

**HOLDEN R-III SCHOOL DISTRICT
COMPREHENSIVE SCHOOL IMPROVEMENT PLAN
2013-2018**

- 1. The district will receive at least 90% of the points possible on the Annual Performance Report.**
- 2. Programs to assist students in college/career exploration and application will be developed and implemented.**
- 3. The district will provide attractive, safe, handicapped accessible, educationally sound facilities.**
- 4. The district will maintain financial stability.**
- 5. The district will maintain community relationships that engender support, trust and a perception that the school system is doing a good job of educating students.**
- 6. To maximize student performance the district will recruit and retain highly qualified and competent staff for all district positions.**
- 7. The district will provide extended learning opportunities for students.**
- 8. The district will maximize the use of technology to improve student performance.**

Objective 1: The district will receive at least 90% of the points possible on the Annual Performance Report.

Strategy:

1. Attendance in the Holden R-III District will meet the APR standard.

Action Steps:

- Contact will be made with parents of students absent if the reason for absence is unknown. (Building Principals)
- All schools will implement quarterly attendance incentive programs and announce attendance at least weekly. (Building Principals)
- Parents will be informed of the importance of school attendance. (Building Principals)
- Eagle Grams will be used to reward good attendance. (Building Principals)
- Bright Futures programs will be used to promote school attendance. (Building Principals)
- Aggressive health measures will be implemented with more specific measures taken during periods of increased illnesses. (School Nurse)
- Information concerning personal health issues will be provided to families. (School Nurse)

Related Procedures:

- Attendance policy will be annually reviewed and revised at all grade levels. (Building Principals)
- Students who are frequently absent will be identified and school personnel will work with those families. (Building Principals)
- The district newsletter and the district website will be used to stress the importance of regular school attendance. (Public Relations Coordinator)
- A Wellness Committee will be maintained and the names of members publicized. (Wellness Committee Chairperson)
- A Safe/Drug Free Schools Committee will be maintained and the names of members publicized. (Superintendent)

Strategy:

2. The district will provide alternative education strategies.

Action Steps:

- Investigate alternative school programs for students in grades 6 through 12 for possible future implementation. (High School/Middle School Principals & Assistant Superintendent)
- Each school will continue to support Response to Interventions programs to help student who are at risk of low academic achievement. (Building Principals)
- The district will expand computer based instructional programs and distance learning opportunities for students. (Building Principals & Assistant Superintendent)

- Implement programs that provide math support for students in grades K-8. (Elementary/Middle School Principals & Assistant Superintendent)
- The district will provide enrichment opportunities during the school day.

Strategy:

3. Data will be utilized to justify changes in curriculum, instructional practices, differentiate instruction and to determine professional development needs.

Action Steps:

- Instructional staff will use data to adjust instruction and review performance. (Assistant Superintendent)
- Terra Nova, MAP, and End of Course data will be reviewed annually. (Assistant Superintendent)
- The K-5 staff will review results from running records, DRA, DRP, AIMSWeb & Discovery assessments. (Elem. Principal)
- The 6-8 staff will review results from DRP, AIMSWeb & Discovery assessments. (MS Principal)
- The 9-12 staff will review results from the DRP assessment after each semester. (HS Principal)
- High school students not showing improvement on the DRP scores will be referred for SOAR help at the beginning of the next school year. (HS Principal)
- The staff will review grades and credits earned. (Building Principals)
- Staff will review common assessment data. (Assistant Superintendent)
- Middle school and high school staff will review SOAR referrals on individual students to evaluate how effective the program is and to determine changes that may be needed. (HS/MS Principals)
- Staff may meet with students referred for SOAR during department meetings to evaluate student progress. (HS Principal)
- Staff will review attendance and discipline data. (Building Principals)
- Enhance enrichment and incentive programs for students. (Building Principals)
- Keep records of students who are participating in enrichment during SOAR and provide this information to staff. (Building Principals)
- Implement standards referenced grading. (Assistant Superintendent/Building Principals)

Related Procedures:

- The Professional Learning Community process will continue at all levels. (Assistant Superintendent)

Strategy:

4. Professional Development will be provided for staff.

Action Step

- Collaboration time for PLC teams will be provided during the school day. (Building Principals)

- PLC teams will review common assessment data and share instructional strategies. (Building Principals)
- Instructional coaches will be utilized as needed to provide assistance to staff. (Assistant Superintendent)
- Staff members will become familiar with the Core Academic Standards and the Smarter Balanced Assessment. (Assistant Superintendent)
- Teachers will be trained in the use of assessment techniques aligned to the Smarter Balanced Assessment. (Assistant Superintendent)

Related Procedures:

- All staff members will receive training in cooperative learning, technology and literacy strategies. (Assistant Superintendent)
- The district will continue to be a Professional Development School for the University of Central Missouri.(Assistant Superintendent)
- A summer institute will be conducted for certified staff new to the district. (Assistant Superintendent)
- Staff members will receive necessary safety training. (Superintendent)
- Staff members will have online opportunities for professional development. (Director of Technology)
- Teachers will be trained in the use of assessment techniques aligned with the Smarter Balanced assessment. (Assistant Superintendent)

Strategy:

5. Curriculum will continually be revised to include all required components of the Missouri School Improvement Program.

Action Steps:

- Curriculum will include higher-order learner objectives. (Assistant Superintendent)
- The Core Academic Standards will be incorporated in all grade levels. (Assistant Superintendent)
- Technology objectives will be incorporated into the curriculum.(Assistant Superintendent & Director of Technology)
- Teaching strategies will incorporate technology resources. (Director of Technology and Assistant Superintendent)

Strategy:

6. Library Media Centers will support the educational programs.

Action Steps:

- Library Media personnel and classroom teachers will collaborate to integrate information literacy skills into the curriculum. (Assistant Superintendent)
- Summer reading programs will be provided through the summer school program. (Assistant Superintendent)
- A targeted summer reading program will be implemented for elementary students. (Assistant Superintendent)

- Investigate the viability of a mobile summer reading program. (Assistant Superintendent)

Related Procedures:

- Resource collections in all buildings will meet all MSIP standards (Coordinator of Communications & Grants)
- The library media center will be open to students and parents after school as needed. (Coordinator of Communications & Grants)

Strategy:

7. A plan for recognizing academic achievement will be continued and expanded.

Action Steps:

- The district will implement academic recognition programs to recognize academic achievement. (Assistant Superintendent)
- Continue the academic letter program at the high school. (HS Principal)
- A visual display of academic achievement will be the focus at the front entrance of the high school. (HS Principal)
- The district will recognize superior performance on Smarter Balanced Assessments and EOC tests. (Assistant Superintendent & Building Principals)
- Grading periods will consist of six progress terms and two semesters per year at the high school and elementary/middle school students grading periods will consist of four quarters and two semesters per year. (Building Principals)
- Continue to provide parents/guardians with online access to students' grades. (Director of Technology)

Strategy:

8. Improve participation and performance on all high school assessments.

Action Steps:

- Provide ACT preparation opportunities for students during and after school hours. (HS Counselors)
- Use the district media to publicize information concerning the ACT such as the district website, district sign, local newspaper, school bulletins, student agendas, seminar, conferences, etc. (Coordinator of Communications & Grants)
- Offer ACT workshops on a flexible schedule. (HS Counselors)
- Excuse seniors from the second semester final exams if they have scored at or above the national average on the ACT. (HS Principal)
- Administer the PLAN test to sophomores each school year. (HS Counselors)
- Administer the ASVAB assessment to juniors each school year (HS Counselors)
- Administer the COMPASS test (HS Counselors)
- Investigate ACT preparation programs that could be implemented.

- Utilize SOAR to provide ACT preparation for students (HS principals)
- Inform students/parents of the connection between a rigorous course selection and high ACT scores. (HS Counselors)

Related Procedures:

- The district will continue to be an official ACT testing site. (HS Counselors)
- Pay for the students to take the ACT *up to three times* during their high school career if they attend the practice workshops. (Superintendent)
- Allow seniors the option to retake the ASVAB assessment. (HS Principal)

Strategy:

9. Prepare students for post-secondary advancement.

Action Steps:

- Meet with parents and students during the eighth grade year to develop the six-year plan. (HS Counselors)
- Meet with students during their sophomore year to evaluate their progress on the six-year plan and continue to meet yearly with students until they graduate. (HS Counselors)
- Inform students/parents of the connection between a rigorous course selection and high ACT scores. (HS Counselors)
- Increase the number of courses offered for dual credit and the number of higher level elective classes. (HS Principal)
- Investigate offering Algebra I in 8th grade (Assistant Superintendent/MS Principal)
- Investigate offering a section of Algebra I that meets every day for select 9th grade students. (HS Principal)

Related Procedures:

- Require students to take four years of math and English. (Superintendent)
- Continue to offer four years of science and social studies. (Superintendent)

Objective 2: Programs to assist students in college/career exploration and application will be developed and implemented.

Strategy:

1. A career exploration program will be implemented

Action Steps:

- The district will cultivate business partnerships, communicate with partners and recognize them. (School to Career Coordinator)
- The district will increase school-to-work opportunities for students, such as job shadowing, interview days and career trips. (School to Career, SAE, and Work Study Coordinators, High School Guidance Counselors)
- Use an online college preparation program (HS Guidance Counselors)
- Expand the Occupations/School to Work program to include more community involvement with business people (School to Career, SAE, Work Study Coordinators)
- Provide preparation/enrichment opportunities for college entrance exams (High School Guidance Counselors)
- Distribute a survey to graduates at six months and twelve months post graduation with invitations to continue career guidance with HS counselors (High School Guidance Counselors)

Related Procedures:

- District counselors will continue to implement career objectives from the Missouri Comprehensive Guidance Plan (Building Counselors)
- Continue to develop six-year plans at the high school level and post graduation that include a career pathway (High School Guidance Counselors)
- Continue to put all courses into Career Pathways (High School Guidance Counselors)
- Continue career education programs at all grade levels. (Building Counselors)
- Continue to incorporate workplace readiness skills into the curriculum (Assistant Superintendent)
- Vocational class offerings will continue as offered locally and through WACC (High School Principal)
- Continue to work with WACC to provide opportunities such as internships (HS Principal)
- Students will be encouraged to enroll in vocational classes (High School Guidance Counselors)
- Continue to administer the PLAN, COMPASS, and ASVAB tests (High School Guidance Counselors)
- Continue to provide the ACT preparation workshop
- Students will be encouraged to explore career pathways through the senior project

Strategy:

2. Academically rigorous and dual credit class will be provided in all core areas.

Actions Steps:

- Maximize the use of technology to provide selection of courses offered (High School Principal)
- Encourage students to choose academically challenging courses. (High School Guidance Counselors)

Related Procedures:

- Continue to offer dual credit courses in all core academic disciplines. (High School Principals)

Strategy:

3. The high school will continue with the A+ commitment.

Actions Steps:

- Track the number of students enrolled in the A+ programs and their completion of all A+ criterion upon graduation. (A+ Coordinator)

Related Procedures:

- Inform parents/students of A+ status via progress reports (A+ Coordinator)
- A partnership committee will continue to meet on an annual basis to give feedback to the district and encourage business partnerships in the community. (A+ Coordinator)
- 8th grade Parent Information Night
- Study sessions will be provided to prepare students for End of Course testing in Algebra I (Math Department)

Strategy:

4. Implement prevention strategies for at-risk students.

Action Steps

- A K-12 at-risk program will continue to develop strategies to improve the graduation rate. (Assistant Superintendent & Building Principals)
- Alternate classes and credit recovery classes will be offered during the school day and after school hours. (High School Principal)
- Building at-risk committees will meet and formalize a plan for students at risk. (Assistant Superintendent)
- An after school homework assistance program will be provided for grades 5-12 (Building Principals)
- Students who receive failing grades will be encouraged to attend homework sessions. (Building Principals)
- Students who are failing classes will meet to discuss their options. (Guidance Counselors)
- Freshmen with missing assignments, failing grades, or zeroes will be offered a freshmen only homework club. (High School Principal)

- Talon Time teachers will meet weekly to discuss academic progress with students. (Teachers 9-12)
- An elementary tutoring program will be provided K-5. (Elementary Principal)
- Explore options to create alternative education programs. (Assistant Superintendent and Building Principals)
- Meet with parents and teachers of students who are not on track to graduate with their class to discuss their options. (High School Principal and Counselors)
- Students who wish to dropout of school will meet with counselors and/or principal to explore options available to them. (High School Principal and Counselors)
- Follow-up counseling services will be provided for dropouts in order to facilitate their return to school. (High School Guidance Counselors)

Related Procedures:

- District promotion/retention policy will be reviewed and revised as needed. (Assistant Superintendent and Building Principals)
- District grading policy will be reviewed and revised as needed. (Assistant Superintendent and Building Principals)
- RtI programs will be implemented K-12. (Building Principals)
- Alternative Educational Center options will be offered. (High School Principal)

Objective 3: The district will provide attractive, safe, handicapped accessible, educationally sound facilities.

Strategy:

1. Emergency drills will be conducted on a regular basis.

Action Steps:

- Each building will schedule and conduct 3 fire, 2 tornado, 2 intruder, 1 reverse evacuation, and 1 earthquake drill (Building Principals)
- Each bus will conduct an emergency evacuation drill bi-annually. (Aux. Services Supervisor)
- Emergency communication systems between buildings will be exercised and evaluated semi-annually. (Aux. Services Supervisor)

Strategy:

2. Measures will be taken to increase the safety of all students and staff.

Action Steps:

- The emergency safety plan will be revised and modified annually. (Superintendent)
- Security camera picture quality will be improved. (Superintendent)
- Provide training for staff on managing students. (Superintendent)

Related Procedures:

- The student code of conduct will be reviewed and approved annually. (Building Principals)
- Annually evaluate all facilities for safety and security concerns. (Superintendent)
- Bus Drivers will undergo safety training. (Aux. Services Supervisor)

Strategy:

3. Class size will meet minimum standards and at least 75% will meet the desirable standard.

Action Steps:

- Employ/retain staff to meet minimum/desirable MSIP class size standards. (Superintendent)

Strategy:

4. Buildings and grounds will be well maintained.

Action Steps:

- Provide a training program for custodial/maintenance employees. (Aux. Services Supervisor)

Related Procedures:

- Evaluate and provide feedback to employees. (Aux. Services Supervisor)
- Use a work order system for maintenance personnel. (Aux. Services Supervisor)
- Provide every custodial/maintenance person with a daily schedule. (Aux. Services Supervisor)

Strategy:

5. Educational facilities will meet DESE standards and local needs.

Action Steps:

- Provide sidewalks to all campuses. (Aux. Services Supervisor)
- Plant additional trees on the campus. (Aux. Services Supervisor)
- Purchase additional land for future building projects. (Superintendent)
- Evaluate electrical capacity in building and plan for future needs. (Aux. Services Supervisor)
- Maintain, repair or replace building roofs. (Aux. Services Supervisor)
- Improve safety & location of the elementary playground. (Aux. Services Supervisor)
- Develop more efficient traffic flow around the elementary school. (Aux. Services Supervisor)

Strategy:

6. Provide appropriate athletic facilities

Action Steps:

- Improve lighting at baseball field.(Aux. Services Supervisor)
- Improve drainage at baseball field.(Aux. Services Supervisor)
- Renovate current HS girls and boys locker rooms, including PE teacher office, shower facilities, restroom stalls. (Aux. Services Supervisor)
- Explore the possibility of building a new multi-purpose room which would include boys and girls locker rooms, staff workout room and coaches offices. (Aux. Services Supervisor and Activities Director)
- Add a soccer practice field. (Aux. Services Supervisor)
- Add a soccer game field. (Aux. Services Supervisor)
- Maintain and recondition track. (Aux. Services Supervisor)
- Develop a plan for softball field use. (Activities Director)
- Add storage behind the middle school for football equipment. (Activities Director)

Strategy:

7. A safe, efficient transportation system will be provided.

Action Steps:

- Review correct loading and unloading procedures monthly (Aux. Service Supervisor)
- Yearly replace buses in fleet to stay up-to-date (Aux. Service Supervisor)
- Perform yearly ride along evaluations of drivers (Aux. Service Supervisor)
- Provide a handbook for bus drivers (Aux. Service Supervisor)
- Conduct bus inspections (Aux. Service Supervisor)
- Conduct monthly safety meetings/trainings with drivers (Aux. Service Supervisor)
- Conduct route studies annually (Aux. Service Supervisor)

Objective 4: The district will maintain financial stability.

Strategy:

1. The district will maintain a balanced budget.

Action Steps:

- Aggressively seek grant funding as well as other outside revenue streams (Coordinator of Communications and Grants)
- Monitor line item expenditures to insure programs stay within budget (Administrators)
- Review investment procedures (Superintendent)
- Maintain district reserve balances at or above 13% (Superintendent)

Strategy:

2. Involve the Board, patrons and staff in the budgeting process.

Action Steps:

- Staff will complete budget requests (Superintendent)
- Annually the Board will conduct a work session to review preliminary budget and establish priorities (Superintendent)
- Board will adopt the preliminary budget (Superintendent)
- Board adopts fiscal year budget (Superintendent)

Objective 5: The district will maintain community relationships that engender support, trust and a perception that the school system is doing a good job of educating students.

Strategy:

1. The district will solicit input from the community.

Action Steps:

- The Board of Education and administration will conduct appropriate surveys of the internal and external school communities based on current issues, utilizing online surveys to promote participation at least once per calendar school year. (Superintendent)
- District representatives will meet with various community groups and organizations to discuss issues related to the school district and provide appropriate feedback from surveys. (Superintendent)

Related Procedures:

- The Board will annually conduct Stakeholders meetings that will provide community input on specific district issues and goals. The comments from the meetings will be reported to the entire Board of Education. (Superintendent)

Strategy:

2. The district will assess and whenever possible meet the transportation needs of the school age population in regards to the district's boundaries.

Action Steps:

- Assess community and student population growth patterns and projections (Superintendent)

Related Procedures:

- Before and after school-age (PK-5) care will continue to be available for students. (Superintendent)
- Transportation to designated drop off points will be provided for students who stay after school for academic/athletic programs (Aux. Services Supervisor)

Strategy:

3. Create a positive school image with the district patrons.

Action Steps:

- School events, information, student achievements, honors, and teacher recognition will be publicized in the local newspapers, on the school website, district newsletter, and in local businesses. (Coordinator of Communications)
- Encourage community participation in district activities and special events utilizing district's digital sign, iHigh activities website, monitors in school entrances displaying activities and photo galleries. (Activities Director and Coordinator of Communications)
- Congratulate students and families with honors, awards, etc. by school

correspondence or contact and special events such as R.I.S.E. Awards Ceremony, Academic Awards Ceremony, school board student recognitions, Hall of Fame. (Administrators)

- Establish Distinguished Alumni program to honor alumni for their professional achievements and contributions to society. (Assistant Superintendent)
- Encourage parents to attend parent/teacher conferences. Extend an invitation to schedule individual meetings with families unable to attend parent/teacher conferences. (Building Principals)
- Enlist student and staff organizations in community efforts through service learning project, -senior projects, National Honor Society, Octagon Club, SADD, PTSO, PTO, Optimist, Chamber, FCCLA. (Building Principals)

Strategy:

4. Provide multiple ways to inform parents and patrons about education related issues.

Action Steps:

- Utilize social media (i.e. Facebook fan page) (Coordinator of Communication)

Related Procedures:

- Use district level and building level communications (Coordinator of Communication)
- Newsletters and e-mail publications by buildings, clubs, programs, etc. (Coordinator of Communication)
- Utilize bank signs, church bulletins, newspapers, text messaging, One Call Now phone notifications, district's digital sign, iHigh activities website to inform the public on school issues (Coordinator of Communication)
- Publish school activities on the calendar and in the newspaper (Coordinator of Communication and Activities Director)

Strategy:

5. Encourage parental/patron involvement in the education system.

Action Steps:

- Arrange focus groups by building level stakeholder /patrons meeting at district level (Superintendent)

Related Procedures:

- Continue an organized volunteer program (Building Principals)
- Expand the number of volunteers in each building – Eagle Buddies, community mentors – Senior Projects, Elementary Fall Celebration (Building Principals)
- Partner with Bright Futures Holden - community partnerships (businesses, human service agencies, faith-based organization and parent groups) uniting together to connect student needs with existing community resources. (Administration Team)

Objective 6: To maximize student performance the district will recruit and retain highly qualified and competent staff for all district positions.

Strategy:

1. The district will provide professional development opportunities for staff

Action Steps:

- Focus professional development activities on literacy, numeracy, Core Academic Standards implementation, Smarter Balanced Assessment, Professional Learning Communities, Response to Intervention, Grading, Data Analysis, and Technology (Assistant Superintendent)
- Utilize data to determine the focus of district professional development opportunities for all staff members. (Assistant Superintendent)

Related Procedures:

- Continue to offer opportunities to study and improve teaching techniques (Assistant Superintendent)
- Maintain Professional Learning Communities in all buildings. (Assistant Superintendent)
- Continue the summer institute for all new teachers in the district (Assistant Superintendent)
- Continue to offer solutions to increase staff participation in professional development activities (childcare, alternative meeting times, etc.) (Assistant Superintendent)

Strategy:

2. The district will review and revise the staff evaluation systems.

Action Steps:

- Provide training for staff members in their respective evaluation models. (Assistant Superintendent)
- Align the district's current evaluation model with the new state model or adopt the new state model. (Assistant Superintendent)

Related Procedures:

- Assist teachers in the development of their individual Professional Growth Plans (Building Principals & Assistant Superintendent)

Strategy:

3. A thorough orientation and mentoring program for new staff members will be conducted each year.

Action Steps:

- Review and revise the mentoring handbook

Related Procedures:

- Offer a pre-contract orientation program with regular follow-up meetings throughout the year (Assistant Superintendent)
- Utilize community members in assisting with assimilating new staff members to the community (Assistant Superintendent)

Strategy:

4. Actively recruit, employ, and retain highly qualified staff.

Action Steps:

- A variety of recruiting and retention techniques will be investigated. (Assistant Superintendent)
- Provide opportunities for teachers to earn credit for professional development and/or a method for advancement on the salary schedule (Superintendent)
- Continue and expand participation in Professional Development Schools (Assistant Superintendent)
- Develop strategic hiring practices to ensure the proper placement of employees according to the needs of the district. (Assistant Superintendent)

Related Procedures:

- Form staff advisory committees each year to enhance building level communication (Building Principals)
- Encourage teamwork among staff members and recognize staff member achievements (Administrative Team)
- Widely publicize all teaching vacancies, internally and externally, and send teams to placement days at regional universities (Assistant Superintendent)
- Maintain a competitive salary schedule and provide a benefit package for all employees. (Superintendent)

Strategy:

5. Annually assess staff satisfaction

Action Steps:

- Conduct exit interviews/surveys with staff members and analyze data to reveal patterns (Assistant Superintendent)
- Utilize surveys to discover what staff members value in their employment (Administrative Team)

Objective 7: The district will provide extended learning opportunities for students

Strategy:

1. Extracurricular activities will be evaluated annually.

Action Steps:

- Student participation in all extracurricular activities will be reviewed. (A.D.)
- Explore additional offerings of extracurricular activities based on student interest. (A.D.)

Related Procedures:

- A balance of extracurricular activities will be provided for all students (academic, sport, music, drama, homework club, tutoring, etc.) and reviewed annually. (A.D.)
- The district will continue to provide an activity bus to increase student participation in extracurricular activities. (A.D. and Aux. Services Supervisor)

Strategy:

2. Expand the enrichment programs.

Action Steps:

- The district will investigate advanced academic programs that are working in other schools and the possible implementation of such programs. (Assistant Superintendent)

Related Procedures:

- Continue to utilize qualified staff to teach upper level classes. (H.S. Principal and Assistant Superintendent)
- Continue to offer a wide range of college classes. (H.S. Principal and Assistant Superintendent)
- Continue to offer a gifted program K-8. (Assistant Superintendent)

Strategy:

3. Annually investigate new advances in technology to learn alternative delivery systems to enrich classroom learning.

Action Steps:

- Develop a video library of teaching strategies to be used as resources for professional development. (Assistant Superintendent)
- Explore cost effectiveness of a variety of new technologies including wireless, handheld, Internet appliances and video delivery systems. (Director of Technology)

Related Procedures:

- Continue to provide distance learning and other alternative delivery systems (Assistant Superintendent, Director of Technology and Building Principals)
- Continue to provide on-line courses (H.S. Principal, Assistant Superintendent, and Director of Technology)

Strategy:

4. Expand current intervention programs offered during the school day.

Action Steps:

- Investigate intervention programs in the area of math. (Assistant Superintendent and Building Principals)

Related Procedures:

- Continue using RtI programs for reading throughout the district. (Assistant Superintendent and Building Principals)

Objective 8: The district will maximize the use of technology to improve student performance.

Strategy:

1. Provide appropriate infrastructure and systems to support reliable and secure telephone and network connectivity for staff and students to support learning, teaching and administration.

Action Steps:

- Continue to add electrical wiring to prevent overloaded circuits where needed. (Director of Technology)
- Expand the capabilities of the Wi-Fi network in the district. (Director of Technology)
- Install and upgrade equipment as needed to meet the needs of remote learners, and “Bring Your Own Device” for staff and students. (Director of Technology)

Related Procedures:

- Maintain centralized phone system with VoIP technology with 911 and emergency lines available in each building. (Director of Technology)
- Provide cellular service where designated by administrative staff. (Director of Technology)
- Recruit, train and retain qualified technology department staff by providing training opportunities in a wide range of systems and services. (Director of Technology and Assistant Superintendent)
- Provide timely repair and maintenance for secure and reliable operation of workstations, laptops, mobile devices, servers and network components through the use of best practices. (Director of Technology)
- Replace computers in offices and classrooms at least once every 4 years, laptops every 3 years, and tablets every 4 years. (Director of Technology)
- Provide equitable access to appropriate technology tools and resources that are varied and diverse and facilitate differentiated, individualized instruction. (Director of Technology)

Strategy:

2. Provide appropriate opportunities through the integration of technology for students to acquire technological literacy skills by the end of eighth grade, and to acquire skills and explore careers that will allow them to be successful in the post high school environment.

Action Steps:

- Analyze current curriculum and compare with NETS requirement. (Director of Technology)
- Provide funding for necessary equipment, classroom space and professional development to meet NETS requirements. (Director of Technology and Assistant Superintendent)
- Upgrade middle school technology lab to continue high quality classroom opportunities for all students and support 8th grade literacy

- requirement. (Director of Technology)
- Install connected classrooms with interactive systems, document cameras, and other input devices. (Director of Technology)
- Install individual student networked computing units in order to provide an optimum environment for student learning. (Director of Technology)
- Develop curriculum that will inspire educators to use research-based instructional strategies that are powered by technology and that engage diverse learners in the excitement of learning through student-centered collaborative activities. (Assistant Superintendent)
- Continue to add capacity for high school computer applications and business technology learning opportunities. (Director of Technology and H.S. Principal)

Related Procedures:

- Maintain the amplification systems to provide resources to meet the needs of learners through out the district. (Director of Technology and Process Coordinator)
- Coordinate opportunities for both traditional high school students and career center students avoiding any overlap. (H.S. Principal)
- Continue the eMINTS-METS support throughout the district. (Director of Technology)

Strategy:

3. All teachers will implement a variety of research based curricula and instruction, and are afforded support of, access to, and appropriate training for using technology to implement, deliver, monitor and assess student learning.

Action Steps:

- Provide self-paced, student directed learning through various web-based instructional sites. (Building Principals and Director of Technology)
- Provide teachers with current, vertical data on student assessment and demographics to help drive instruction and support the RtI efforts of the district. (Assistant Superintendent and Building Principals)
- Fully utilize mobile technology to support individualized instruction, collaborative activities and PLC communities. (Director of Technology and Assistant Superintendent)

Related Procedures:

- Provide opportunities for all staff members to improve educational technology skills. (Director of Technology and Assistant Superintendent)

Strategy:

4. Utilize technology to develop management information and communication systems for administrative and educational purposes that support learning and teaching.

Action Steps:

- Update administrative and educational information systems as needed and as available to meet student and staff needs for interoperability, reporting, feedback, security and reliability. (Director of Technology)

- Implement appropriate systems to improve building security, including but not limited to visitor screening, access controls and surveillance systems. (Director of Technology, Building Principals, and SRO)

Related Procedures:

- Provide materials to members of the board of education in a digital format when feasible. (Superintendent)
- Establish and maintain a sufficient budget to cover the total cost of ownership. (Superintendent)
- Provide filtered web and e-mail access within the district. (Director of Technology)
- Use web access to allow staff to access resources from locations away from campus. (Director of Technology)