals.

State Compensatory Education Programs

Compensatory Education is defined in law as programs and/or services designed to supplement the regular education program for students in at risk situations. The purpose is to increase the academic achievement level and to reduce the drop out rate of these identified students. Throughout the district, identified campuses have initiated integrated learning programs to address the needs of these students.

PEIMS Support

The Public Education Information Management System, as mandated by TEA, encompasses all data requested and received by TEA about public education, including student demographics and academic performance, personnel, financial, and organizational information.

Data collected through the PEIMS electronic collection method, utilizing:

- ❑ A standard set of definitions, codes, formats, procedures and dates for the collection of data (Data Standards)
- ❑ Standard edit procedures
- ❑ An established database design
- ❑ A production system for formatting and loading data into TEA's enterprise database
- ❑ Written documentation describing the numeric and alphanumeric values stored in the database (Data Documentation)

School districts submit their data via standardized computer files, as defined by the PEIMS Data Standards.

The need for accurate data being reported via PEIMS has increased over the passed several years, at the federal and state levels, PEIMS data to determine funding and accountability.

APPENDIX D

Glossary

AESIT - database which disaggregates student academic data.

AM – Accelerated Math is a program that is used to assess a student's comprehension of math fundamentals. Based on the assessment results, the student is placed in a computer assisted education program.

AR – Accelerated Reader is a program that is used to test a student's comprehension of a book that is read by the student. The student earns points for correct answers.

CEI (Creative Education Institute)- a reading based program which focuses on phonemic awareness, phonics instruction, fluency instruction, vocabulary instruction, and text comprehension instruction.

CCC – (formerly, Computer Curriculum Corporation) electronic curriculum and assessment and student information management software program.

Destiny - increases information access and simplifies library resource management by developing, implementing and supporting an integrated suite of library automation and information literacy solutions.

Internet – A network of computers located around the world that are able to communicate with one another through telephone lines.

Intranet – An intranet exists at a local level, and consists of computers that connected by means of LANs.

LAN – Local Area Network is a network of computers that are connected through a series of cables. The computers have the ability to access files from other locations through the network. Local Area Networks are usually contained in one building.

Nova Net - computer-based and e-learning instruction, assessment, and accountability solutions software program

Skyward - Skyward's Financial System covers budgeting, payroll, billing and receivables, inventory, employee management, digitized signatures, insurance tracking and more. The Student Management System addresses everything pertaining to students, including transcripts, test scores, census/demographics, attendance, scheduling, graduation requirements, food services, discipline, lockers, health records, and activities.

WAN – Wide Area Network is a network of computers that are connected through a series of cables. The computers have the ability to access files from other locations through the network. Wide Area Networks usually connect several Local Area Networks together.

Student - Acceptable Use Policy / Internet Safety Information

The White Settlement Independent School District (WSISD) provides its students with a Wide Area Network (WAN), and Internet access necessary for the performance and fulfillment of curriculum requirements. Through this system, students will be able to communicate with other schools, colleges, organizations, and people around the world. Students will have access to numerous on-line, electronic information systems and networks.

It is important that you read the District policy, administrative regulations, and agreement and ask questions if you need help understanding the contents. Your network access is provided so that you may complete educational curriculum requirements in accordance with WSISD educational policies. The system is not intended for non-WSISD use.

Please note that the Internet is a network of many types of communication and information networks. WSISD utilizes a content filtering system to block and filter content for both minors and adults to certain text and visual depictions as required by The Children's Internet Protection Act (CIPA). It is possible that you may run across areas of adult content and some material you (or your parent/guardian) might find objectionable. While the District will take reasonable steps to restrict access to such material, it is not possible to absolutely prevent such access. It will be your responsibility to follow the rules for appropriate use.

Students are not provided e-mail services unless it is required by classroom curriculum. In these cases, the teacher will make all arrangements for the student's e-mail account. Student requiring e-mail services must follow the rules for appropriate use to maintain their e-mail account.

Inappropriate use of WSISD network resources can result in the loss of the privilege to use the educational tool.

Any connection to the Internet offers an opportunity for non-authorized users to view or access WSISD information. Therefore, it is important that all network connections be secure, controlled, and monitored.

Consequently, you should have no expectation of privacy while using WSISD-owned or WSISD-leased equipment. Information passing through or stored on WSISD equipment can and will be monitored. You should understand that WSISD maintains the right to monitor and review Internet, e-mail, and WAN use as necessary.

RULES FOR APPROPRIATE USE

The WAN, e-mail, and Internet connections of WSISD exist primarily to support education-related activities (e.g., classroom instruction, etc.)
In general, the support of WSISD network resources requires a consistent operating environment. A major component of this environment is the software configuration on each computer on the WSISD network. It is vitally important that the configuration on each computer be as consistent and static as possible. Any uncoordinated and/or unauthorized changes (e.g., by downloading software from the Internet) to one or more computer configurations can result in significantly degraded network performance. It is understood that new software requirements come up frequently in a school environment. The District will strive to meet all educational technology needs, provided they are coordinated with appropriate WSISD personnel.

Therefore, it is vitally important that you do not alter the configuration of a machine in any way, unless it has been coordinated and approved by WSISD staff.

PERMITTED USE

Use of network resources is restricted to educational purposes. Specific purpose and methods of use will be guided by state, district, and campus regulations and policies.

Students will be assigned an individual account.
You are responsible for the proper use of your personal network account. You must ensure that you do not share your ID and password with anyone else, regardless of circumstances.
You can be held responsible for the misuse of your ID by other individuals.

PROHIBITED USES

You are not authorized to use WSISD network resources for any personal, recreational, or malicious purposes. In general, improper uses of the WSISD WAN, e-mail, and Internet systems fall into three categories:

Copyright infringements or software licensing violations
Illegal activities
Degradation of abuse of network resources

Examples of improper use which fall into the above categories include, but are not limited to:

• Any illegal purpose.
• Any use of WSISD network systems and data other than what is required to meet your class/curriculum requirements.
• Any attempt or method to obtain another user's password (student or staff member), or a system password which has not been explicitly assigned to you for educational purposes.
• Any attempt to access, modify or manipulate WSISD network systems with the intention of degrading or prohibiting system access, compromising user or system passwords, or modifying or destroying data.
• Accessing or distributing materials which are offensive, abusive, sexually oriented, threatening, harassing, damaging to another's reputation, or illegal.
• Any activity or use which promotes discrimination on the basis of race, gender, national origin, age, marital status, sexual orientation, religion, or disability.
• Threatening or violent behavior
• Commercial messages.
• Posting personal information about yourself or others (such as addresses and phone numbers).
• Using someone else's network account (with or without permission).
• Abuse of WSISD network resources. Examples include, but are not limited to:
Physical defacement, damage or destruction of network resources
Excessive printing, particularly for personal needs
Misrepresenting yourself and the WSISD to others
Any activity which interferes with the ability of others to make effective use of WSISD network resources (e.g., playing internet games).
• Creation and/or distribution of software viruses.
• Gaining unauthorized access to restricted information or resources.
• Gambling.
• Forwarding e-mail chain letters.

- Spamming e-mail accounts from WSISD e-mail services or company machines.
- Downloading and/or installing of unauthorized and/or unlicensed software or files.
- Improper/unauthorized downloads include, but are not limited to:
    Pornographic material.
    Utilities, tools, and applications used to seek out system vulnerabilities and crack passwords.
    Media players.
    MP3 files.
    Music sharing clients, such as Napster, KaZaa, Morpheus, Gnutella, or any like program
    Web browser enhancements (Bonzai Buddy, Gator, etc.)
    Games of any kind.
    Instant messaging clients (AOL, MSN Messenger, Bonzai Buddy, etc.)
    Social Networking sites, such as Facebook, My Space, or Twitter
    Copyrighted material without permission from the copyright holder.
    Illegal/unlicensed software of any kind.

NOTE: Elementary (Pre Kindergarten through fourth grade) students will have limited and supervised Internet use and no email access.

Internet Safety Information for Students

http://ritter.tea.state.tx.us/imet/intersafe/students/index.html

The Internet is a powerful tool that should be used wisely. The Internet allows the student access to a vast library of previously unavailable resources, enables students to communicate with people from around the world, and provides a creative outlet for students skilled in writing, art, music, science, mathematics, and other topics. Students need to know that not all Internet information is valid or appropriate. Internet information may promote negative attitudes such as hate or intolerance. Sexual predators can easily hide their true identity and can try and convince young people to trust them. Explicit material or violent images can affect you negatively.

Students should maximize the Internet's potential while protecting themselves from potential abuse. The critical-thinking skills students learn in school should be transferred to Internet use taking special care to analyze and scrutinize everything that is read, heard and seen online. Students should take nothing for granted and understand that everyone they come in contact with virtually may not be who or what they proclaim. Know what to do and who to ask for help when a student encounters a person or site on the internet that is offensive or threatening. Be a responsible citizen, report harmful or illegal Internet communications and activities to Internet Service Providers and local law enforcement authorities.

Internet Safety Information for Parents

http://ritter.tea.state.tx.us/imet/intersafe/parents/index.html

The Internet is a valuable learning, communication, and entertainment provider. A child's Internet use should be based on age and the family's needs and values. The Internet can help with research and homework; facilitate easy communications with family members and friends. Although the Internet can be educational and entertaining, children should spend time offline. Appropriate Internet activities for children should be age related. Teenage activities may not be appropriate for a young child.

Parents must understand potential Internet dangers and prepare their children, just as they prepare them for going to the playground or crossing the street. The Internet contains inappropriate information for

children, such as pornography, hate literature, aggressive advertising and violent images. Internet communication often is anonymous, especially in chat rooms or blogs. A sexual predator may pose as a friend to lure a child away from his or her family's protection. Cyber bullies may target a child for harassment.

Parents can provide the best protection for their children and help reinforce the principles learned in the classroom. Families should reach agreements about acceptable Internet activity and content. Parents should read about and know how to respond to Internet risks. They can stay informed by signing up for a family Internet safety newsletter from resources linked on this site. Parents should talk with their children about safe and appropriate web sites and activities. Although children should be encouraged to report anything they feel uneasy about, if parents overreact, children will be less likely to confide in them the next time. The family should create rules about what children can and cannot do while online. Posting the agreements near the computer will ensure children see them often.

Monitoring is crucial. Parents should know where their children go online, how long they stay there and the warning signs that something is wrong. Computers should be placed in family areas as opposed to bedrooms; however, be aware that instant messaging devices, cell phones, and wireless computers may allow children to get online anywhere. When young children first begin going online, parents should work closely with them and talk about Internet safety at an early age. Filters are helpful but not fail proof. Be aware of circumventor sites, which allow users to get around filtering software controls. Parents should seek training to learn different methods of monitoring your child's Internet use and consistently check history, bookmarks and favorites. Recognize the warning signs of when a child might be in trouble, doing something they should not be doing, or spending too much time on the Internet. Report any problems to the Internet Service Provider and local law enforcement. Some Internet activities are not only dangerous but illegal. As the parent, be familiar with relevant laws.

APPENDIX F

COPYRIGHT COMPLIANCE GUIDELINES

A. Statement of District's Values

We at *White Settlement ISD* recognize and respect intellectual property rights and are committed to fulfilling our moral and legal obligations with respect to our use of copyright-protected works.

B. Statement of District's Obligations Regarding Copyright

As a matter of moral integrity and adherence to U.S. Copyright Law and Digital Millennium Copyright Act, *White Settlement ISD* sets forth these policies for all employees:

No employee of *White Settlement ISD* may reproduce any copyrighted work in print, video or digital form in violation of the law. Copyrighted works include, but are not limited to: printed articles from publications, TV and radio programs, videotapes, music performances, photographs, training materials, manuals, documentation, software programs, databases and World Wide Web pages. Works are considered protected even if they are not registered with the U.S. Copyright Office and even if they do not carry the copyright symbol (©). In general, the laws that apply to printed materials also apply to visual and digital formats such as diskettes, CD-ROMs and Internet websites.

Any WSISD employee who is uncertain as to whether reproducing or using copyrighted material complies with the district's obligations or is permissible under the law should contact the Executive Director of Technology. The district cannot be responsible for any violations of the copyright law by its employees.

References:

WSISD Board Policy EFE (LEGAL & LOCAL),
http://www.tasb.org/policy/pol/private/220920/

District's agent designee: Chris Malone, Director of Technology, cmalone@wsisd.net, 817-367-5369.

White Settlement ISD web site: www.wsisd.com

District Technology Committee Approved: 12/09/2004

APPENDIX G

Purpose of document: To assist districts in aligning their technology Plan with ePlan's requirements for E-Rate , "No Child Left Behind", and LRPT.

Description of document: Two tables.
- **First Table is a listing of the requirements of E-Rate and NCLFB with a possible "keyword".**
- **Second Table is that chart sorted by keyword.**

E-Rate and NCLB Requirements

KEYWORD	CODE	REQUIREMENT
Academic Achievement Telecommunications Resources	ERO1	The plan must establish clear goals and a realistic strategy for using telecommunications and information technology to improve education or library services.
Staff development plan	ERO2	The plan must have a professional development strategy to ensure that staff know how to use these new technologies to improve education or library services.
Needs Assessment Telecommunications Hardware	ER03	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 N
Budget	ERO4	The plan must provide for a sufficient budget to acquire and support the non discounted elements of the plan: the hardware, software, professional development, and other services that will be needed to implement the strategy
Evaluation	ERO5	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.
Academic Achievement	NO1	**Strategies for improving academic achievement and teacher effectiveness** To improve: • the academic achievement, including technology literacy, of all students. • the capacity of all teachers to integrate technology effectively into curriculum and instruction.
Academic Achievement State Academic content	NO2	**Goals for using advanced technology** • aligned with challenging State academic content and student academic achievement standards • to improve student academic achievement
Access Integrate	NO3	**Steps to increase accessibility** To ensure that: • all students and teachers have increased access to technology. • teachers are prepared to integrate technology effectively into curricula
Integrate Staff Development	NO4a	**Promotion of curricula and teaching strategies that integrate technology** • Will identify and promote curricula and teaching strategies that integrate technology effectively into curricula and instruction, based on a review of relevant research and leading to improvements in student academic achievement.
Staff Development Plan	NO4b	**Professional development** Provide ongoing, sustained and intensive, high quality professional development for: • teachers, principals, administrators, and school library media personnel to further the effective use of technology in the classroom or library media

Budget Hardware	N05	**Technology type and costs** • Description of type and costs of technology to be acquired with Ed Tech funds, including provisions for interoperability of components of such technology.
Coordinate funds	N06	**Coordination with other resources** • LEA's plan for coordinating activities funded through the Ed Tech program with technology-related activities supported with funds from other sources.
Integrate	N07	**Integration of technology with curricula and instruction** How the applicant will: • integrate technology (including software and electronically delivered learning materials) into curricula and instruction, and utilize a timeline for this integration.
Innovative strategies Distance learning	N08	**Innovative delivery strategies** Will encourage: • the development and use of innovative strategies for the delivery of specialized or rigorous courses and curricula through the use of technology, including distance learning technologies, particularly in areas that would not otherwise have access to such courses or curricula due to geographical distances or insufficient resources.
Parental involvement	N09	**Parental involvement** Will use technology effectively to: • promote parental involvement. • increase communication with parents, including a description of how parents will be informed of the technology used.
Adult Literacy	N10	**Collaboration with adult literacy service providers** • Description of how the program will be developed, where applicable, in collaboration with adult literacy service providers.
Evaluation	N11	**Accountability measures** Process and accountability measures that evaluate the extent to which activities are effective in: • integrating technology into curricula and instruction. • increasing the ability of teachers to teach. • enabling students to reach challenging State academic content and student academic achievement standards.
Resources	N12	**Supporting resources** • Supporting resources, such as services, software, other electronically delivered learning materials, and print resources, that will be acquired to ensure successful and effective uses of technology.

Texas Long Range Plan for Technology Strategies

KEYWORD	CODE	REQUIREMENT
Tech Planning	AS01	Integrate planning for technology into all classroom, library, campus, and district planning
Data	AS02	Integrate the examination and analysis of data to support sound decision-making focused on student success
Management and Administration	AS03	Integrate technology into instructional management and administration
Community	AS04	Initiate and implement policies regarding parental and community access to personnel and other non-secured data through technology
Community Data Access	AS05	Expand community access to school information through technology.
Community Facilities	AS06	Establish policies to encourage expanded use of school facilities, including the library facility
Community Coordinate resources	AS07	Coordinate school and community resources for technology
Tech Assistance Tech Support	AS08	Maintain client-centered district technical assistance and support for the integration of technology into teaching and learning and school operations
Professional Development Budget	EP01	Allocate at least 30 percent of technology budget for professional development
Curriculum	EP02	Vertically align the Technology Application Texas Essential Knowledge and Skills (TEKS)
Professional Development Integrate	EP03	Provide professional development for integrating Technology Applications into all other **TEKS**
Professional Development	EP04	Include creation of core curriculum, student-centered, multimedia projects in educator professional development content
Integrate	EP05	Provide opportunities, incentives, and support for educators to develop model practices in the integration of teaching, learning, and technology
Library Access	EP06	Support flexible access to the library so that research skills using technology can be used at point of need
Professional Development Data Analysis	EP07	Provide training in data examination and analysis through technology to support sound decision-making
Professional Development Provide	EP08	Provide and assess professional development for integrating technology into teaching and learning, instructional management, and administration
Professional Development Standards	EP09	Provide professional development using standards set by the State Board of Educator Certification
Leadership	EP10	Model administrative leadership in the support of teacher-librarian collaboration and the use of technology tools
Professional Development Distance Learning	EP11	Offer professional development to educators by distance learning, distributed learning, and
Professional Development Models	EP12	Use a variety of professional development models including distributed, just-in-time* professional development for all educators
Tech Planning	EP13	Integrate technology planning into all classroom, library, campus, and

Long-Range Technology Plan

White Settlement ISD

		district plans
Community	EP14	Include communities in the planning for the integration of teaching, learning, and technology
Tech Planning	I01	Integrate planning for technology into all classrooms, libraries, and campus and district planning (TEC 11.252)
Infrastructure Access	I02	Design, install, and maintain a technology and telecommunications infrastructure for communications and service to ensure equitable access for all campuses and the community
Budget	I03	Investigate multiple financial arrangements for securing and maintaining workstations, infrastructure and other technologies
Access Student	I04	Meet the technology equipment target of a student to workstation* ratio of 4:1
Access Student	I05	Meet the technology equipment target of a student to-workstation* ratio of 1:1 to ensure that access is available as appropriate. Provide on demand access for every student to workstations* and/or the best available technologies
Access Teacher	I06	Meet the technology equipment target of all professional educational staff to a workstation ratio of 1:1 to ensure that access is available as appropriate. Provide a dedicated workstation* to every educator
Access Library, Office, Disabled	I07	Provide access to appropriately configured workstations and computer workstations to all students and staff in libraries, school offices, and in other work areas, ensuring accessibility for disabled students and staff as required by the ADA
Tech Planning	I08	Integrate planning for technology into all classrooms, libraries, campus and district planning (TEC 11.252)
Tech Planning Community	I09	Build community support through collaborative planning, education, public information, and other means
Access Internet	I10	Continue to provide high-speed access to the Internet for students and staff
Community Partnerships	I11	Seek strategic partnerships with public and private entities
Funding	I12	Seek external funding for the technology infrastructure
State technology	I13	Commit to participate in the comprehensive state technology system
Hardware Replacement	I14	Replace or reposition obsolete technology and infrastructure on a scheduled basis to ensure maximum efficiency and use
Community Telecommunications	I15	Provide and maintain an infrastructure for communications with parents and community members, including access to school news, educational resources, data, and personnel
Academic Achievement Community involvement	TL01	Develop strategies for students to improve academic achievement to meet the TEKS in the district, and encourage participation of the community through digital content services
Student Proficiency	TL02	Ensure the achievement of students' technology proficiencies according to the benchmarks for Technology Applications TEKS
Professional Staff Development	TL03	Provide staff development for teachers, librarians, principals, and administrators that aligns with SBEC Technology Applications standards and supports federal legislation

Student centered learning	TL04	Support the transformation of the teaching process by promoting student-centered learning within communities of inquiry to include business and industry
Use technology	TL05	Support the teacher's and librarian's use of evolving technologies for greater levels of collaboration, inquiry, analysis, creativity and content production
Internet	TL06	Provide students with opportunities to work collaboratively in communities of inquiry to solve problems and communicate with a variety of audiences
Academic Achievement	TL07	Improve academic achievement across the curriculum through technology
Integrate	TL08	Integrate technology into teaching and learning in all areas
Campus Technology Planning	TL09	Integrate ongoing planning for technology into all classrooms and libraries on each campus
Infrastructure	TL10	Ensure accessibility by all students to technology-based instruction and to adaptive/assistive devices, training and support, as appropriate
Student data use for planning	TL11	Use student performance data and curriculum materials that are provided and managed electronically in instructional planning
Reporting student tech proficiency	TL12	Pilot assessment of models for reporting the extent to which students meet the technology proficiencies in the TEKS
Appraisal system	TL13	Incorporate technology use into the teacher and librarian appraisal system, where appropriate
Student Proficiency Star Chart	TL14	Assess and report the extent to which students meet technology proficiencies in the TEKS in the annual Texas STaR Chart Campus submission
Teacher and Student Proficiency	TL15	Incorporate expectations for educators' and students' technology proficiencies into the Texas STaR Chart, Focus Areas and Levels of Progress. Use the Texas School Library Standards to help students become information literate
Needs of all students	TL16	Use distance learning and digital content services for expanding curricular offerings and meeting the needs of all students
Community	TL17	Use distance learning and digital content services to provide educational services and information about education to parents and other community members
Access	TL18	Provide on-demand access by staff and students to the best available technologies, including digital content in classrooms, libraries, and other appropriate sites
Community	TL19	Identify and communicate the best technology practices to the community
Incentives	TL20	Provide incentives for using new effective models, tools, and resources for teaching and learning
Community Access	TL21	Provide parents and other community members access to the infrastructure for educational resources