

DISTRICT TECHNOLOGY PLAN

DISTRICT NAME Russell Independent Schools

LOCATION Russell, KY

PLAN YEAR(S) 2021-2022



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Planning Team

District Staff	
Greta Casto	CIO
Sam Malone	District Technician
James McCracken	District Technician
Building Staff	
Robin Clay	RHS LMS
Mark Casto	Counselor
Additional District Contributors	
Sean M. Horne	Superintendent
Dennis Chambers	Finance Officer
Students	
Casey Malone	Middle School Student
Delaney Hetzer	High School Student
Other	
John Jones	Board of Education
Mary Baird	Community Member

Previous Year's Strategies Evaluation

In this section include a discussion of the previous year's strategies using the prompts below. Attempt to limit your narrative to the space provided.

What strategies from last year went well? In the 2020-2021. Russell Independent Technology Plan, we are currently working toward or have met all goals. BYOD continues, successfully. Chrome device implementation is being concentrated in Russell McDowell Intermediate School. The rest of our schools implemented both iPads and Chromebooks. Each teacher is also utilizing an iPod to ensure that they have a mobile document camera. Many of the goals of the 20-21 plan are on-going, and are included again in this plan. Our phone replacement has been postponed but will be paid for this year with ESSER.

Goals that were not met or didn't have the expected outcomes?

Because of COVID, the focus on the phone system was again postponed.

Which strategies are dropping off the plan because you've met them or they aren't relevant now ?

Needs that emerged after evaluation of the previous year's strategies?

Further streamlining of our MDM remains a need and a focus. There was much tweaking throughout our hybrid instruction this year, and we will evaluate our surveys to make further modifications over the summer.

Upcoming Year's Strategies Preview

If this is the first year of a multi-year plan, this section acts more like an executive summary of the plan as a whole. If this is the second or third year of a multi-year plan then aim your discussion to any new strategies or adjustments you are planning for this year.

[See [Technology Planning section of KETS Master Plan](#) for more information]

How did you and the planning team decide on the strategies and/or adjustments for this plan?

Our committee always has worked from a "wish list" alongside the current needs of the district/schools/and individual classrooms. This wishlist and needs list is derived from both survey as well as analysis of our ticket system and Google/Clever Analytics. With special funding from federal relief funds, we were able to address much of what was on our wish list, as well as the needs. Everyone's goal has been 1:1 for our students, and we have that as our number one priority with this plan. In addition, we have made this plan with a refresh schedule in mind that is attainable. It is also allowing us to replace our aging phone system. We are utilizing our eRate funding to its fullest potential to replace our wireless system and expand it in areas where there is insufficient service currently.

Briefly discuss the major activities slated for implementation and how these activities will advance curriculum and instruction integration, student technology literacy, professional development, & technology infrastructure.

In addition to that stated above, we are working on strengthening our digital learning and delivery, even though we will not be offering a virtual learning option next year. Our presentation devices will be upgraded as the relief monies allow, and teachers will continue to be trained in district wide technology implementation initiatives. We did a huge push for our digital initiatives last year, and have a great foundation in place upon which to continue to build.



Student Voice

Personalized student learning allows students to develop deeper learning competencies including critical thinking, using knowledge and information to solve complex problems, collaboration, and communication. Capturing student input about their access to opportunities that build these competencies is key to effective technology planning. Please answer the questions in the space provided below.

Do you currently have a method to collect student responses about the digital learning environment? If so, which tool (ex: BrightBytes, Speak Up, survey created by you or the district, other)?

No

If you have a method to collect student voice for this purpose, reference specific data points from the collection that were useful in developing strategies for this new plan.

We did not do a student voice survey this year. We plan to do a student voice survey at the beginning of 2021-2022.

KETS Master Plan Areas of Emphasis

Connected to the Future Ready Framework

The Future Ready Framework identifies seven Gears to assist districts in developing a roadmap for student success through personalized student learning and collaborative leadership. The KETS Master Plan has identified 37 Areas of Emphasis connected to the Future Ready Framework and are categorized as either *1) Areas of Acceleration (AA)* or *2) Areas of Improvement (AI)*. The “areas of acceleration” are considered big wins, successes, and major milestones of the KETS are identified for continuation work. The “areas of improvement” address emerging areas based upon growth or decline metrics, research, needs assessments, and reporting by Kentucky school districts.

Use the Areas of Emphasis and Future Ready Framework as a lens to analyze current trends, initiatives, needs and goals of your district. Link the work of this new plan identified by your planning team to the Gears and Areas of Emphasis of the KETS Master Plan on the following pages. There is no expectation to address all 36 Areas of Emphasis of the KETS Master Plan. Any strategy that involves Erate, please include in the Budget & Resources gear. If your district has lease agreements (i.e.; device, fiber, etc.), be prepared to reference the quantity during the final submission process.



Robust Infrastructure & Ecosystem

Future Ready Gear

KETS GUIDING PRINCIPLE – A robust infrastructure is one that delivers the device, network and support needs of staff and students to create personalized learning environments using digital tools and resources.

Areas of Emphasis: Areas of Acceleration (AA)  /Areas of Improvement (AI) 

 AA-1	Continue to provide nation’s first, fastest, highest quality, and most reliable internet access to 100% of Kentucky’s public schools
 AA-2	Continue to ensure equity and standardization for delivery of device, network, data and support creating best in class staff and student digital experiences AND provide a system of shared/brokered/managed services maintaining low infrastructure costs and providing support structures promoting the use of personalized learning environments
 AA-3	Continue to create a culture of digital connectedness through all- the-time, everywhere, always on digital opportunity and access with emphasis on dense Wi-Fi throughout schools <i>(also including home access, Wi-Fi buses, school and classroom Wi-Fi, etc.)</i>
 AA-4	Continue to encourage the use of instructional programs and administrative processes requiring cloud-based services
 AI-1	Improve ease of access for students and staff through continued progress toward 1:1 student to computer ratio utilizing increased amounts of mobile devices <i>(fewer traditional computer labs)</i>

KETS AA or AI	Strategy	Person(s) Involved	Anticipated Timeframe	Anticipated Funding Source	Anticipated Funding Amount	How will you know this is successful? (including metrics)
AA-2	Continue to support wireless infrastructure and work towards saturation.	CIO, Network Admin, Vendor Partner	Ongoing	Erate KETS General Fund	To be determined	KETSview logs Wireless usage logs
AA-2	Replace Network switches as needed	CIO, Network Admin, Vendor Partner	Ongoing	Erate KETS General Fund	To be determined	The new equipment will provide a stronger and more secure network
AA-2	Replace/install UPS battery backups as needed	CIO, Network Admin, Vendor Partner	Ongoing	Erate KETS General Fund	To be determined	Provides protection of our networking equipment, provides a safe way for the equipment to power down and back up after power outages. We will have fewer network outages and loss of configuration due to forced shutdowns during power outages or surges.
AA-2	Continue to repair, update, expand servers, routers, and other networking equipment as needed.	CIO, Vendor Partner	Ongoing	Erate KETS General Fund-	To be determined	New equipment will provide a stronger, reliable and more secure network
AI-1	Track and analyze data from Spiceworks ticketing system to improve stakeholder service.	CIO, Network Admin, District Technicians	Ongoing	KETS, PSC	\$500	Monitor reports from Technology Requests as posted in the Spiceworks system to chart progress.
AI-1	Identify and upgrade all devices. Devices that can not be upgraded will be	CIO Finance Officer	Ongoing	KETS	To be determined	KDE EPO Report District Digital Readiness Survey

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School District

	converted to Chrome devices or surplusd.					
AA-4	Support a safe and monitored school environment.	CIO, Network Admin, Maintenance Director	Ongoing	General Fund Safe Schools	To be determined	Safe Schools Report
AI-1	Continue to Improve ease of access for students and staff through continued progress toward 1:1 student to computer ratio utilizing increased amounts of mobile devices.	CIO, Network Admin, Principals, Finance Officer	Ongoing	KETS Title I Grant Funds General Fund	To be determined	Improve student to computer ratio
AA-4	Continue to encourage the use of instructional programs and administrative processes requiring cloud-based services.	CIO, Network Admin	Ongoing	KETS General Fund	To be determined	Google Analytics Clever Analytics
AA-3	Provide Internet access opportunities to students who do not have high quality access at home.	CIO, Network Admin	Ongoing	KETS ESSER Funds General Fund	To be determined	Home Access Survey Online Registration Teacher Referral FRYSC Referral Community Agencies



Data Security, Safety & Privacy

Future Ready Gear

KETS GUIDING PRINCIPLE – Security, safety and privacy of student data is a cornerstone of digital learning. Policies and procedures are enacted at the state, district and school levels that work in conjunction for this purpose. Student data are then utilized by data fluent educators for improved decision-making leading to increased learning for students.

Areas of Emphasis: Areas of Acceleration (AA)  /Areas of Improvement (AI) 

 AA-1	Continue to support districts in securely accessing and managing key student and administrative data sets through improved user experiences, refined data collection processes, continuously updated policies and practices regarding student data security, and timely access to data sets that improve the depth and efficiency of student learning (<i>Infinite Campus, Early Warning, MUNIS, eTranscripts, School Report Card</i>)
 AA-2	Continue to identify key aspects of data security regularly to build upon the current systems, procedures and policies to remain a leader in mitigating emerging threats (<i>acceptable use policies, firewall updates, data privacy studies, digital citizenship, content filtering</i>)
 AA-3	Continue to utilize adoption metrics or trending data for planning purposes that allow EdTech leaders to identify what’s working and what’s not working based upon data quality and evaluate current systems and solutions to determine effectiveness and future direction (<i>annual auditors, TELL survey, Technology Activity Report, Digital Readiness, Data Quality Study, Data Quality Campaign, BrightBytes, SpeakUp</i>)
 AA-4	Continue to migrate key administrative and student data sets to secure cloud-based services that allow anywhere, anytime secure access for the improvement of student learning (<i>Infinite Campus, Early Warning, School Report Card, MUNIS</i>)
 AA-5	Continue supporting teacher efforts in taking ownership of digital citizenship skills and education their student in the same skills to foster a secure digital learning environment
 AI-1	Educate and support districts in the importance of personnel with duties related to student/staff data quality, security and privacy as well as bringing data privacy to the “radar screen” of teachers/staff (<i>The People Side of EdTech</i>)
 AI-2	Kentucky K-12 Data systems are first-class but we need to do much better with district using the data available to them as well as providing visual data analytic tools allowing the data to be better understood and more interesting to the average person who does not have a technology and data background

KETS AA or AI	Strategy	Person(s) Involved	Anticipated Timeframe	Anticipated Funding Source	Anticipated Funding Amount	How will you know this is successful? (including metrics)
AA-5	Continue digital citizenship education in K-12 classes	CIO, STEM Specialists, Library Media Specialists, School Counselors	Ongoing	None	\$0	Digital Driver's License Reports Lesson plans School Reports
AA-3	Continue to use surveys of stakeholders and use results to develop a plan for improvement of resources and services	District Admin staff	Annually	Provided by State	\$0	Tell Survey, Student voice, Technology Activity Report, Digital Readiness Survey
AI-1	Recurring confidentiality training to include data security and privacy.	District Admin Staff	Annually	General Fund	\$0	Staff Meeting Agendas
AA-2	Regularly monitor and modify as needed Lightspeed and Lightspeed Relay policies to enable effective instruction and mitigate emerging threats.	CIO Network Admin	Ongoing	No Cost to District	\$0	Lightspeed logs



Budget & Resources

Future Ready Gear

KETS GUIDING PRINCIPLE – The Master Plan, as well as district and school technology plans, are aligned to the vision of 21st century skills for students and staff. Revenue streams are aligned to account for the recurring and nonrecurring total cost of ownership to support the 21st century learning environment in a manner that reflects good stewardship of tax dollars to include devices, infrastructure, support, data and human services.

Areas of Emphasis: Areas of Acceleration (AA)  / Areas of Improvement (AI) 

 AA-1	Continue to maximize local and state education technology expenditures through a system of shared/brokered/managed services
 AA-2	Continue use of long-term planning strategies that allow for continuity of initiatives and systems (<i>ex. Accounting for cost of ownership over the lifespan of equipment so monies are allocated for repairs/upgrades</i>)
 AA-3	Continue to leverage all available state and federal funding opportunities to address required basic cost of living increases, previous budget cuts of basic services, projected growth by districts (<i>e.g. Internet consumption</i>) while maximizing education technology programs and initiatives (<i>Technology Need, E-rate</i>)
 AA-4	Continue to migrate key administrative and student data sets to secure cloud-based services that allow anywhere, anytime secure access for the improvement of student learning (<i>Infinite Campus, Early Warning, School Report Card, MUNIS</i>)
 AA-5	Continue supporting teacher efforts in taking ownership of digital citizenship skills and education their student in the same skills to foster a secure digital learning environment
 AI-1	Make districts aware of position/roles requiring technology-related duties in support of technology and instruction (<i>The People side of K-12 EdTech</i>)
 AI-2	Make districts aware of how to reduce expenditures on printing/print services (<i>both in consolidated contract pricing as well as shifting from paper to digital experiences</i>)
 AI-3	Evaluate the need and explore new contracts that drive costs down for statewide summative online assessment, learning management systems, printing services and interim based assessments
 AI-4	See an increased percentage of districts examining which education technology investments are or are not being maximized

KETS AA or AI	Strategy	Person(s) Involved	Anticipated Timeframe	Anticipated Funding Source	Anticipated Funding Amount	How will you know this is successful? (including metrics)
AA-2	Plan and budget accordingly to upgrade/replace/refresh staff and student devices Primary focus 1:1 6-12	CIO Superintendent Finance Officer	Annually	KETS PSC General Fund *Emergency Connectivity Fund	To be determined	Digital Readiness Survey Technology Activity Report School Report Card
AA-3	Apply for E-rate funds as eligibility and budget allow.	CIO Finance Officer Superintendent	Annually	USAC KETS General Fund	To be determined	USAC Application Approval
AI-1	Continual evaluation of staff allocations to support district technology initiatives. *Replace Network Admin Position	District Admin team	Ongoing	General Fund	To be determined	The ratio of devices to technicians The ratio of students to Digital Learning Coaches Alignment with KDE recommendations for technology staff
AI-2	Continue evaluation of printing/print services and investigate methods to reduce expenditures	CIO Finance Officer Principals	Ongoing	General Fund	To be determined	Review printing services contracts TAR Report
AA-2	Evaluate and refresh interactive classroom equipment to allow for continuity of instructional initiatives of the district. (emphasis on interactive boards)	District Leadership	Ongoing	ESSER SBDM Funds PTA/O Funds KETS General Funds	To be determined	Data from the Digital Readiness Report History of Device from Spiceworks
AI-1	Provide staff to adequately fill technology support roles	BOE District	Ongoing	General Fund KETS	To be determined	KDE People Side of Technology Document

	and services in instructional and technical areas (DLC, STLP, IT Staff, etc...)	Leadership				
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Partnerships

Future Ready Gear

KETS GUIDING PRINCIPLE – Connecting students and educators to the local and global community is a key factor to student success. The Master Plan will continue to provide opportunities for trusted relationships to build those connections as well as increase communication and transparency with shareholders, including families, districts, vendors, regional education collaboratives, postsecondary institutions and business/industry, in support of student learning and preparation beyond K-12.

Areas of Emphasis: Areas of Acceleration (AA)  /Areas of Improvement (AI) 

 AA-1	Continue to build trusted relationships with shareholders (families, districts, partners) that will reduce risk as well as increase transparency and communication (<i>districts, vendors, higher-education, regional cooperatives</i>)
 AA-2	Continue to utilize avenues of communication with shareholders allowing pertinent information and dialog to further student learning efforts (<i>Webcasts, BrightBytes, Technology Activity Report, KETS Service Desk, Office of Education Accountability studies, independent studies, etc.</i>)
 AA-3	Continue to utilize tools engaging postsecondary institutions, community members, districts and families in student learning and life after K-12 (<i>eTranscripts, School Report Card and Dashboard tool, Infinite Campus parent and student portal, KDE Open House, Digital Readiness Survey</i>)
 AI-1	Partner with postsecondary pre-service teacher and principal programs to provide support in candidate preparation
 AI-2	Encourage postsecondary institutions to host STLP events and /or more fully maximize the opportunity to showcase the university and its programs while students are on campus

KETS AA or AI	Strategy	Person(s) Involved	Anticipated Timeframe	Anticipated Funding Source	Anticipated Funding Amount	How will you know this is successful? (including metrics)
AA-1	Maintain a District website, mobile and social media presence.	District Admin Team	Ongoing	KETS General Fund	\$10,000	Data usage logs
AA-2	Work with local businesses or organizations to support student technology initiatives.	Educational Stakeholders	Ongoing	N/A	\$0	Reduction in overall non-participation numbers



Digital Curriculum, Instruction & Assessment

Future Ready Gear

KETS GUIDING PRINCIPLE – A digital learning experience is fostered by a teacher or coach with the use of rich digital instructional materials that are vetted to the rigor of Kentucky Academic Standards. A robust digital environment provides students with the opportunity to assess their own learning/progress.

Areas of Emphasis: Areas of Acceleration (AA)  /Areas of Improvement (AI) 

 AA-1	Continue to provide access to instruction digital content which further aligns to the Kentucky Digital Learning Guidelines
 AA-2	Continue providing opportunities for students to demonstrate learning connected to and through technology (<i>empowering students through technology with STLP, IT Academy, etc.</i>)
 AA-3	Continue to finalize and partner with Career and Technical Education (CTE) to promote Kentucky approved K-12 Computer Science Standards and Technology/Digital Literacy Content Standards (<i>based on International Society for Technology in Education standards</i>) for ALL students
 AA-4	Continue providing access to online assessment tools that allow teachers and administrators to assess student learning, provide timely feedback to students and make curriculum decisions (<i>online formative assessment tools, interim based assessments, and summative assessments</i>)
 AA-5	Continue to provide districts/classrooms access to digital instructional materials through an equitable of robust digital experience
 AI-1	Identify digital content and tools (curriculum, instruction and assessment) designed to have the highest impact and value (e.g. is the technology making or not making an instructional and learning difference?), including frequency of use by teachers and students
 AI-2	Create a closer connection with Career and Technical Education to expand information technology and computer science career pathway offerings specifically related to computer programming/coding and increase exams available through IT Academy
 AI-3	Play a vital role in implementation of summative online assessment and school report card and dashboard tool of the new assessment and accountability system

KETS AA or AI	Strategy	Person(s) Involved	Anticipated Timeframe	Anticipated Funding Source	Anticipated Funding Amount	How will you know this is successful? (including metrics)
AA-1	Sustain and expand mobile devices provided by the school. In addition, students will be allowed to utilize their own personal devices.	CIO Principals CFO	ongoing	KETS General PTA funding REEF	20,000.00	TAR Digital Readiness Survey
AA-2	Student Technology Leadership Program (STLP)	CIO School Coordinators	Ongoing	General Fund	\$10,000.00	STLP Competition Participation and Results
AA-3	Incorporate the new Library Media/Technology Standards for all students in STEM Class and Library Media Lessons	Principals LMSs CIO STEM Teachers	Ongoing	No Cost	No cost	Lesson Plans Classroom Evaluations/Walkthroughs Student Work
AA-3	Incorporate Computer Science Standards for all students K-12	Principals LMSs CIO STEM Teachers	Ongoing	No Cost	No cost	Lesson Plans Classroom Evaluations/Walkthroughs Student Work
AA-5	Google Workspace for Education will be utilized as a hybrid for online coursework	CIO STEM Specialists Library Media Specialists Google Certified Educators	Ongoing	General Fund	No Cost to the district	Track number of Google Certified Educators Google Admin Reports
AA-2	Device Neutral Assignments will be the focus of all professional development and classroom resource	District LMS CIO	ongoing	No Cost	No Cost	Lesson Plans Student Work

	assistance.					
AA-2	PD sessions will be offered to focus on student use of technology to collaborate, evaluate information, and gather information to increase student engagement in physical classrooms and during virtual instruction.	CIO, Classroom Teachers	Ongoing	No Cost	No Cost	Principal Walk throughs PD Attendance Reports
AI-3	Support the transition to online state summative assessments at elementary, middle, and high schools levels.	CIO, DTC, DAC, and School Principals	Ongoing	No Cost	No Cost	Successful testing sessions



Personalized Professional Learning

Future Ready Gear

KETS GUIDING PRINCIPLE – Digital learning expands the access to quality strategies and experiences for educators beyond the traditional methods of professional development. A culture of digital collaboration, workflow and relationships allows educators to build skill sets and instructional best practices with colleagues globally. This approach of increased access and flexibility for professional learning ultimately leads to greater success for students.

Areas of Emphasis: Areas of Acceleration (AA)  / Areas of Improvement (AI) 

 **AA-1** Continue building a culture of digital collaboration and connected digital relationships that allow administrators to support and encourage the use of digital tools by staff for professional learning

 **AI-1** Provide district with guidance and support to determine crucial learning needs of teachers resulting in more professional learning opportunities related to digital learning tools

KETS AA or AI	Strategy	Person(s) Involved	Anticipated Timeframe	Anticipated Funding Source	Anticipated Funding Amount	How will you know this is successful? (including metrics)
AA-1	Staff will be trained to utilize Google Workspace for Education to encourage digital collaboration.	District Admin Staff Teachers Digital Learning Coach	Ongoing	Title 1 General Fund	\$0	Track number of educators utilizing team drives. Lesson Plans incorporating collaborative use of Google Workspace for Education
AI-1	Staff will be trained on and encouraged to certify in various micro-credential programs related to technology.	District Admin Staff Teachers Digital Learning Coach	Ongoing	Title I General Fund	To be determined	Track number of educators receiving micro-credentials.

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AI-1	Provide district with guidance and support to determine crucial learning needs of teachers resulting in more professional learning opportunities related to digital learning tools regarding our streamlined virtual instruction protocol/tools	CIO, Principals, CAO Digital Learning Coach	Ongoing	No Cost to District	No Cost To District	Google Analytics, PD Evaluations, Clever Analytics, Virtual Learning Participation
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Use of Space & Time

Future Ready Gear

KETS GUIDING PRINCIPLE – The personalized learning environment for students requires reimagining the use of school space and time. Virtual instruction, cloud-based learning tools, digital instructional material, digital collaboration, digital workflows and digital relationships, etc., assist in providing the vehicle for anywhere, anytime learning.

Areas of Emphasis: Areas of Acceleration (AA)  /Areas of Improvement (AI) 



AA-1

Continue to provide guidance, support and resources for districts in the development and application of high quality online/virtual coursework as well as implementation of learning management systems



AI-1

Educate and support districts in the implementation and facilitation of digital learning tools and portable technologies that foster anywhere, anytime access for staff and students

KETS AA or AI	Strategy	Person(s) Involved	Anticipated Timeframe	Anticipated Funding Source	Anticipated Funding Amount	How will you know this is successful? (including metrics)
AA-1	Encourage the use of Google Classroom and other online tools to deliver high quality instruction.	ALL	Ongoing	N/A	\$0	Google Admin console Lightspeed logs
AI-1	Educate and support teachers and parents in the implementation of digital learning tools and portable technologies that foster anywhere, anytime access for staff and students.	All	Ongoing	To be determined	To be determined	Google Logs Parent Surveys