

2016-2018 Technology Plan Guidance

Most local education agencies (LEAs) currently have an approved 2013-15 Technology Plan on file with the Minnesota Department of Education (MDE) that covers the period of July 1, 2013 – June 30, 2015. School districts and charter schools who wish to remain eligible for federal technology funding, such as the federal E-rate discount program, federal technology grant initiatives, and state telecommunications access aid, must develop their next technology plan to cover July 1, 2015 – June 30, 2018. Completion of this 2016-2018 technology plan and submission to MDE for approval will maintain the LEA's eligibility for state and federal programs for 2016-2018.

For the 2015 funding year, which covers services and equipment to be delivered between July 1, 2015-June 30, 2016, form 470's can be completed any time after July 1, 2014. Districts looking for E-Rate funding on priority two services must have their technology plans written by the time they file their form 470's.

The current 2013-15 technology plans only covers your district through June 30, 2015. To accommodate those districts who need to begin writing their plans sooner, the new 2016-18 technology plan template has been posted on the MDE website:
<http://education.state.mn.us/MDE/SchSup/SchTech/index.html>.

Plan Development

Technology planning should be an integral part of the strategic planning process of LEAs; therefore, MDE has compiled resources to assist with the technology planning process rather than prescribing a specific process.

Plan Requirements

The following requirements are imposed by the federal E-rate program and must be met for technology plans submitted for E-rate program eligibility:

1. The plan must establish clear goals and a realistic strategy for using telecommunications and information technology to improve education services.
2. The plan must include a professional development strategy to ensure that staff know how to use these new technologies to improve education services.

3. The plan must also include an assessment of the telecommunication services, hardware, software, and other services that will be needed to improve education or library services.
4. The plan must include an evaluation process that enables the school or library to monitor progress toward the specified goals and make mid-course corrections in response to new developments and opportunities as they arise.
5. School districts and charter schools receiving E-rate discounts on Internet access must be in compliance with The Children's Internet Protection Act (CIPA) and the Protecting Children in the 21st Century Act.

Information on CIPA may be found at:

<http://www.universalservice.org/sl/applicants/step06/cipa.aspx>

Information on Protecting Children in the 21st Century may be found at:

<http://www.fcc.gov/document/wcb-public-notice-protecting-children-21st-century-act>

6. Plans need to include any E-rate eligible services for which a school district is seeking E-rate discounts.
7. The plan must be written and have a date of creation that pre-dates any E-rate Form 470s filed for services for the specific E-rate program year. The technology plan must also cover the entire E-rate program year.

[Read more about the E-rate program](http://www.usac.org) (<http://www.usac.org>).

Plan Submission and Review

The 2016-18 Technology Plan may be submitted at any time before June 30, 2018. For LEAs filing for E-rate in funding year 2015 (July 1, 2015 – June 30, 2016) remember that the technology plan must be written before any Form 470s are filed. Form 470's can be filed by LEAs any time after July 1 for the following program year.

MDE will review and approve 2016-2018 Technology Plans as they are received. Approval letters will be sent to LEAs as soon as they are approved.

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

The 2016-18 Technology Plan template that follows will be reviewed to determine if the LEA has made a good faith effort to address the essential components required for E-rate program eligibility. The LEA may be contacted for specific clarifications, as needed.

Please type information directly into the template, as indicated.

LEAs should post their full 2016-2018 plan to their website and provide a link to the full plan in the appropriate space in the template. **Please do not modify the template.** Submit the cover

sheet and template in PDF or Word (not a scan) by e-mail to:
mde.schooltechplan@state.mn.us.

Technology Plan Cover Sheet
2016-2018 (July 1, 2015 – June 30, 2018)

Organization Information

District/Agency/School (legal name): Bloomington Public Schools

District Number: 271

Technology Plan Status

The District/Agency/School has an approved 2013-15 technology plan:

X Yes No

2016-2018 Technology Plan Date of Creation: May 1, 2015

Identified Official with Authority

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2016-18 Technology Plan Template

Instructions: Add your responses by typing into the document below.

Technology Needs Assessment. Describe the processes(s) used to determine the technology needs for the LEA for 2016-2018 and briefly summarize the needs that have been determined. Make sure to include any technology needs that will be supported through E-rate discounts, such as telephone, telecommunications access, Internet, and other E-rate eligible services:

A needs assessment was conducted for Students and Parents in three areas:

1. Digital Content
2. Anytime, Anywhere Learning
3. Personalized Data

Students Surveyed: 950 middle school students in April 2015

Parents Surveyed: 2533 parents in January - March 2015

Staff Surveyed: 230 staff

Among the findings:

Digital Content:

- 78.4% of parents agree with the statement that “This school is doing a good job using technology to help students learn.”
- 85% of our middle school students report using digital content in 3 or more classes each day during school.
- 86.6% of staff support moving from carts and labs to personalized devices for students.

Anytime, Anywhere Learning:

- 49% of our middle school students report using digital content for 3 or more classes outside of the school day.
- 2% of our middle school students report not having access to the internet outside of the school day and building.
- 91.2% of staff agree with the statement “I support BPS working to ensure students have internet access outside of school.”

Personalized Data:

- 77.8% of parents agree with the statement that “I am satisfied with the technology tools that give me information about my child’s learning.”
- 84% of middle school students report using the available technology tools to look up upcoming assignments or grades.
- 88.6% of staff agree with the statement “I support BPS working to provide more personalized information to families.”

Goals and Strategies. List the specific goals and strategies for 2016-2018 that address how your LEA will use technology to deliver education and assist with school administration:

Next Technologies for Learning, co-authored by Academic Services and Technology Services, is a vision for the next three years in Bloomington Public Schools. Next Technologies for Learning is fundamentally about personalizing learning for students. The next steps to provide a highly personalized pathway to college and career readiness include digitizing curriculum, ensuring anytime, anywhere access to learning, and providing personalized data to students, family, and staff.

Digital Content

Current educational trends suggest a shift in the instructional materials from paper-based to digital resources and tools. Digital content can include a full menu of resources (teacher and publisher created as well as open educational resources (OER)) that are utilized by teachers to help students reach proficiency.

Goals

- By 2018, 100% of courses offered from grades 3-12 will have a digital master course available in a common repository.
- By 2018, 90% of teachers and students will report integrated use of digital curriculum materials on a daily or weekly basis.
- By the start of 2017-18, all 3-12 classrooms will be at a 1:1 ratio of classroom-based devices to students and all K-2 classrooms will have a 1:3 ratio devices to students.

Strategies

- Curriculum Repository - Customize our Learning Management System (LMS) to be scalable to contain all digital curriculum.
- Digitized Curriculum Materials - Facilitate teacher collaboration to create master courses; create, collect, and format quality standards aligned materials.
- Professional Development - Collaborate with building teams to build a professional development support plan that will best meet needs of that particular building.
- Technical Support - Implement a Student led Tech Support Team at sites.

Anytime, Anywhere Learning

Access to digital learning environments expands the time boundary of the school day and allows for flexibility for students on where, how, and when they learn. To make sure that all students have access to digital learning environments and resources, strategies for ensuring reasonable access to Internet connectivity inside and outside the school day is imperative.

Goals

- By 2018, 90% of high school seniors will graduate from Bloomington Public Schools having taken a course with a major online learning component (taught as either a hybrid or entirely online course).
- By 2018, 90% of classroom access points will remain below 35 devices per access point.
- By 2018, 85% of students in grades 3-12 will log in to a Bloomington Public Schools account in a given month from outside the BPS in-building network.

Strategies

- Online Learning - Adopt and/or develop professional development techniques for migrating to online instruction.
- Wireless Infrastructure - Install additional access points to approximately one access point per classroom.
- Community Wifi - Partner with strategic community businesses and organizations to provide more spaces with open wifi.

Personalized Data

Students have the greatest chance for success when there is a strong connection between families, school, and students. To facilitate this collaboration teachers and families need information about the goals and progress of students in usable and accessible formats.

Goals:

- By 2018, 90% of families will be actively engaged with academic data in the HUB.
- By 2018, key Pathways indicators will be available to students and families in the HUB as a predictor of college readiness.
- By 2018, a system will be developed to allow students to record personal and career goals.

Strategies

- Continue a professional development and systems focus on recording and reporting academic and behavior benchmarks in a fair, accurate, specific, and timely manner.
- Develop family involvement strategies to help families and schools work together to support students based on assessment data
- Collect student career data over time and display it next to student identified career goals in the HUB.

Professional Development Plan. Describe the professional development strategies you have in place for 2016-2018 to ensure LEA staff are prepared to use the technology infrastructure, software programs, and online resources provided:

Professional development and training are an integral part of the success of Next Technologies for Learning. If technology tools are to be integrated into the curriculum and classroom, professional development must be a priority. Bloomington Public Schools recognizes the importance of ongoing, job-embedded professional development for all staff. The district's professional development strives to:

- Provide a continuum of trainings from introductory to advanced to support technology growth for all staff.
- Provide a variety of instructional modalities (face-to-face, online, summer) to meet the needs of adult learners.
- Provide staff development to support technology adoption in the curriculum review process.
- Promote and build technology leadership at school sites to support the ongoing needs of staff.

Evaluation. Explain the evaluation process for your technology plan for 2016-2018, including timeline, roles and responsibilities, and information gathered to assess how the technology plan goals and strategies are being met:

Evaluation and revision of Goal areas is done on a yearly basis, in the spring, as part of the annual technology update and is presented to the School Board. The implementation of Strategies and their success is an ongoing process, embedded into the initiatives and executed by the initiative leadership.

Roles and Responsibilities

Responsibility for the 2016-2018 Technology Plan is shared by the Technology and Academic Services Departments. The Director of Technology and Information Services will work with the Elementary and Secondary Technology Coordinators to maintain and implement the plan goals as well as evaluate goal area and strategies.

Assessing Success

Where possible, discrete measures will be added to each goal and strategy that will be used to assess success and to inform next steps. Data from initiatives is shared with participants.

Optional Links. Provide links to district strategic planning documents, survey instruments, policies, or other resources that were used to provide data and help prepare the technology plan:

Provide additional links to support your technology plan; document will expand to fit.

Link to Current Technology Plan. Provide the link on the LEA website where the technology plan will be posted and updated throughout the planning period:

<http://www.bloomington.k12.mn.us/techplan>

Children's Internet Protection Act (CIPA)

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

X Yes No

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

[www.bloomington.k12.mn.us/node/3119890#Acceptable Use of District Network System](http://www.bloomington.k12.mn.us/node/3119890#Acceptable%20Use%20of%20District%20Network%20System)

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

X Yes No

Submit the cover sheet and template in PDF or Word (not a scan) by e-mail to:

mde.schooltechplan@state.mn.us.