



Nativity

L i g h t i n g t h e W a y

Nativity School Technology Plan 2014-2017

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Introduction

School Mission Statement

The mission of Nativity School is to provide your child a solid academic education with a global perspective in which the arts and technology are integrated into the curriculum -- **all rooted in the Gospel of Jesus Christ.**

Technology Vision

Technology is important for the future success of a child and must be integrated into all areas of the curriculum. Nativity strives to provide students with the 21st century skills they need to succeed in the future. In order for students to learn these vital skills, teachers must become familiar with them and utilize them in their classroom as much as possible.

Background Information

Current Status of Technology

Technology at Nativity has come a long way since the start of the last technology plan in 2011. We have greatly improved the faculty awareness and knowledge of technology, expanded the use of cloud technology, and improved the student use of technology in all grades.

The first major accomplishment of the last technology plan was the installation of SmartBoards in all classrooms Grades 1-8. This addition to the rooms greatly enhanced the teacher's ability to create interactive lessons and to better engage students in lessons. Nativity was also able to install a commercial grade wireless system that allows for a better more reliable connection throughout the building.

Significant advances were made in the development of documentation around the technology program, improving the speed of the system and reliability of the system, implementation of Google Apps for education and other cloud resources as well as improving the response time for help desk tickets.

How the Technology Plan was Created

- January 2014 - Surveys were distributed to Faculty, Parish Staff, School Families, and Students in grades 4-8 to help develop the overall themes and goals of the plan
- February 2014 - The Director of Technology in consultation with the Technology Steering Committee reviewed the survey data and worked to develop the goals and strategies of the plan. Initial findings were shared with the Faculty, Pastoral Staff and PTA to make sure we were on the right track.
- March - August 2014 - The writing of the plan and collection of supporting information and budget figures.
- Fall 2014 - Presentation of draft plan to PTA, Faculty, and Pastoral Staff
- October 2014 - Final draft presented for approval

Goals and Strategies for 2014-2017

Expansion of Bring Your Own Technology

Due to the limitation of funding and the growing need for tablets in Grades 4-8 investigate what needs to change in the BYOT policy to improve the BYOT program.

Update the policy to allow students to access the WiFi while at school in a secure way that ensures they are working on school work.

Provide faculty in grades 4-8 the necessary professional development to ensure a smooth rollout of the BYOT program and its success in the classroom

Provide parents the necessary information need about the BYOT program and the technology their students will need to participate

Work to develop a fund to help those families who can not afford to participate in the BYOT program so that those students do not fall behind.

Policy Updates

Review, in a comprehensive way, all existing policies and procedures regarding technology and develop updates that reflect today's circumstances and requirements, meet today's needs and position us to take advantage of tomorrow's opportunities. Strengthen the emphasis on legal, ethical, responsible, sustainable, and secure uses of technology.

Develop a clearer set of standards for hardware and software configurations on individual computers and for access to commonly held technology resources.

Continue our efforts to move away from isolated or rogue technology set-ups or data repositories towards a centrally supported and managed technologies and data environments that deliver a more reliable and secure service. Establish a process for reviewing software (online or installed) before purchase or widespread usage.

Create a clear set of expectations for users regarding maintenance of their parish owned technologies and offer the training and support needed for individuals to meet these expectations.

Develop policies, procedures, and expectations around updates to social media, websites and scope and sequence online.

Smartboards in Kindergarten, Library, and Music

Install SmartBoards (or an equivalent) in the rooms that currently do not have one. This would include, both kindergartens, the library, and the music room.

Phone and Public Address System Upgrades

Upgrade the existing phone system to allow for a phone in each room on campus, including all classrooms and church, to provide for an additional layer of security and accessibility. The new phone system should be cloud based to allow for easy upgrades and to remove the burden of maintenance to the hosting company.

Upgrade the existing Public Address System (PA) to integrate to the new phone system, allowing anyone from any phone to activate the PA in all rooms

Upgrade the existing PA system to eliminate any dead spots on campus including, bathrooms, the New Gym, Cafeteria, Parish Office, and Church.

Printing

Investigate the cost of upgrading the current printers to allow for printing on both sides of the page and to keep up with changing mobile technologies.

Continue work to educate students, parents, and staff on the costs of printing and ways to reduce printing. Through the implementation of PaperCut we can continue to make users aware of the cost of printing and make recommendations on how to reduce printing. With the introduction of tablets and other online tools we can further reduce our printing costs.

Tablets in Grades 1-3

Through fundraising and state dollars work on purchasing a cart of 30 Nexus 7 tablets for each classroom grades 1-3.

Work with the faculty in grades 1-3 on how best to utilize this new resource in their classrooms and with the students.

Parent Education

Provide parents with online resources to learn more about the technology at Nativity, such as Google Apps, as well as other technology they may use on a daily basis. Nativity will provide online training as well as some in person trainings to reach the greatest number of parents and help them better understand technology.

Investigate resources for parents/families who do not have internet access at home so that students will be able to access internet resources at home.

Faculty/Staff Professional Development

Create access to or develop a series of technology self-help materials for members of the Nativity community, delivered through the Help Desk. Review data from the helpdesk to find common issues to add to the knowledgebase and improve the Help Desk self service features.

Create an approach for those among us who have become knowledgeable in some particular aspect of technology to readily share their expertise with others, either in person or via technology, as a way of augmenting the structured support provided by the Director of Technology.

Require mandatory training for all new employees on the technologies they will use the most.

Develop ways to better assess the support and training needs of employees as well as the effectiveness of approaches for meeting those needs and adjust strategies accordingly.

Continue efforts to improve teacher confidence in the use of technology through additional professional development and setting aside dedicated time for faculty to work on technology.

Replacement Plans & Documentation

Develop a plan for replacing aging technology infrastructure such as wiring and switches to help minimize crisis purchases and major outages.

Refine replacement cycles for campus technologies to ensure that existing technologies are replaced with like or better tools and approaches at appropriate times and in ways that are the most cost effective.

Develop a plan for replacing or upgrading the SunRay system to allow for non SunRay thin clients to be added.

Continue the work to document all aspects for technology. How things are used, the network map, the replacement cycle, and when certain tasks/updates are carried out.

Renovations to the computer lab

Improvements to the computer lab could greatly help with the instructional time in the lab. With new tables and a new configuration that faces all students the same direction the lab can be better utilized by all grade levels. In addition each computer should have a dedicated drop to allow for the best connection to the servers.

Mobile App

Develop a mobile application for Nativity that allows for the following functionality push notifications, areas for school, parish, and athletics, integration with Google Calendar. Allow for a password protected portion of the app for the distribution of online directories for the Parish and School.

Technology Standards

Using the federal technology standards as a guideline develop an addendum for Nativity that takes into account the user of Google Docs, the SunRay network, and other elements that are Nativity specific.

Cyberbullying & Digital Citizenship

Select an online curriculum that will help teach students about cyberbullying and digital citizenship. This curriculum should be K-8 grade level appropriate and meet the requirements of the Federal eRate program.

Online Global Education

Investigate what is technology will be needed to move portions of the Global Education program online.

What hardware, software, bandwidth is needed to do Google Hangouts (or the like) with students in other countries? How can we connect with other schools/countries online outside of the exchange programs?

What requirements are there to expand the online world language program?

What would be required to move the Map Tests to an online format? Saving countless amounts of paper and ink as well as ensuring an up to date world geography program.

Monitoring, Evaluation, and Revision of the Plan

Monitoring and Evaluation Process

The goals of the technology plan will be evaluated as follows:

- Members of the Technology Team will assess the progress of the plan and make recommendations for improvements when needed.
- Teacher use of technology will be evaluated informally by the Director of Technology on an annual basis.
- The effectiveness and ease of administrative tasks will be evaluated by the Technology Coordinator, principal, and some staff members annually.
- Parents & Students in grades 4-8 will be surveyed on satisfaction concerning the technology program every three years.

Incorporation of evaluation information for ongoing planning

The Technology Plan shall be reviewed on an annual basis in order to:

- Receive feedback from staff on the effectiveness of the plan.
- Review implementation progress against the milestones identified in the plan.
- Review current and emerging technology and make appropriate modifications to the plan.

Process for reporting to stakeholders

The reports will be communicated by a number of means including:

- Posting of Technology Meeting Minutes
- School Newsletter Articles
- Open House Presentations
- Web Page

Process and timeline for ongoing, long-term planning

The plan will be reviewed and updated during the last quarter of each school year in time for implementation of any required changes for the following school year.

Acknowledgement

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- Mary Ann Buchino - School Psychologist
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- Bob Herring - Principal
- Stefanie Kathman - Intermediate Faculty, Technology Team Member

I deeply appreciate their efforts, time, and support.

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Church of the Nativity of Our Lord