Ruidoso Municipal School District

Technology Plan

PLAN TERM: Begins: July 2009 Ends: June 2012

The submitting district/charter (check all that apply)

☒ is compliant with the provisions of the Children's Internet Protection Act (CIPA).

☐ will be CIPA compliant by <insert date> Keep in mind that your district is not eligible for funding if they are not CIPA Compliant

☒ will apply for Erate discounts for the current fiscal Year

Date the plan was approved by the local School Board: May 14, 2009

See attached board minutes.

Approved by:

_____

Signature of Superintendent or Authorized School Official Date of Signature

Printed Name and Title:
Bea Etta Harris, PhD Superintendent

District Technology Coordinator/Contact

Name: Mark Hamilton	Telephone #: 575-258-4910
Address: 200 Horton Circle Ruidoso, NM 88345	E-mail: mark@ruidososchools.org

VISION AND MISSION STATEMENTS

The Ruidoso School Board has developed the following vision statement for our schools:

The Ruidoso Municipal School District and our community believe that all children can learn. Through a positive, caring, nurturing, and safe environment, our students will develop the social, ethical, and academic skills to help set and achieve goals to fulfill their dreams.

In addition, a specific long-range technology goal has been adopted for our students:

The Ruidoso Municipal School District will continually increase student experiences and skills in applying technology to solve problems, acquire knowledge, produce projects, demonstrate creativity, and communicate ideas through engaged learning.

This plan recognizes that we are indeed in an information era and that technology is changing every day. This document is designed to be both a blueprint to lead the Ruidoso Municipal School District in the 21st Century and a resource for staff and students who are using technology in the teaching/learning process.

The technology plan is part of our overall district Educational Plan for Student Success (EPSS). The plan is an integral part in supporting our three target areas:

1. Caring for Self and Others
   - Students will recognize and apply positive options to solve peer/adult relationship issues and conflicts, and demonstrate respect and responsibility for each other.
   - Students will promote appropriate behavior and be responsible for their own actions

2. Communication
   - Students will show improvement in written communication skills across the curriculum

- All students will improve reading skills across the curriculum

3. Math
   - All students will improve mathematical literacy across the curriculum, with all fourth graders performing at grade level, and all RHS students completing at least one math course beyond geometry.

TECHNOLOGY COMMITTEE

The following individuals are members of the RMSD Technology Committee and represent a cross section of staff, faculty, students, parents and community members.

Member	**Title**	**Constituency Represented**
Dr. Bea Etta Harris	Superintendent	District
George Heaton	Principal, Chair	Ruidoso Middle School
Michelle Perry	Principal	Nob Hill Early Childhood Center
Jacki Parenti	Faculty	Nob Hill Early Childhood Center
Dave Bishop	Principal	Sierra Vista Primary School
Lupe Stewart	Staff	Sierra Vista Primary School
Ron Elkin	Principal	White Mountain Elementary School
Jason Trujillo	Staff	White Mountain Elementary School
Stan Lyons	Principal	Ruidoso High School
Kim Graham	Faculty	White Mountain Intermediate School
Michael Sinkovitz	Librarian	District Libraries
Trevor Rabourn	Faculty	Ruidoso Middle School
Franci Bergener	Faculty	Ruidoso Middle School
Stacy Wren	Staff	Ruidoso High School
Mark Hamilton	Technology Director	District
Patty White	Assoc. Superintendent	District
Dr. Michael Elrod	Member	Community
Chad Smith	Member	Community
Scott Thompson	Student Member	Student Body
Raymond Rossiter	Student Member	Student Body

Philosophy

The Ruidoso Municipal School District vision is that through a positive caring, nurturing, and safe environment our students will develop social, ethical and academic skills and achieve goals to fulfill their dreams. Computers and technology have, and will continue to have a major impact on educating our students to be independent and productive citizens. Engaged learning can best be achieved in the classroom by implementing an instructional technology program which recognizes these principles:

EQUITY AND ACCESSIBILITY:
All students and staff of Ruidoso schools will be provided access to the most current instructional technology in educational programs, as appropriate and needed, without regard to gender, race, ethnicity, socioeconomic status, abilities/disabilities, or national origin. To maximize the effective use of state, federal and local funds, per school and district wide technology needs will be assessed annually by school level teams and district administrators and technical staff. Prioritized lists of hardware, software and professional development needs will be developed and purchase/implementation decisions will be made according to those priorities and funds available.

INTEGRATED CURRICULUM:
Computers and instructional technology are not separate, isolated curriculum areas. This technology plan is part of our integrated curriculum which stresses applied technology literacy to enhance and revitalize educational offerings. Our primary focus is on improving reading, language arts, math, and advanced problem solving. All professional development for teachers and staff will include elements of technology integration as appropriate.

PROFESSIONAL DEVELOPMENT AND TECHNOLOGY SUPPORT:
Staff training and commitment is an absolute necessity to ensure the success of this District Technology Plan. Support for school staff entails a variety of strategies, including: university classes, workshops, staff release time, tuition support, hardware/software availability, technological support and other resources.

PARTNERS IN EDUCATION:
Community, school and parental support of this technology plan is vital. Community and parental awareness and involvement are essential in assisting the schools to continue to acquire necessary technology resources. The Ruidoso schools will facilitate appropriate parent support opportunities to encourage computer and technology use beyond the traditional school day, including everyday applications at home and the community. We will continue to partner with Eastern New Mexico University, Hubbard Foundation, National Science Foundation, Hubbard Museum of the American West, and others to provide the best possible technology resources for our students.

ADULT LITERACY:
The district will continue to work in collaboration with ENMU-Ruidoso Instructional Center and other institutions of higher education to provide and support adult literacy services throughout the community.

INNOVATIVE DELIVERY STRATEGIES:
Ruidoso Municipal Schools will continue to develop and employ innovative strategies to utilize technology in support of educational endeavors. Our goal is to consistently update not only the district's hardware and software, but to also ensure staff members receive appropriate training to be able to effectively infuse technology across our integrated curriculum. Through collaboration with our educational and adult literacy partners, we will seek funds to enhance access to technology, with a major emphasis on increasing the use of wireless laptop computers in support of classroom and research activities. We also are committed to ensuring staff members are exposed to new and innovative ideas gathered from a variety of sources, i.e. workshops, trade publications, newsletters and industry trade shows.

Needs Assessment and Program Evaluation

This technology plan is not a "stand alone" document but an integral part of our Educational Plan for Student Success (EPSS). Ruidoso Municipal School District follows the North Central Association Outcomes Accreditation process in conducting self-studies, identifying target areas, and formulating School Improvement Plans. Our needs assessment process includes an in-depth self-study process conducted at both the building and district levels.

Our Comprehensive Assessment System is the accountability component of our EPSS process. Annually, a wide variety of quantitative and qualitative student data is aggregated, disaggregated and analyzed at both the school site and district level. Based on this data review, School Improvement Plans are developed with appropriate revisions and strategies to further improve student success in our EPSS target area goals.

Specific Ruidoso needs assessment information reflected in the EPSS and technology plan is outlined below:

1. Recognition of our unique multicultural school/community (Native American, Hispanic, African American, Anglo, Asian, and Other),
2. Awareness of our high mobility rate and impact on programming and evaluation,
3. Concern for achievement in all areas, especially in written communication, reading comprehension and math, and
4. Recognition of the need for assistive technology resources and services for identified students with disabilities

Periodically, the district technology plan will be reviewed. Appropriate modifications will be adopted and implemented. An Annual Technology Report will be submitted to

the New Mexico Public Education Department and shared with our community, detailing evaluation results and recommendations.

Implementation Plan

The Ruidoso Municipal School District will support this technology plan through staff involvement, standards, resources, and professional development.

STAFF INVOLVEMENT:

Designated personnel, committees and processes are necessary to implement this plan.

- The District Technology Committee meets several times per year with representatives from school sites and the community. This committee provides input in developing and monitoring the District Technology Plan and district technology activities. The challenge is to develop and implement consistent standards and activities to ensure student achievement and progress with our EPSS target area goals.

- District Technology Chairs include administration and teacher representatives. The chairs facilitate the District Technology Committee activities, coordinate and monitor District Technology Plan activities, and provide follow-up through specific implementation and accountability activities.

- Building Technology Committees have been established at each school site. These committees develop specific building goals and oversee and monitor district and site technology implementation activities.

- District Information Systems Technician coordinates and implements District Technology Plan policies, procedures, and activities.

- Building Technology Facilitators are selected at each school site and responsibilities include:

    - Assist Building Technology Committee and principal in implementing Building Technology Plan and District Technology Plan
    - Provide basic maintenance and trouble-shooting information and assistance for building staff

- Serve as "clearinghouse" for building computer/technology problems; resolve issues or refer problem to principal and or district Information Systems Technician for solution
- Serve as liaison between principal/school and district
- Director of Technology to foster clear communication
- Complete various district sponsored technology maintenance workshops as appropriate

STANDARDS:

The district establishes standards to be implemented systematically.

- Develop specifications for hardware and software purchases
- To the extent necessary and possible, align all technology standards and policies with those of the published policies of the State of New Mexico Chief Information Office.
- Support identified software packages through the purchase of district and site licenses and technical assistance
- Support district software solutions and technical assistance
- Provide computer(s) and appropriate resources in each classroom specifically for internet, e-mail, technology integration, etc.
- Enforcement of security practices and procedures
- Ensure compliance with FERPA, CIPA and other relevant regulations

RESOURCES:

Ruidoso Municipal School District will attempt to provide appropriate financial and support resources.

- Maintain a cost effective computer replacement schedule with the goals of maximum effective use of assets and staying abreast of industry standards
- Commit funds for maintenance and upgrade of infrastructure (i.e. LAN/WAN systems, etc.)
- Establish a set technology budget annually
- Blend programs to commit funds annually for technology related professional development
- Develop grant proposals which support and enhance this technology plan
- Require and allocate resources to ensure appropriate initial training and ongoing training support for all instructional and support related program implementations.

PROFESSIONAL DEVELOPMENT:

The district will facilitate staff training activities.

- Identify and prioritize district training needs
- Develop specific technology related Professional Development Plans (PDP) for all staff as appropriate
- Provide release time, tuition support and other accommodations as required
- Collaborate with local university resources to develop and deliver professional development opportunities as necessary and as determined by the ongoing assessment process.
- Work with vendors to develop and deliver appropriate training and professional development as required to ensure effective implementation of new technology systems and programs.

NEEDS ASSESSMENT:

As part of the annual process and under the direction of district administration, the technology staff will perform an assessment of the state of the district's telecommunications, data systems, hardware, software and related or affected services. The assessment will be conducted to determine relative strengths and weakness, establish priorities for improvements and needed capacity upgrades. Provisions for meeting the identified needs will be identified in the budget process and resources will be allocated as possible.

ACCOUNTABILITY MEASURES:

The district will evaluate effectiveness of technology integration in the classroom and student success through:

- The RMSD Comprehensive Assessment System including all student data relative to target area goals
- The district's Quality of Education Survey
- Documentation of individual RMSD Student Technology Goals

2009-2012 Technology Plan Goals

Goal #1

Goal: Apply student technology competency standards and monitor/document individual student achievement.

A. Link to EPSS – The district will develop appropriate competency standards to address the EPSS goals of Caring for Self and Others, Written Communication, Reading Comprehension, and Math.

B. Link to State Technology Plan – This goal aligns with the proposed State technology goals 1, 2, and 3.

C. Implementation Strategies

1. Periodically update current RMSD Student Technology Goals
2. Monitor and document student achievement of Student Technology Goals
3. By graduation, high school students will produce a digital Career Pathways portfolio as a resource for post graduation endeavors
4. Implement five-year computer replacement schedule
5. Maintain and upgrade infrastructure (LAN, WAN, satellite system, etc.)

D. Technology Acquisitions/Funding Resources

1. Operational budget
2. Federal program support (Title I, Title II – D, Title VIII, IDEA, etc.)
3. E-rate
4. Bond Building (Educational Technology Equipment Act)
5. SB-9
6. Education for Technology Fund
7. Enhancing Education Through Technology
8. Community Partnerships, local and other grants and foundations

E. Technology Integration – see Philosophy, page 4

F. Innovative Delivery Strategies – see Philosophy, page 4

G. Professional Development

1. University classes
2. RMSD designed and implemented technology workshops
3. Professional Development Plans (PDP)
4. Vendor specific workshops/conferences

H. Parental Involvement

1. Increase use of e-mail to communicate with parents regarding school activities

2. Increase use of automated voice calling system (School Messenger) to contact parents of high school students regarding school activities
3. Promote and increase use of PowerSchool and PowerGrade program Pre K – 12 to provide consistent and accurate student, program, and staff information
4. Continue and expand PowerSchool component to communicate academic and attendance information on-line for students and parents

I. Assessment Methods (students, staff)

1. Comprehensive Assessment System including all student data relative to target area goals (state mandated assessments, Ruidoso Writing Assessment, etc)
2. Quality of Education Survey
3. Documentation of individual RMSD Student Technology Goals

J. Timeline: 2009-2012 school years

K. Responsible Parties – District Technology Committee, Building Technology Committees, Principals, Associate Superintendent, students, parents, teachers

Goal #2

Goal: Continue to support enhanced technology competency strategies for all licensed instructional staff and align with professional development plans.

A. Link to EPSS - The district will develop appropriate competency standards to address the EPSS goals of Caring for Self and Others, Written Communication, Reading Comprehension, and Math.

B. Link to State - This goal aligns with the proposed State Technology goals 1, 2, and 3.

C. Implementation Strategies
1. Review, critique, revise current RMSD staff technology expectations and Professional Development Plans
2. Research various national technology standards/competencies for instructional staff
3. Finalize PDP procedures

D. Technology Acquisitions/Funding Resources
1. Operational budget
2. Federal program support (Title I, Title II – D, Title VIII, IDEA, etc.)
3. E-rate
4. SB-9
5. Education for Technology Fund
6. Community Partnerships, local and other grants and foundations

E. Technology Integration – see Philosophy, page 4

F. Innovative Delivery Strategies – see Philosophy, page 4

G. Professional Development
1. University classes
2. RMSD designed and implemented technology workshops
3. Professional Development Plans (PDP)
4. Vendor specific workshops/conferences

H. Parental Involvement – Parents will provide input through building and district technology committee

I. Assessment Methods (students, staff)
1. Workshop/university class attendance and completion
2. Professional Development Plans
3. Analysis of lesson plans

4. Comprehensive Assessment System including all student data relative to target area goals (state mandated assessments, Ruidoso Writing Assessment, etc)
5. Quality of Education Survey
6. Documentation of individual RMSD Student Technology Goals
7. Career Pathways portfolios
8. Grants awarded and successful completion of grant requirements
9. Total number of district computers

J. Timeline: 2009-2012 school years

K. Responsible Parties – District Technology Committee, Building Technology Committees, Principals, Associate Superintendent, and instructional staff

GOAL #3

Goal: Maintain and upgrade technology infrastructure to support student achievement and staff professional development.

A. Link to EPSS - The district will develop appropriate competency standards to address the EPSS goals of Caring for Self and Others, Written Communication, Reading Comprehension, and Math.

B. Link to State - This goal aligns with the proposed State Technology goals 1, 2, 3, and 4.

C. Implementation Strategies
1. Continue community partnerships to develop LAN/WAN solutions
2. Regularly review and revise security solutions for LAN/WAN
3. Upgrade existing LAN/WAN infrastructure
4. Expand wireless infrastructure capabilities as possible
5. Expand use of Channel 15 and district website for community communication and service
6. Review, revise, and upgrade district hardware and software standards as needed
7. Expand use of PowerSchool and PowerGrade programs to accommodate STARS and other state reporting requirements, communicate academic and attendance information, and to provide consistent and accurate student, program, and staff information

D. Technology Acquisitions/Funding Resources
1. Operational budget
2. Federal program support (Title I, Title II – D, Title VIII, IDEA, etc.)
3. E-rate
4. SB-9
5. Education for Technology Fund
6. Community Partnerships, local and other grants and foundations

E. Technology Integration – see Philosophy, page 4

F. Innovative Delivery Strategies – see Philosophy, page 4

G. Professional Development
1. University classes
2. RMSD designed and implemented technology workshops
3. Professional Development Plans (PDP)
4. Vendor specific workshops/conferences

H. Parental Involvement – Parents will provide input through building and district technology committees

I. Assessment Methods (students, staff)
1. Workshop, university class attendance and completion

2. Professional Development Plans
3. Analysis of lesson plans
4. Comprehensive Assessment System including all student data relative to target area goals (state mandated assessments, Ruidoso Writing Assessment, etc)
5. Quality of Education Survey
6. Documentation of individual RMSD Student Technology Goals
7. Career Pathways portfolios
8. Grants awarded and successful completion of grant requirements
9. Total number of district computers

J. Timelines – 2009-2012 school years

K. Responsible Parties – District Technology Committee, Building Technology Committees, Principals, Associate Superintendent, and Information Systems Technician

Goal #4

Goal: Increase accessibility to information for students and staff through the use of diverse and advanced technologies

A. Link to EPSS - The district will develop appropriate competency standards to address the EPSS goals of Caring for Self and Others, Written Communication, Reading Comprehension, and Math.

B. Link to State - This goal aligns with the proposed State Technology goals 4, 1, 2, and 3.

C. Implementation Strategies
   1. Continue to acquire mobile wireless laptop labs for implementation throughout the district
   2. Develop a plan for disseminating satellite and other streaming visual media programming information to staff and students
   3. Research diverse and advanced technologies and evaluate for possible student and staff applications
   4. Develop a collaborative system for sharing internet resources and appropriate educational websites for use in the classroom
   5. Research available electronic textbook sources

D. Technology Acquisitions/Funding Resources
   1. Operational budget
   2. Federal program support (Title I, Title II – D, Title VIII, IDEA,etc.)
   3. E-rate
   4. SB-9
   5. Education for Technology Fund
   6. Community Partnerships
   7. Local and other grants and foundations

E. Technology Integration – see Philosophy, page 4

F. Innovative Delivery Strategies – see Philosophy, page 4

G. Professional Development
   1. University classes
   2. RMSD designed and implemented technology workshops
   3. Professional Development Plans (PDP)
   4. Vendor specific workshops/conferences

H. Parental Involvement
   1. Provide training for students and parents to ensure effective use of technology at home
   2. Increase use of e-mail to communicate with parents regarding school activities

3. Increase use of automated voice calling system (School Messenger) to contact parents of high school students regarding school activities
4. Promote and increase use of PowerSchool and PowerGrade program PreK – 12 to provide consistent and accurate student, program, and staff information
5. Continue and expand PowerSchool component to communicate academic and attendance information on-line for students and parents

I. Assessment Methods (students, staff)
   1. Comprehensive Assessment System including all student data relative to target area goals (state mandated assessments, Ruidoso Writing Assessment, etc)
   2. Quality of Education Survey
   3. Documentation of individual RMSD Student Technology Goals
   4. Career Pathways portfolios
   5. Grants awarded and successful completion of grant requirements
   6. Total number of district computers|

J. Timeline: 2009-2012 school years

K. Responsible Parties – District Technology Committee, Building Technology Committees, Principals, Associate Superintendent, students, parents, teachers

Goal #5

Goal: Refine and enhance the technology infrastructure plan to support student achievement and staff development at the new Ruidoso Middle School facility and from this process, establish and document the technology infrastructure model for future facilities.

A. Link to EPSS - The district will develop appropriate competency standards to address the EPSS goals of Caring for Self and Others, Written Communication, Reading Comprehension, and Math.

B. Link to State - This goal aligns with the proposed State Technology goals 1, 2, 3 and 4.

C. Implementation Strategies
   1. Collect information and document the processes and procedures followed in developing the technology infrastructure plan for the new Middle School facility
   2. Create technical documentation library that will support the ongoing maintenance and any future enhancements and serve as a model for all future facility improvements
   3. Validate infrastructure design elements by aligning with student achievement and staff development goals.
   4. Facilitate periodic meetings during first year of facility occupancy that encourage open discussion of positive and negative experiences regarding the building technology infrastructure. Use the information gathered to further refine the facility planning and development process.
   5. Develop and publish a facilities technology planning and implementation procedures document that uses the lessons learned from the Middle School project to establish procedures to be followed and considerations to be addressed to streamline future infrastructure development projects.

D. Technology Acquisitions/Funding Resources
   1. Operational budget

E. Technology Integration – see Philosophy, page 4

F. Innovative Delivery Strategies – see Philosophy, page 4

G. Professional Development
   1. Workshops for development of technical facilities documentation

H. Parental Involvement – Parents will provide input through surveys and directed discussions at Parent Advisory Council meetings.

I. Assessment Methods (students, staff)

1. Comprehensive Assessment System including all student data relative to target area goals
2. Quality of Education Survey
3. Independent evaluation of completed documents by paid consultants

J. Timeline: 2009-2012 school years

J. Responsible Parties – District Technology Committee, Building Technology Committees, Principals, Associate Superintendent, students, parents, teachers

Goal #6

Goal: Research, develop and implement online computer mediated instructional delivery strategies including classroom management and collaboration software, electronic delivery of instructional materials, and classroom communication tools.

A. Link to EPSS - The district will develop appropriate competency standards to address the EPSS goals of Caring for Self and Others, Written Communication, Reading Comprehension, and Math.

B. Link to State - This goal aligns with the proposed State Technology goals 1, 2, 3 and 4.

C. Implementation Strategies
   1. Research current best practices in online instructional delivery, evaluate for adoption of practices into district guidelines for creation and implementation.
   2. Adopt and promote use of state provided Blackboard instructional portal system as appropriate within the district
   3. Provide faculty development opportunities to enhance "buy in" of Blackboard as an integrating, technology – enhanced tool that demonstrates favorable student learning impact
   4. Establish faculty teams to pilot multiple classes in diverse subject areas and appropriate range of grade levels. Evaluate process and experience for challenges and opportunities related to subject and grade-level specific implementations.
   5. Publish district guidelines for creation and management of classes with online component including best practices, appropriate procedures, documentation processes and grading criteria.
   6. Provide and support ongoing opportunities for related professional development
   7. Establish mentorship program that leverages local University faculty experienced in developing and managing computer mediated instructional delivery.
   8. Evaluate effectiveness and modify processes and procedures as necessary.

D. Technology Acquisitions/Funding Resources
   1. General Obligation Bond
   2. Operational budget
   3. Federal program support (Title I, Title II – D, Title VIII, IDEA, etc.)
   4. E-rate
   5. SB-9
   6. Education for Technology Fund
   7. Community Partnerships
   8. Local and other grants and foundations

E. Technology Integration – see Philosophy, page 4

F. Innovative Delivery Strategies – see Philosophy, page 4

G. Professional Development
   1. Workshops provided by the Regional Educational Cooperative staff.
   2. Faculty led peer training sessions
   3. RMSD designed and implemented technology workshops
   4. Professional Development Plans (PDP)
   5. Vendor specific workshops/conferences

H. Parental Involvement – Parents will provide input through building and district technology committees. Parents of students in pilot classes will be provided materials and information that will provide guidance and enhance their student's success.

I. Assessment Methods (students, staff)
   1. Comprehensive Assessment System including all student data relative to target area goals (state mandated assessments, Ruidoso Writing Assessment, etc)
   2. Quality of Education Survey
   3. Specific student and parent surveys
   4. Metrics provided within the Blackboard system
   5. Teacher satisfaction surveys and subjective evaluations.

J. Timeline: 2009-2012 school years

K. Responsible Parties – District Technology Committee, Building Technology Committees, Principals, Associate Superintendent, students, parents, teachers