DISTRICT TECHNOLOGY PLAN

COVER PAGE

District	**Brookhaven School District**
Interim Superintendent	**Stephanie Henderson**
Technology Coordinator	**Mandy Laiche**
Mailing Address	**326 East Court St.** **Brookhaven, MS 39601**
Phone	**601-833-6661**
Fax	**601-833-4154**
Technology Coordinator's Email	**mlaiche@brookhaven.k12.ms.us**
District Home Page (URL)	**www.brookhaven.k12.ms.us**

Technology Plan Submission Contact Information

Please have the person responsible for the submission of your district's technology plan to complete the following information. It is imperative that your district's plan be submitted before the deadline of **February 8, 2013**, and that it reflects accurate information.

Name of School District Personnel Responsible for Plan Submission	**Mandy Laiche** **Director of Technology**
Address	**326 East Court St.**
City, State, Zip	**Brookhaven, MS 39601**
Telephone Number	**601-833-6661**
Fax Number	**601-833-4154**
Email Address	**mlaiche@brookhaven.k12.ms.us**

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DISTRICT PROFILE

DISTRICT NAME: Brookhaven School District	
ACCREDITATION LEVEL	Accredited
NUMBER OF SCHOOLS IN DISTRICT	6
NUMBER OF STUDENTS ENROLLED	2,976
PERCENT OF STUDENTS ELIGIBLE FOR FREE/REDUCED LUNCH	77.2%
NUMBER OF STUDENTS ELIGIBLE FOR ESL (ENGLISH AS A SECOND LANGUAGE) SERVICES	16
NUMBER OF DROP-OUTS	9
GRADUATION RATE	77.4
DISTRICT E-RATE DISCOUNT	86%
SUBJECT AREA(S) AND GRADE LEVEL(S) OF GREATEST ACADEMIC NEED ACCORDING TO THE LATEST DISTRICT ASSESSMENT	K-2 Reading & Math 3-4 Reading 9-12 Algebra I 9-12 English II

DISTRICT TECHNOLOGY COMMITTEE

Member	Title	Contact Information
Mandy Laiche	Director of Technology	mlaiche@brookhaven.k12.ms.us
Susan Cochran	Business Manager	scochran@brookhaven.k12.ms.us
Danny Rushing	Director of Federal Programs	drushing@brookhaven.k12.ms.us
Stephanie Henderson	Interim Superintendent	shenderson@brookhaven.k12.ms.us
Jessica Dowd	Instructional Technologist	jessica.dowd@brookhaven.k12.ms.us
Rob McCreary	Principal	rob.mccreary@brookhaven.k12.ms.us
Rod Henderson	Principal	rod.henderson@brookhaven.k12.ms.us
Bridgette Gilmore	Teacher	bridgette.gilmore@brookhaven.k12.ms.us
John Shannon	Student	jshan0626@icloud.com
Cheyenne Boyte	Student	cheyboy@gmail.com
Countess Thompson	Parent	countessthompson@ymail.com
Celeste Williamson	Parent	celeste.williamson@colin.edu
Carey Williamson	Community Business Leader	carey.williamson@colin.edu

BACKGROUND

Brookhaven School District Technology Department has continued to grow due to funds via ARRA, E2T2 and School Improvement. This influx of equipment requires immediate attention to teacher training, hardware, software, infrastructure, and bandwidth. The Director of Technology and staff have been committed to providing the technical assistance needed for students and staff and also building and maintaining the infrastructure of the Brookhaven School District to a network that will support the goals of our district.

While a solid foundation for educational technology has been established, it is time for determining the next steps through the updated Brookhaven School District Technology Plan. The focus of this document is improving the district through the proper use and integration of educational technology.

Brookhaven School District has an active technology committee comprised of teachers, school administrators, central office administrators, teachers, and parents. Meetings are scheduled and communications are exchanged regularly between members. In order to prepare an effective 2013-2016 technology plan, members studied the current plan goals to determine what had been accomplished, what should be continued, and what should be added to the new plan. Several other sources of data were also evaluated to assess our technological needs and goals.

VISION STATEMENT

In Brookhaven School District, we view technology as an effective tool for learning in today's world. We believe that infusing technology into classroom instruction will create students who are not only technology literate, but also engaged in the learning process and academically competitive. Students and staff at BSD must have amplified knowledge of technology and its impact on their future. We must increase the use of technology in every aspect of the district in an effort to create learners who have the skills and knowledge necessary to become valuable members of society. We will empower our students and staff to excel in technology literacy and promote life-long learning.

The Brookhaven School District vision for technology includes:
- Providing hardware, software and network services
- Actively supporting implementation of technology resources in curriculum
- On-going professional development for staff in the use and integration of technology
- Applying technology to improve and develop new instructional delivery methods
- Using technology to improve administration, support decision-making, create more effective communications, and increase overall success of the district

MISSION STATEMENT

It takes a deliberate and careful design to effectively integrate technology in education. In order to fulfill our vision, the Brookhaven School District has assumed the responsibility for producing the following members of the learning community:

- <u>Students</u> who are prepared to function in a technologically advanced society. Students will be guaranteed multiple opportunities to utilize technology as an integral part of education.
- <u>Teachers</u> who integrate technology throughout the curriculum based on specific student needs and learning styles to ensure all students learn. They function as coaches, mentors, advocates, and managers of information. Teachers will acquire the knowledge and skills necessary to integrate technology into their curriculum and address students' specific needs, developmental levels and learning styles.
- <u>Administrators</u> who function effectively and efficiently in data management allowing more time and resources to be focused on student education.

Technology will enable school administrators to communicate more efficiently with the entire learning community.

EXECUTIVE SUMMARY

Brookhaven School District has developed a plan for the acquisition and implementation of educational technology for the years 2013-2016. This Technology Plan considers both the needs of the District and potential funding sources. The 2013-2016 Brookhaven School District (BSD) Technology Plan focuses on improving student achievement through maintaining and increasing the use of technology enhanced curriculum. Educational technology integration is a critical step in adhering to the required standards of the Common Core curriculum. To accomplish this increased use of technology in the classroom, the plan also calls for upgrades in both the infrastructure and equipment. The needs of our district are collected from several sources, including MOTE surveys and self-made surveys to assist us in designing workable methods for accomplishing our goals. Our plan, like that of the Mississippi Department of Education is divided into four key components with goals and objectives, strategies, timelines, performance indicators, and an overall evaluation of the plan's success.

Teaching and Learning
  Goal 1: The District will integrate technology into all aspects of curriculum and instruction
  Goal 2: Student achievement will improve in the subject area and grade level of highest
            academic need

Educator Proficiency
Goal 3: Improve Educator proficiency by further incorporating technology into curriculum
Goal 4: Student achievement will increase as a result of faculty and administration using
          technology to improve their efficiency, effectiveness, and productivity

Leadership and Support
Goal 5: All schools will use technology to acquire accurate and current data to be used for
          reporting, accountability, and making decisions
Goal 6: Increase the involvement of parents, business/industry, and community members in
          education through the use of technology
Goal 7: Provide in-house staff members to support and maintain new and existing
          technology at the schools and offices

Environment and Infrastructure
  Goal 8: All students and educators will be connected via an infrastructure that provides
            broadband capacity and network connectivity for Internet and other technological
            resources
  Goal 9: A safe, secure K-12 infrastructure will be provided in compliance with the Children's
            Online Privacy Protection Act (COPPA) and the Children's Internet Protection Act
            (CIPA)

Needs Assessment

Teaching and Learning

Sources used to determine technology needs in the areas of Teaching & Learning:
Student Achievement Data for Brookhaven School District
Mississippi Curriculum Test 2nd edition
Subject Area Testing Program 2nd edition
Graduation Rate
Number of Dropouts
Disciplinary Referrals
Staff Input (Title I Needs Assessment Survey)
Hiring Data and Projected Enrollment
Acknowledged Educational Research
Input from the Parent Advisory Committee and Teacher Advisory Committee
MOTE survey

Goal 1: All schools will integrate technology into all aspects of curriculum and instruction.
- Teachers will receive more training on how to use existing technology and the new equipment being considered for implementation
- Increase and improve technology equipment available to teachers and students

Goal 2: Student achievement will improve in the subject area and grade level of highest academic need
- Teachers will use technology to provide student assessments which reflect the Common Core State Standards and mirror the PARCC assessments.
- Teachers will use technology to evaluate student achievement and adjust instructional practices

Educator Proficiency

Sources used to determine technology needs in the area of Educator Proficiency:
Hiring Data
2010-2013 Purchases of Hardware & Software
Input by the District Instructional Technologist and Technology Department
Input from the Teacher Advisory Committee

Goal 3: Improve Educator proficiency by further incorporating technology into curriculum
- Increase technology equipment available to teachers and students
- Improve current technology available to teachers and students

Goal 4: Student achievement will increase as a result of faculty and administration using
technology to improve their efficiency, effectiveness, and productivity
- Teachers and administrators need ongoing training on technology at all levels of instruction and data analysis
- The district will implement new copy/scan/print devices at each school location

Leadership and Support

Sources used to determine technology needs in the areas of Leadership and Support:
Student Achievement Data for Brookhaven School District
Mississippi Curriculum Test 2nd edition
Subject Area Testing Program 2nd edition
Promotion/Retention Data
Graduation Rate
Number of Dropouts
Disciplinary Referrals
Staff Input (Title I Needs Assessment Survey)
Hiring Data and Projected Enrollment
Acknowledged Educational Research
Input from the Parent Advisory Committee and Teacher Advisory Committee
MOTE Survey

Goal 5: All schools will use technology to acquire accurate and current data to be used for
reporting, accountability, and making decisions
- Staff will fully utilize the student management package to create and monitor accurate student records
- Administrators will fully utilize Mississippi Student Information System (MSIS) to create and monitor accurate student records.

Goal 6: Increase the involvement of parents, business/industry, and community members in
education through the use of technology
- The district will maintain the school district website making current and accurate information available to the public
- Administration and faculty will use technology to improve both in-district and parent communications

Goal 7: Provide in-house staff members to support and maintain new and existing
technology at the schools and offices
- Implement a new Technology Request system that offers more reporting features
- Technology professionals will continue to stay current in the latest knowledge to support the technology and staff in the district
- Quicker support needed for classroom technology problems

Environment and Infrastructure

Sources used to determine technology needs in the areas of Leadership and Support:

Staff Input (Title I Needs Assessment Survey)

Hiring Data and Projected Enrollment

Input from the Parent Advisory Committee and Teacher Advisory Committee

MOTE Survey

Goal 8: All students and educators will be connected via an infrastructure that provides broadband capacity and network connectivity for Internet and other technological resources including Centrex Phone Service and cell phone service
- Continue to monitor and increase bandwidth and infrastructure to support new technologies and meet new standards
- Increase and improve network equipment to support an increase number of users and devices

Goal 9: A safe, secure K-12 infrastructure will be provided in compliance with the Children's Online Privacy Protection Act (COPPA) and the Children's Internet Protection Act (CIPA)
- Continue to provide district-wide Internet filtering software
- Continue to provide virus protection for the district

Brookhaven School District
Staff Internet & Technology Appropriate Use Policy

The Brookhaven School District is pleased to offer to it students, faculty, and staff access to the Internet in accordance with the terms and conditions of this policy.

Overview

Internet access is coordinated through a complex association of government agencies and regional state networks. In addition, the smooth operation of the network relies upon the proper conduct of the users who must adhere to strict guidelines. To this end, Congress has passed and President signed into law, the Children's Internet Protection Act (CIPA). CIPA requires that schools receiving certain federal funds including E-Rate discounts and Title III of the Elementary and Secondary Education Act put into place Internet safety policies. These Internet safety policies must include a technology protection measure for blocking access to "visual depictions" of obscene materials, child pornography, and materials that is "harmful to minors" when minors are accessing the computer. CIPA also requires that the Internet safety policy include monitoring all online activities of minors. Additionally, the policy must address all of the following: (a) access by minors to inappropriate matter on the Internet and World Wide Web, (b) the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications, (c) unauthorized access, including so-called "hacking", and other unlawful activities by minors online, (d) unauthorized disclosure, use, and dissemination of personal information regarding minors; and (e) measures designed to restrict minors access to materials harmful to minors.

Recognizing that no filtering solution can be 100% effective, it is understood that all technology protection measures do not and will not work perfectly. In complying with CIPA, schools are expected to engage in a "good faith effort" to abide by the requirements of CIPA. CIPA does not create a private right to action, meaning that the discovery of objectionable material on a computer cannot result in a lawsuit complaining that a school violated CIPA.

These guidelines are provided so that you, the user and/or parent of the user, are aware of the responsibilities you are about to assume. In general, this requires efficient, ethical, and legal utilization of the network resources. If a Brookhaven School District user violates any of these provisions, his or her account will be terminated and future access could possibly be denied.

The signature(s) at the end of this document is (are) legally binding and indicated the party (parties) who signed has (have) read the terms and conditions carefully and understand (s) their significance.

Brookhaven School District Internet Terms and Conditions of Use

Personal Safety

1. User will not disclose, use, disseminate or divulge personal and/or private information about himself/herself or any others including personal identification information such as, but not limited to, credit card information, social security numbers, telephone numbers, addresses, etc.

2. User will immediately report to Brookhaven School District authorities any attempt by other Internet users to engage in inappropriate conversations or personal contact.

Access to Inappropriate Material

To the extent practical, technology protection measures (or "Internet filters") shall be used to block or filter Internet, or other forms of electronic communications, access to inappropriate information.

Specifically, as required by the Children's Internet Protection Act, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors.

Subject to staff supervision, technology protection measures may be disabled for adults or, in the case of minors, minimized only for bona fide research or other lawful purposes.

Inappropriate Network Usage

To the extent practical, steps shall be taken to promote the safety and security of users of the Brookhaven School District online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications.

Specifically, as required by the Children's Internet Protection Act, prevention of inappropriate network usage includes: (a) unauthorized access, including so-called 'hacking,' and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

Education, Supervision and Monitoring

It shall be the responsibility of all members of the Brookhaven School District staff to educate, supervise and monitor appropriate usage of the online computer network and access to the Internet in accordance with this policy, the Children's Internet Protection Act, the Neighborhood Children's Internet Protection Act, and the Protecting Children in the 21st Century Act.

Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of The Technology Director or designated representatives.

The Brookhaven School District or designated representatives will provide age-appropriate training for students who use the Brookhaven School District Internet facilities. The training provided will be designed to promote the Brookhaven School District commitment to:

I.   The standards and acceptable use of Internet services as set forth in the Brookhaven School District Internet Safety Policy;
II.   Student safety with regard to:
   a. safety on the Internet;
   b. appropriate behavior while on online, on social networking Web sites, and in chat rooms; and
   c. cyberbullying awareness and response.
III.   Compliance with the E-rate requirements of the Children's Internet Protection Act ("CIPA").

Following receipt of this training, the student will acknowledge that he/she received the training, understood it, and will follow the provisions of the District's acceptable use policies.

Illegal Activity

1. User agrees not to access, transmit or retransmit any material (s) in furtherance of any illegal act or conspiracy to commit any illegal act in violation of United State, Mississippi, local government, or Brookhaven School District laws, policies or regulations.

2. User shall not access, transmit, or retransmit: copyrighted materials (including plagiarism), threatening, harassing, or obscene material, pornographic material, or material protected by trade secret, and/or any other material that is inappropriate to minors.

3. Users shall not access, transmit or retransmit any material that promotes violence or the destruction of persons or property by devices including, but not limited to, the use of firearms, explosives, fireworks, smoke bombs, incendiary devices, or other similar materials.

4. User shall not use the network for any illegal activity including, but not limited to, unauthorized access including hacking.

5. User shall not access, transmit, or retransmit language that may be considered offensive, defamatory, or abusive.

6. User shall not access, transmit, or retransmit information that could cause danger or disruption or engage in personal attacks, including prejudicial or discriminatory attacks.

7. User shall not access, transmit, or retransmit information that harasses another person or causes distress to another person.

System Resource Limits

1. User shall only use the Brookhaven School District system for educational and career development activities and limited, high quality self-discovery activities as approved by the Brookhaven School District faculty for a limited amount of time per week.

2. User agrees not to download large files unless it is absolutely necessary. If absolutely necessary to download large files, user agrees to download the file at a time when the system is not being heavily used.

3. User agrees not to post chain letters or engage in "spamming" (that is, sending an annoying or unnecessary message to large numbers of people).

4. User agrees to immediately notify his/her teacher or other school administrator should user access inappropriate information. This will assist protecting user against a claim of intentional violation of this policy.

User Rights

1. The Internet is considered a limited forum, similar to a school newspaper, and therefore the Brookhaven School District may restrict user's right to free speech for valid educational reasons. Brookhaven School District will not restrict user's right to free speech on the basis of disagreement with the opinions expressed by user.

2. User shall have the responsibility to use computer resources for academic purposes only. Therefore, as mandated by CIPA, filtering will be utilized on all computers accessing the Internet. The only exception will be for academic research by a staff member with the approval of school administration.

3. Users should not expect files stored on school-based computers to remain private. Authorized staff will periodically inspect folders and logs of network usage will be kept at all times. Routine review and maintenance of the system may indicate that user has violated this policy, school codes, municipal law, state law or federal law, state law or federal law. Parents of minor users shall have the right to inspect the contents of user's files.

4. Brookhaven School District will fully cooperate with local, state or federal officials in any investigation related to illegal activities conducted through the user's Internet account.

Individual schools within the district may create additional guidelines and procedures consistent with this policy. Such guidelines and procedures will be appropriate for the electronic information resources being used and the student served at the school. Use of the Internet is a privilege, not a right, and inappropriate use will result in cancellation of those privileges. The principal or his designee may deny, revoke, or suspend user privileges to any user determined to be using the system in an inappropriate manner. The decision of the principal will be final.

Consequences for Failure to Follow Terms and Conditions of Internet Use Policy

There will be consequences for any user who fails to follow Brookhaven School District and school guidelines and policies. The consequences may include paying for damage, denial of access to technology, detention, suspension, expulsion or other remedies applicable under the school disciplinary policy, and state or federal law. At the discretion of Brookhaven School District, law enforcement authorities may be involved and any violations of state and or federal law may result in criminal or civil prosecution.

When a user is using the Brookhaven School District system, it may seem as though these policies could be easily broken and that the user would not get caught. This is not true. Electronic footprints are left behind on a machine each time it is used, and the potential for apprehension always exists.

I have read the Brookhaven School District Internet Appropriate Use Agreement as stated in the previous three pages. I understand and will abide by the terms and conditions as stated. I understand that some Internet violations are unethical and may constitute a criminal offense resulting in legal action. I understand that access to the Internet will be supervised by Brookhaven School District personnel and that provisions of the agreement will be reviewed with students. I further understand that the Brookhaven School District is not responsible for the actions of individual users or the information they may access.

The following behaviors are not permitted on district computers:
1. Sharing confidential information on students or employees
2. Sending or displaying offensive messages or pictures
3. Using obscene language
4. Harassing, insulting or attacking others
5. Damaging computers, computer systems or computer networks
6. Violating copyright laws
7. Using others' passwords
8. Trespassing in others' folders, work or files
9. Intentionally wasting limited resources
10. Using computers for personal or commercial purposes
11. Supporting/opposing political candidates or issues
12. Engaging in practices that threaten the system (e.g. loading files that may introduce a virus)
13. Violating regulations prescribed by the provider
14. Conducting union business
15. Promoting, supporting, celebrating or opposing religion or religious institutions

I understand that no personal computer or other personal hardware device(s) may be used to connect to, to log into, or to interface with the Brookhaven School District network at any time.

I also understand that no personal removable media (including but not limited to floppy disks, PIN, thumb, jump drives, etc.) may be used in conjunction with Brookhaven School District equipment.

I have been informed and am aware that Brookhaven School District will archive all emails sent or received through the District network or on District equipment for a period of at least 60 days and that these emails are subject to review by the Technology Department staff and the Office of the Superintendent and/or his/her designee(s).

Cellular Phones

I understand that cell phones, iPods, and any other device, including but not limited to headphones or earphones, which may interfere with an employee's ability to operate a Brookhaven School District vehicle or to adequately observe and monitor the behavior of students while said students are under his or her supervision is strictly prohibited.

I have read the AUIP as posted on the Brookhaven School District web site and agree to comply as evidenced by my signature.

_____

Faculty or Staff Member (PLEASE PRINT)

_____ _____ _____

Faculty/Staff/ Signature   School or Department   Date

Brookhaven School District
Student Internet & Technology Appropriate Use Policy

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Overview

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10. Using computers for personal or commercial purposes
11. Supporting/opposing political candidates or issues
12. Engaging in practices that threaten the system (e.g. loading files that may introduce a virus)
13. Violating regulations prescribed by the provider
14. Conducting union business
15. Promoting, supporting, celebrating or opposing religion or religious institutions

I understand that no personal computer or other personal hardware device(s) may be used to connect to, to log into, or to interface with the Brookhaven School District network at any time.
I also understand that no personal removable media (including but not limited to floppy disks, PIN, thumb, jump drives, etc.) may be used in conjunction with Brookhaven School District equipment.

I have been informed and am aware that Brookhaven School District will archive all emails sent or received through the District network or on District equipment for a period of at least 60 days and that these emails are subject to review by the Technology Department staff and the Office of the Superintendent and/or his/her designee(s).

I have read the AUIP as posted on the Brookhaven School District web site and agree to comply as evidenced by my signature.

_____
Student Name (PLEASE PRINT)

_____ _____   _____   _____
Student Signature   Date   Parent Signature   Date

OATH OF CONFIDENTIALITY AND
NON-DISCLOSURE OF RELEASED INFORMATION

I understand that the data maintained by the Mississippi Student Information Manager (MSIS) is sensitive and confidential. I acknowledge the access to and release of MSIS information is governed by the Family Educational Rights and Privacy Act of 1974 and Section 37-15-1, *et seq.* of the Mississippi Code of 1972, Annotated, as amended. I further acknowledge that this data may only be accessed and used for legitimate educational interests **and is sensitive, confidential, and not subject to disclosure**.

I agree that I shall not release MSIS data unless authorized to do so according to applicable laws, rules and regulations, neither shall I access nor use the information contained therein except for legitimate educational interests.

I acknowledge that I fully understand that the release by me of this information to any unauthorized person could subject me to disciplinary action including termination and/or criminal and civil penalties imposed by law.

Signature: _____

Printed Name: _____

Title: _____

Location: _____

Date: _____

TEACHING AND LEARNING
Plan Implementation

Technology provides unlimited possibilities and opportunities to help every teacher and student to be successful. Integrating technology seamlessly into the teaching and learning process is critical if learning is going to be the focus rather than the technology itself. Brookhaven School District wants to help teachers learn to accept technology into their classrooms and view the Technology Department as an instructional allies in their quest to provide every student with the skills they need to succeed in college and today's workforce. Collaboration between the Technology Department and educators will be essential to meet Common Core State Standard requirements.

Goal 1: All schools will integrate technology into all aspects of curriculum and instruction

Objective 1: Teachers will receive more training on how to use existing technology and the new equipment being considered for implementation		
STRATEGIES	PERFORMANCE INDICATORS	TARGET TIMELINES
1. Training will be provided for all new teachers and administrators in software, hardware, and networking procedures in the district	Sign-in Sheets for group training and administrators will monitor one-on-one trainings and progress	Beginning of School Year 2013-2016 and as needed during the year
2. Provide refresher training for returning teachers and administrators in software, hardware, and networking procedures in the district	Sign- in sheets for group training and administrators will monitor one-on-one trainings, needs, and progress	Beginning of School Year 2013 – 2016 and as needed during the year
3. When new technology is purchased, training will be provided to staff	Sign- in sheets for group training and administrators will monitor one-on-one trainings, needs, and progress	2013-2016

Objective 2: Increase and improve technology equipment available to teachers and students		
STRATEGIES	PERFORMANCE INDICATORS	TARGET TIMELINES
1. Replace the most outdated computers as budget allows	Purchase Orders, Fixed Assets, and technology request records	2013-2014 school year

2. Implement an equipment rotation plan to replace computer every 5 years	Purchase Orders & Fixed Assets	2014-2015 school year
3. Continue to purchase technology upgrades and replacements for all teachers over the three year plan	Purchase Orders, Fixed Assets, Technology Request records	2013-2016

Goal 2: Student achievement will improve in the subject area and grade level of highest academic need

Objective 1: Teachers will use technology to provide student assessments which reflect the Common Core State Standards and mirror the PARCC assessments

STRATEGIES	PERFORMANCE INDICATORS	TARGET TIMELINES
1. Classroom activities will include the use of software specifically purchased for the subject areas and grade level of highest academic need	Lesson Plans Classroom Observation	2014-2016, weekly

Objective 2: Teachers will use technology to evaluate student achievement and adjust instructional practices

STRATEGIES	PERFORMANCE INDICATORS	TARGET TIMELINES
1. Technology will be used to get real-time feedback on student achievement	Principals will monitor available data and adjust instructional practices	2014-2016 weekly
2. Technology will be used to offer remediation and enhancement	Lesson Plans Classroom Observation	2014-2016 weekly
3. Teachers will use technology for screeners and to monitor student progress	Principals will monitor Classroom observations	2013-2016

EDUCATOR PROFICIENCY
Plan Implementation

Perhaps the single greatest element in determining student's achievement is the quality of the teacher. In order to improve student achievement, teachers and administrators must be provided knowledgeable of many kinds of technology. Teachers and administrators need access to high quality, ongoing professional development that includes the integration of technology and curriculum. Incorporating technology effectively into instruction and administrative practices often requires changing long-standing beliefs and practices.

Goal 3: Improve Educator proficiency by further incorporating technology into curriculum

Objective 1: Increase technology equipment available to teachers and students		
STRATEGIES	PERFORMANCE INDICATORS	TARGET TIMELINES
1. Additional computers will be added to classrooms with the highest need	Purchase Order History, Fixed Assets, Technology Request System	2014-2015
2. Examine different options for handheld technology devices and purchase the best option for students to use in classrooms.	Principals and technology staff will monitor	2013-2016

Objective 2 : Improve current technology available to teachers and students		
STRATEGIES	PERFORMANCE INDICATORS	TARGET TIMELINES
1. Replace classroom computers in areas of highest need	Purchase Order History, Fixed Assets, Technology Request System	2013-2014
2. Replace obsolete and broken handheld devices, printers, interactive boards, and other technology in areas of highest need	Purchase Order History, Fixed Assets, Technology Request System	2013-2016

Goal 4: Student achievement will increase as a result of faculty and administration using technology to improve their efficiency, effectiveness, and productivity

Objective 1:	Teachers and administrators need ongoing training on technology at all levels of instruction and data analysis	
STRATEGIES	PERFORMANCE INDICATORS	TARGET TIMELINES
1. Implement a training schedule to ensure all staff is being equipped with the knowledge to use the available equipment to the maximum potential	District Staff Development Training Calendar	2013-2016
2. Technology staff will offer ongoing support and training for all software and hardware and data analysis	Technology Requests	2013-2016

Objective 2:	The district will implement new copy/scan/print devices at each school location	
STRATEGIES	PERFORMANCE INDICATORS	TARGET TIMELINES
1. Perform a cost analysis of the district's use of traditional classroom printers.	Purchase Orders, Amount of paper used, cost for printer repairs and replacements	2013-2014
2. Implement a plan to phase out the traditional classroom printers and move to a centralized printer/scanner/copier	Vendor quotes, written plan	2014-2015
3. Train staff on how to use the scan and email features of the centralized devices to reduce paper and ink costs	Principals will monitor	2014-2015

LEADERSHIP AND SUPPORT
Plan Implementation

It is essential for school leaders to understand the role technology plays in improving student achievement and affecting school improvement. Successful integration is seamless and emerges naturally throughout delivery while focusing on facilitating student learning.

Goal 5: All schools will use technology to acquire accurate and current data to be used for reporting, accountability, and making decisions

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Objective 1: Staff will fully utilize the student management package to create and monitor accurate student records

STRATEGIES	PERFORMANCE INDICATORS	TARGET TIMELINES
1. Provide training for all new staff	Staff sign-in sheets	Beginning of each school year 2013-2016
2. Teachers will submit lesson plans, grades and attendance accurately via the student management package	Principals and attendance clerks will monitor	Weekly for 2013-2016
3. Office staff will ensure accurate contact data for students/parents is entered via the student management package	Principals and MSIS Coordinator will monitor	2013-2016

Objective 2: Administrators will fully utilize Mississippi Student Information System (MSIS) to create and monitor accurate student records

STRATEGIES	PERFORMANCE INDICATORS	TARGET TIMELINES
1. Provide training for current MSIS users and increase number of personnel trained to work with MSIS	Successful & timely submission of data to MDE	2013-2016

2. Provide in-house training to improve school site administrator's ability to use & analyze MSIS data as a basis for decision-making	Improved student achievement	2013-2016

Goal 6: Increase the involvement of parents, business/industry, and community members in education through the use of technology.

Objective 1: The district will maintain the school district website making current and accurate information available to the public		
STRATEGIES	PERFORMANCE INDICATORS	TARGET TIMELINES
1. Principals and staff will provide updated news, schedules, policies, and other information to be included on the website	Public Relations Coordinator will monitor and update website as needed	2013-2016
2. Implement a rotation plan for updating the overall look of the district website	Public Relations Coordinator will monitor	2014-2015

Objective 2: Administration and faculty will use technology to improve both in-district and parent communications		
STRATEGIES	PERFORMANCE INDICATORS	TARGET TIMELINES
1. Provide every staff member with an email address	Technology staff will monitor	2013-2016
2. Provide updates to staff, parents, and the community via social media	Public Relations Coordinator will monitor	2013-2016
3. Teacher's online gradebook and student attendance data will be available for parents to via a secure login to the student management system	Principals will monitor	2013-2016

	STRATEGIES	PERFORMANCE INDICATORS	TARGET TIMELINES
4.	Maintain district-wide telephone notification system to keep parents abreast of school activities, absentees, and emergencies	Principals will monitor	2013-2016
5.	Research new options with text messaging which would improve/increase parental and school	Public Relations Coordinator and Principals will monitor	2013-2014

Goal 7: Provide in-house staff members to support and maintain new and existing technology at the schools and offices.

Objective 1:	Implement a new Technology Request system that offers more reporting features		
STRATEGIES		PERFORMANCE INDICATORS	TARGET TIMELINES
1.	Coordinate with the district maintenance department during the setup of a new request system	Record of past requests	2013-2014
2.	Implement the new Technology Request system including training for end-users	Staff sign-in sheets, Tech request reporting	2013-2014

Objective 2:	Technology professionals will continue to stay current in the latest knowledge to support the technology and staff in the district		
STRATEGIES		PERFORMANCE INDICATORS	TARGET TIMELINES
1.	Technology staff will attend conferences, courses, and online classes to have the most current knowledge on the existing technology in the district	Expenditures, Conference Registration	2013-2016

2. Technology staff will be trained in any new technology the district implements	Sign-in sheets	2013-2016

Objective 3: Quicker support needed for classroom technology problems		
STRATEGIES	PERFORMANCE INDICATORS	TARGET TIMELINES
1. Conduct an assessment of number of technology staff in relation to district technology support needs	Technology Request data	Annually
2. Employ additional personnel as needed and as funds are available	Technology requests and expenditures	Annually

ENVIRONMENT AND INFRASTRUCTURE
Plan Implementation

Although Brookhaven School District has made considerable advancements in connecting all of our learning sites to the world-wide web, challenges still lie ahead. With the implementation of the Common Core State Standards, new technologies will demand more bandwidth than could not have been imagined a few short years ago. Brookhaven School District must continue building, redesigning and improving our Infrastructure to enable classrooms to be able to keep up with emerging technologies.

Goal 8: All students and educators will be connected via an infrastructure that provides broadband capacity and network connectivity for Internet and other technological resources including Centrex Phone Service and cell phone service.

Objective 1: Continue to monitor and increase bandwidth and infrastructure to support new technologies and meet new standards		
STRATEGIES	PERFORMANCE INDICATORS	TARGET TIMELINES
1. Maintain current connectivity for Centrex phone service and cell phone service.	Purchase Orders & Fixed Asset Inventory	2013-2016
2. Increase network speeds to include a 1Gig connection at the district office and 100 MB connection to the schools	Service contracts with provider	2013-2014

Objective 2: Increase and improve network equipment to support an increase number of users and devices		
STRATEGIES	PERFORMANCE INDICATORS	TARGET TIMELINES
1. Additional switches that are compatible with our existing network for schools with the highest need	Purchase Orders, Fixed Asset Inventory	2013-2014

2. Create new VLANs to support devices being added to the network	DHCP Server records	2013-2014
3. Evaluate the existing network infrastructure and existing equipment to formulate a rotation plan to upgrade each site.	Purchase Orders, Fixed Asset Inventory	2013-2014

Goal 9: A safe, secure K-12 infrastructure will be provided in compliance with the Children's Online Privacy Protection Act (COPPA) and the Children's Internet Protection Act (CIPA).

Objective 1: Continue to provide district-wide Internet filtering software		
STRATEGIES	PERFORMANCE INDICATORS	TARGET TIMELINES
1. Evaluate the current online filtering software and determine if it is the best option for the district	Online research, reviews, and recommendations of other school districts	2014-2015
2. Technology staff will receive more training on how to use the existing Internet filter or the new Internet filter software (dependent on Goal 9: Objective 1 Strategy 1)	Webinar logs, sign-in sheets	2013-2014

Objective 2: Continue to provide virus protection for the district		
STRATEGIES	PERFORMANCE INDICATORS	TARGET TIMELINES
1. Evaluate the current district anti-virus software and determine if it is the best option for the district	Online research, reviews, and recommendations of other school districts	2013-2014

2. Technology staff will receive more training on how to use the existing anti-virus software or the new anti-virus software (dependent on Goal 9: Objective 2 Strategy 1)	Webinar logs, sign-in sheets	2013-2016

BUDGET NARRATIVE TO ACCOMPANY TECHNOLOGY PLAN
FOR
BROOKHAVEN SCHOOL DISTRICT FOR 2013-2016

The Brookhaven School District has developed a plan to improve educational opportunities, security, communication, and productivity for all stakeholders. The Brookhaven School District Technology Plan is adaptable and based on the current needs of the district. The plan is divided into four major sections which are addressed below.

Brookhaven School District seeks to maximize resources by fully integrating all funding sources to meet the district's goal of increasing student achievement. The Technology Plan has prepared and provided for budget reductions, funding source guidelines and restrictions, and the escalating cost of technology over the next three years. Brookhaven School District secures funds from several sources, including but not limited to: Erate, Title, Vocational, Special Services and local funds.

Teaching and Learning
 Goal 1: The District will integrate technology into all aspects of curriculum and instruction
- Support, maintenance, and training will be provided by local and Federal funds
- New computer and devices will be purchased with local and Federal funds
 Goal 2: Student achievement will improve in the subject area and grade level of highest academic need
- Software purchased through Federal Funds, local funds, and Special Services funds
- Clickers and other handheld devices will be purchased with local and Federal funds

Educator Proficiency
Goal 3: Improve Educator proficiency by further incorporating technology into curriculum
- New computers, replacement computers and other devices will be purchased with local and Federal funds
Goal 4: Student achievement will increase as a result of faculty and administration using technology to improve their efficiency, effectiveness, and productivity
- Training and support will be provided by local and Federal funds.
- New copy/scan/print devices will be purchased with local funds

Leadership and Support
Goal 5: All schools will use technology to acquire accurate and current data to be used for reporting, accountability, and making decisions
- Brookhaven School District will continue to use local funds to purchase the student administrative package, Information Now, which is an annual and re-occurring cost.

Goal 6: Increase the involvement of parents, business/industry, and community members in education through the use of technology
- Brookhaven School Distirict will continue to use local funds to purchase the district web site, district-wide notification system, student database, email server,

Goal 7: Provide in-house staff members to support and maintain new and existing
technology at the schools and offices
- Local funds will be used to provide the technology request system
- Local funds will be used to provide training for district technology department personnel

Environment and Infrastructure

Goal 8: All students and educators will be connected via an infrastructure that provides
broadband capacity and network connectivity for Internet and other technological
resources
- Erate and local funds will be used to provide Centrex phone, wireless phone, and internet
connectivity
- Local funds will be used to purchase additional network equipment

Goal 9: A safe, secure K-12 infrastructure will be provided in compliance with the Children's
Online Privacy Protection Act (COPPA) and the Children's Internet Protection Act (CIPA)
- Local funds will be used to provide Internet filtering software and anti-virus protection
- Local funds will be used to upgrade security camera systems and intercom systems

Technology PLAN EVALUATION

The purpose of the Brookhaven School District Technology Plan for 2013-2016 is to move the district faculty, students, administration, and community toward the integration of technology as a vital component of the education process: as a tool for instruction, for communication, for data compilation and analysis, and for research.   Anticipated financial constraints will need to be constantly re-assessed to determine their impact on this plan's implementation.

Brookhaven School District conducts an annual needs assessment at each district site which is based on the analysis of objective data directly related to student achievement. This needs assessment includes input from all stakeholders at each site: administrators, faculty, students, parents, and community. This assessment compares District goals with State (MDE) goals and with the goals of the Brookhaven School District Board of Trustees. If student achievement is lacking, the District is failing.

This needs assessment will include a review of the progress made toward each of the "Goals," "Performance Indicators," and "Timelines" listed in the Plan Implementation portion of the Technology Plan.

Sources of data for the needs assessment are
> Student Achievement Data for Brookhaven School District
> Mississippi Curriculum Test & Subject Area Testing Program Results
> Promotion/Retention Data
> Disciplinary Referrals
> Staff Input
> Professional Development Records
> Hiring Data and Projected Enrollment
> Classroom Observations and Evaluations
> Acknowledged Educational Research
> Comments from the Title I Parent Advisory Committee.

A thorough review of revenue and expenditures related to technology will also be compared to the projections found in the Technology Plan, and amendments will be made as necessary.