

St. Peter Marian Junior-Senior High
School
Worcester, MA

**Strategic Three-Year
Educational Technology Plan**



January 2010

Accredited by the [New England Association of Schools and Colleges](#)

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**St. Peter Marian Junior-Senior High School
Strategic Educational Technology Plan**

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I. Executive Summary

St. Peter-Marian Junior-Senior High School is located on a 30 acre campus in Worcester, MA and was founded as two separate high schools; St. Peter High School in 1921, and Marian High School in 1963. In an effort to strengthen Catholic secondary education in Worcester, the two high schools merged in 1976. In September of 1989, a junior high school was added to the St. Peter-Marian community. In September 2003, a new junior high school building opened on campus with an enrollment of over 300 students. Due to the economy and demographics in the past few years our numbers have decreased. The combined schools now enroll over 730 students. The communities the students come from represent a wide variety of backgrounds and economic levels.

The administration and teaching faculty of 46 is composed of lay people and one Sister of St. Joseph, who are assisted by 12 additional full-time and part time staff members. St. Peter Marian Junior-Senior High School is fully accredited by the New England Association of Schools and Colleges through 2011.

We have accomplished many of our goals from the last plan was drawn up. These items are listed in section IV (Needs Assessments), in the Current Situation section on page 5. We have always striving to be the best we can, though recent circumstances, enrollment and economy, have harbored some technology that was once present but is not available at the present time. One major issue is with the staffing of employees to teach programming courses, of which we were extremely strong in a few years ago. We have changed direction at this point to work in different areas of study in the computer department as well as integrate technology into the curriculum.

II. Mission

St. Peter Marian Junior-Senior High School's technology mission is to educate and empower administrators, teachers, staff and students to become self-directed, continuous learners and ethical, responsible citizens prepared to meet the increasing challenges of a global, technological society. Further, technology will be used as a vehicle of communication, analysis, and research in the light of Catholic values and moral decision-making.

St. Peter Marian Junior-Senior High School (SPMJSHS) will fortify its mission by providing a state-of-the-art technology program to enable its students to use a wide variety of technology tools to enhance their current and future successes. Among its goals, the school wants its students to use education technologies to pursue quality-learning opportunities. Toward this goal, the school will nurture a dynamic program designed to enhance, broaden, strengthen, and transform learning to produce:

- Students prepared for a future workplace in which a key to success is the ability to access, interpret, analyze, and communicate information in a meaningful and constructive manner;
- Teachers and students who become partners in learning, thus enjoying the benefits of discovering opportunities available through integrating technology into teaching and learning through cooperative activities;
- A school that is an energized center of learning, available to all members of our school community for a vast array of functions.

III. Vision

The vision for SPMJSHS is to further a learning community where:

- Students are actively engaged in a challenging curriculum that is balanced between traditional approached and inquiry-based, hands-on learning;
- Students have the ability to use available technology—hardware, software, and peripherals for real world applications;
- Students have knowledge about legal and ethical issues related to technology;
- Students can identify how technology can be used to achieve specific goals;
- Students take responsibility for their own educational success;
- Teachers use technology to support learning across the curriculum and learn to function as advocates, coaches and managers of information;
- Through ongoing, comprehensive professional development, all teachers acquire the skills and knowledge necessary to integrate technology into a challenging and interdisciplinary curriculum that addresses students’ specific needs and their individual learning styles;
- Teachers continue to use technology to automate administrative functions, thereby allowing more time to be invested on student education and engagement;
- Parental communication by teachers is enabled through email and teacher web pages that will provide a secure student information portal containing grades, assessment and progress reports;
- Grades and test scores can be incorporated into an overall assessment of technology’s impact on improving student outcomes.
- We will continue to have technology available for use in the community.

IV. Needs Assessment

Current Situation

SPMJSHS has made significant strides in its overall educational technology program over the three years, among them are:

1. Enrollment in the Virtual High School program (govhs.org) whereby our students enroll in courses otherwise not available to them in our regular course offerings
2. The purchasing of a wireless cart with 30 laptops – placed in the junior high building
3. There are more computers in the high school library (36) to facilitate classes working on the integration of education and technology in all courses of study
4. The computers throughout the entire school are upgraded every 3-4 years.
5. All systems have the Windows XP operating system on them.
6. All systems are networked.
7. A survey has been done in both buildings to see how many access points are needed to be able to have wireless access throughout the entire campus. We found we need such a large number of access points that we could not afford it at the present time.
8. We did purchase one access point to be able to use the few areas of the school that does not have category 5 cable connections (chapel & auditorium)
9. We have purchased an electronic screen and higher lumen projector to be installed in the auditorium for large group usage.
10. We have instituted a technology fee for students which allow us to purchase equipment yearly.
11. We use Grade Quick and Administrator's Plus software which are now the Web versions.
12. We use the online system to create our yearbook
13. We use a desktop publisher to create the school's student newspaper.
14. All staff has email addresses both in the school and diocese.
15. The staff uses EZ-Post to post assignments online for our parents and students to check at home.
16. There are multiple small "pods" of laptops throughout both buildings which allow students and teachers to have access to the internet and network.
17. We have a school website where information about the school are posted as well as links to teacher websites and sites that teachers use in the courses.
18. We have purchased more LCD projectors and computers to be used in classroom situations. Students can also sign these out to do a presentation for classes.

19. Every faculty member can sign out a laptop to use and bring home to help with curriculum throughout the school year.
20. Our junior and senior classes use an online tool called Naviance to chart their college choice progression through the years.
21. We use fiber optics to connect the two buildings, junior and senior high.
22. We use filtering software through Charter Communications called Fortinet to filter sites from being used on campus.
23. The Diocese of Worcester offers Professional Development seminars in technology throughout the year

The following technology is currently in place:

High School Building

- A building-wide network with Category-5 drops in every classroom and office
- Direct connection to the Internet via a 5/1MB cable connection
- One (1) network and administrative file server for students, teachers, yearbook and newspaper production and storage which connects the entire campus together.
- One (1) dedicated server for the Main Offices in both buildings
- Thirteen (13) floating LCD projectors for teacher, administration and student use.
- Written policies in place on acceptable use of the network, the Internet, and World Wide Web content.
- Smartboards –. One large backlit and one small portable in the high school, stored in library/media center.

Junior High School Building

- A building-wide network with three (2-3) Category-5 drops in every classroom and drops throughout each office
- Direct connection to the Internet via a 5/1MB cable connection
- Two (2) LCD projectors; one in the technology lab and one rotating projector for teachers
- One (1) Smartboard in the technology lab
- Wireless cart with 30 laptops and laser printer
- Written policies in place on acceptable use of the network, the Internet, and World Wide Web content.

Technology Inventory

The latest inventory of current technology available for student use at SPMJSHS as of January, 2010 is summarized in the chart below.

High School

LOCATION	NUMBER OF COMPUTERS
Library Media Center	36
Four (4) Technology Labs	83
Faculty Room	8
Classrooms	85
Administrative Offices	18
TOTAL	230

Junior High School

LOCATION	NUMBER OF COMPUTERS
Library Media Center	1
Technology Lab	31
Faculty Room	2
Classrooms	31
Administrative Offices	3
Wireless Cart	30
TOTAL	98

Network Software. The network operating system is Server 2003 and both junior and senior use the same server with fiber optic technology connecting both buildings. Client operation systems are all Windows XP SP3. Since we have a licensed copy of this operating system we have changed all systems to XP instead of keeping the Vista operating system on them.

Applications and Educational Software. SPMJSHS uses the following software packages:

- Microsoft Works
- Microsoft Office Suite
- Open Office
- Adobe InDesign
- Adobe Photoshop
- Visual Basic
- GradeQuick – web based
- Administrator’s Plus – web based
- SNAP – Health software

Technical Support. The Technology Curriculum Facilitator is responsible for SPMJSHS’ day-to-day network management and support. Whenever necessary, SPMJSHS also contracts with an outside technology support company to provide network management and support services.

Technology and Software Obsolescence. The Technology Curriculum Facilitator periodically reviews the current inventory of hardware and software to identify upgrade needs. SPMJSHS has instituted a four-year replacement policy for computers.

Needs

The technology related needs and issues as identified in teachers’ assessments, interviews, meetings, the ISTE Star Chart, the New England Association of School and Colleges (NEASC) Accreditation Standards’ Self Study and the State of Massachusetts Curriculum Content Standards call for, but are not limited to: a) Sustained ongoing professional development through the diocese. b) More support for the integration of technology into the curriculum, and c) an ongoing multi-year hardware replenishment program.

Goals, Objectives and Strategies

Goals and objectives developed are aligned with the NEASC Accreditation Standards and the Universal Services (E-Rate) Technology Planning Requirements. Strategies developed are aligned to the National Educational Technology Standards (NETS) for students, teachers and administrators in the areas of Teaching and Learning, Educator Preparation and Development, Administration and Support Services, and Infrastructure for Technology.

Teaching and Learning

Teaching and Learning focuses on the instructional needs of teachers and the learning needs of students in meeting the vision statements.

Goals that will be addressed include:

- To improve the academic achievement and technology literacy of SPMJSHS students

- To provide teachers with technology resources that support curriculum integration

Educator Preparation and Development

Educator Preparation and Development addresses the staff development needs for all the teachers and administrators through the central office of the Worcester Diocese.

The primary goal that will be addressed in this area is:

- To provide ongoing, sustained professional development for SPMJSHS' teachers, its administrators and library personnel to further the effective use of technology in the classroom and the library media center

Administration and Support Services

Administration and Support Services addresses the role of the technology leader to create a shared vision, encourage and sustain the appropriate integration of technology, use modern information technology tools to embrace accountability and hence use data for sound decision-making and continual assessment of effective technology for improving student learning.

Goals that will be addressed include:

- To provide supporting resources, such as services, software, other electronically delivered learning materials, and print resources, that will be acquired to ensure successful and effective uses of technology
- To use technology effectively to promote parental involvement and increase communication with parents
- Analyze specific metrics, such as grades, test scores and quality of student work to measure the impact of technology in student learning and achievement
- Create a shared vision and encourage the appropriate integration of technology

Infrastructure for Technology

Infrastructure for Technology focuses on hardware, software and human infrastructure (the capabilities or proficiencies of those who support the technical components). SPMJSHS' technology infrastructure is the critical element of support for all four areas of the Educational Technology Plan. This hardware – and the connecting peripherals such as the network connections and the resulting communications capabilities – enables the system to function properly. The infrastructure provides the foundation for software applications, computer programs such as graphics or spreadsheets, and the administrative programs.

The primary goals in this area are:

Overall goals for both schools:

- Upgrade network to more current Server operating system when we update the servers to improve overall performance and enable better security features inherent in this version of Windows server.
- Install a wireless network throughout the school that will enable Internet and network access via laptops in every location of the school building

- Improve existing technology infrastructure in order to improve instruction, reduce cost, increase access to technology and comply with the Children's Internet Protection Act

V. Goals and Objectives

GOAL 1:	Improve the academic achievement and technology literacy of all students.			
OBJECTIVE 1.1	Develop standards that align to the State of Massachusetts Technology Standards for Students (adopted from the (ISTE) NETS Project ¹) for teachers to use in curriculum integration with SPMJSHS students.			
Strategies	Responsibility	Resources	Timeline	Evidence
1. Competency Standard 1: Require that students use the advanced features of productivity software, such as MS Office Suite to develop multimedia presentations to present classroom assignments as well as how to create a web page using HTML and/or software such as Dream Weaver.	Teachers Principal	Operating Budget Title 2 Part D	ongoing	Teachers’ Lesson Plans Classroom Observations
2. Competency Standard 2: Observe all ethical and legal restraints in copying or using material from electronic media i.e. Internet. SPMJSHS will incorporate proper copyrighting and citation procedures as part of Computer Applications courses.	Business Teachers Computer Teacher Principal	Operating Budget Title 2 Part D	ongoing	Teachers’ Lesson Plans Classroom Observations
3. Competency Standard 3: Create oral, numeric and visual communications using appropriate applications to construct, organize, analyze and interpret ideas and data. SPMJSHS teachers will require specific assignments to be submitted using a combination of application tools.	Classroom Teachers Principal	Operating Budget Title 2 Part D	ongoing	Teachers’ Lesson Plans Classroom Observations

¹ ISTE – International Society for Technology in Education (iste.org)
NETS – National Educational Technology Standards

VI. Action Plan

Professional Development

The Technology Committee of SPMJSHS recognizes that professional development underlies all successful integration efforts. Research shows, and our own experience confirms, that professional development must be:

1. A substantial financial budgetary commitment
2. Assessed frequently for effectiveness in selected curriculum areas;
3. ongoing throughout the year;
4. on-site;
5. just-in-time;
6. matched to existing resources available in both the technology lab and in the individual teachers' classrooms;
7. And, accountable to planned technology purchases to guarantee their effective implementation.

The Diocese of Worcester has taken on the responsibility of professional development in technology.

St. Peter-Marian will continue to have informational meetings when new equipment has been obtained as was as a training session for all new employees in the following areas:

- Email – both school and diocesan accounts
- School network login – file server
- Informing parents/students of assignments - EZ-post
- Online grading system - GradeQuick
- Sign out policies for equipment
- Faculty laptop contracts for usage
- School website - links
- An equipment competency online survey
- Expectations for technology in the classroom

The following plan outlines the Professional Development goals of SPMJSHS and how they will be met over the next three years.

Goal 1.1	Timeline	To effectively assess and use technology in all aspects of SPMJSHS' program
1.1a		Retain a Technology Facilitator, or, secure the services of a consultant in the area of professional development to assist in the execution of technology integration as outlined within SPMJSHS's Technology Plan
1.1b		All new staff should receive professional development in the areas of Internet use, access to school email accounts, and the school network
1.1c		All instructional staff participating in the Staff Development Program should establish a Professional Improvement Plan that includes a technology goal and aligns with National Educational Technology Standards
<p>Identifying school-wide technology competencies and performance levels for staff is the first step in improving technology-related professional development and establishing a comprehensive plan for SPMJSHS.</p> <p>A comprehensive workshop should be designed that meets all the requirements necessary to obtain a teaching position at SPMJSHS. The "New Teacher's Institute" should involve training in the areas noted in goal 1.1 and all new technologies introduced.</p>		

Appropriation Stage

By using and facilitating the student use of technology as a learning tool, teachers will continuously improve professional skills through professional development in technology and the sharing of skills and resources with colleagues.

Goal 3.1	Timeline	Technology should be used by all teachers to create more powerful learning experiences to meet the needs of the students
3.1a		Electronic Learning Resources – Teachers should have access to online courses / tutorials that compliment the productivity tools available at SPMJSHS.
3.1b		Teachers should plan and design effective learning environments and experiences supported by technology (NETS)
3.1c		Provide all teaching staff with an opportunity for group technology training
3.1d		Provide all teaching staff with an opportunity for one-on-one technology training
3.1e		Provide a summary meeting for all SPMJSHS staff
3.1f		Professional Development Program Evaluation
<p>Professional Development Group Workshops</p> <ul style="list-style-type: none"> • Overview of available resources (software, hardware) and LP design, structure and SPMJSHS technology integrated lesson plan template • Electronic Student Portfolios • Teacher Web-Pages <p>Professional Development One-On-One Sessions Used to develop technology integrated lesson plans that are aligned to SPMJSHS curriculum standards and the National Educational Technology Standards (NETS) as outlined by the International Society for Technology and Education (ISTE)</p>		

Invention Stage

Goal 4.1	Timeline	Teachers implement curriculum plans that include methods and strategies for applying technology to maximize student learning (NETS)
4.1a		Provide all teaching staff with an opportunity for group technology training
4.1b		Provide all teaching staff with an opportunity for one-on-one technology training and in-class support
4.1c		Technology Committee reviews technology integrated lessons produced by the teachers of SPMJSHS
4.1d		Approved technology integrated lessons are culminated to create The SPMJSHS Technology Resource Guide

Teachers will be expected to meet the NETS Teaching, Learning, and Curriculum Standards

- Facilitate technology-enhanced experiences that address content standards and student technology standards
- Use technology to support learner-centered strategies that address the diverse needs of students
- Apply technology to develop students' higher order skills and creativity
- Manage student learning activities in a technology-enhanced environment

All one-on-one training sessions will be used to design technology integrated lessons that conform to the SPMJSHS lesson plan template and are aligned with SPMJSHS technology standards as well as the National Educational Technology Standards for Teachers (NETS) as outlined by the International Society for Technology in Education (ISTE).

One-on-one training sessions will also be used for in-class support on the days and times in which the technology-integrated lesson is presented to the class.

Curriculum Integration

As a private, Catholic secondary school, SPMJSHS has established the highest academic standards for its students. Among our objectives is to meet the Massachusetts Curriculum Content Standards and the state's educational technology goals, which require integration of such standards.

“Goal 2: To provide technology resources that support curriculum integration” on page 8 sets objectives that we have set in order to support our teachers' curriculum integration goals with technology as the driving force. Further, we believe that the aforementioned stages of professional development are critical to the success of a carefully integrated program.

“Appendix C – Rubric for Technology Integrated Lesson Plan” details the blueprint for teachers to follow in developing an effective technology-integrated lesson plan. The SPMJSHS administration believes that when asking teachers to integrate technology, it is not merely enough to provide teachers with effective professional development. A rubric for designing lesson plans as a guideline for effective implementation and resource development is just as critical. This is why we have adopted this rubric.

Community Engagement

The Technology Committee of SPMJSHS recognizes that community engagement during technology planning and implementation is an essential component of building an enduring technology program that benefits the entire community.

The following initiatives will be considered as part of our community engagement strategy:

1. Community-based organizations will be invited to partner in collaborative technology initiatives that can mutually benefit the students of the school and participating community members. Such initiatives will include applying for federal, state and foundation grants that look favorably upon collaborative technology projects whose main objective is educating its community members.
2. Student work designed using the school technology may be posted on the school web page and highlighted to the local media.
3. Utilize the school web site to increase community awareness.
4. Community will be invited to use our facilities such as the auditorium to conduct meetings using our available technology.

VII. Evaluation

The Technology Committee of SPMJSHS recognizes that the ultimate goal of technology is to increase student achievement. In order to properly gauge whether students are increasing their knowledge base, an Evaluation Committee will be formed to assess the impact that the technology program is having on student achievement.

Effective evaluation methods are about measuring change. The Technology Committee is committed to ongoing development of its evaluation procedures and to create a comprehensive model that can effectively gauge whether goals are being met. As importantly, it will seek to identify the underlying reason behind successes and failures. Therefore, the following areas will be evaluated using the criteria listed below.

Evaluation Matrix

Evaluation Area	Criteria or Measurement Process
Professional Development	<ol style="list-style-type: none"> 1. Volume of internal email use by user account will be tracked 2. Use of technology in the classroom will become part of the teachers' observations conducted by the administration.
Student Technology Use	<ol style="list-style-type: none"> 1. Tracking Internet traffic on school network through Fortinet. 2. Teacher focus group will include questions on how students are typically using computers and for what purpose
Technology Support	<ol style="list-style-type: none"> 1. Survey faculty on how well support needs have been met 2. Survey faculty as to wants and needs of technology in their classrooms.
Academic Achievement	<ol style="list-style-type: none"> 1. Survey faculty 2. Track progress of students taking VHS (Virtual High School) courses and the effectiveness of these online additions to the school community.
Community Engagement	<ol style="list-style-type: none"> 1. Review community engagement program every year 2. Track funds procurement levels from community engagement activities, partners, special funded programs 3. Track contacts received through school web site

VIII. Appendices

Appendix A – Inventory of Computer Hardware

Appendix B – Technology Plan Committee Members

Appendix C – Rubric for Technology Integrated Lesson Plan

Appendix D – Staff Survey/Results

APPENDIX A - Inventory of Computer Hardware (as of December, 2009)

Junior High – All rooms have at least 2-4 network drops and all rooms that have a computer have both internet access using a cable modem and network access using servers with Windows server 2003. All systems are protected by Sophos Antivirus – Software installed: Office Suite, Works, Adobe Reader, Adobe Flash, Shockwave, Logo in the lab. The office staff uses Rediker’s Administrator Plus software and the faculty uses GradeQuick, both are the online versions. Faculty also use EZ-Post to put assignments online.

Room#	Equipment	Count	Year purchased
Faculty Room	Desktop	2	2008
	HP 4200N	1	
Caf	Laptop		2006
laptop cart	Laptop	30	2007
	Lexmark	1	
	Access Points	2	
Library	Desktop	1	2006
Nurse	Desktop		2009
Guidance	PcPlus- duel Core	1	2008
	HP 4200N	1	
Principal	Desktop	1	2007
WireCloset	switches –	2	
	Cisco Router	1	
	Fortinet	1	
Main Office	Desktop	1	2007
	HP color Laser CP4005N	1	
	Projector	1	
	Sanyo - CG65 Xacti MPEG-4 Digital Movie Camera	1	
Nurse	Laptop	1	2009
Room101	Desktop	1	2008
	Laptop	1	2009
	Laptop	5	2007
	HP 2600N	1	

Room#	Equipment	Count	Year purchased
Room102	Desktop	1	2009
	Laptop	1	2009
Room104	desktop	1	2008
Room106	desktop	5	2008
	HP 4050	1	
	hub	1	
	Jet Direct X plus port	1	
	External CD burner	1	
Room108	Laptop	1	2006
Room110	Laptop	6	2007
	Laptop	1	2009
	HP 4200N	1	
	HP3670 Scanner	1	
Room112	Desktop	1	2008
Room113	Desktop	19	2008
	Desktop	12	2006
	HP 4600N - color	1	
	Hubs	4	
	3M LCD Projector	1	
	SmartBoard	1	

Senior High – Most all rooms have one network drop and all rooms that have a computer have both internet access using a cable modem and network access using servers with Server 2003. All systems are protected by Sophos Antivirus. Software installed: Office Suite, Works, Photoshop, InDesgin, Visual Studio. The office staff uses Rediker’s Administrator Plus software and the faculty uses GradeQuick, both are the online versions. Faculty also use EZ-Post to put assignments online.

Room#	Equipment	Count	Year purchased
accredoffice	Desktop	1	2006
Athletic Director	Laptop HP LaserJet P1505	1 1	2008
Campus Ministry	Laptop HP LaserJet P1505	1 1	2008
College Career #1	Desktop HP DeskJet700c	1 1	2007
College Counselor 2	Laptop HP LaserJet P1505	1 1	2008
Financial Secretary	Laptop HP color Laser CP4005N	2 1	2008
Garage	Desktop	1	2009
Guidance	Desktop HP 4100N HP color laser CP4005N HP LaserJet P1505	3 1 1 1	2006
Gym	Desktop	1	2008
Headmaster	Desktop HP 2600N	1 1	2008
Library227	Desktop Laptop HP Color Laser 4700N Smart Board Projectors: Sanyo CG65	36 2 2 8 1	2006/2009
Main Office	Desktop Laptop Printer: Ricoh Copier HP color Laser CP4005N	2 1 1 1	2007/2008 2009

Room#	Equipment	Count	Year purchased
Nurse	Laptop	1	2009
Principal	Laptop	1	2008
	HP LaserJet P1505	1	
Room121	Desktop	1	2008
	HP 672C	1	
Room122	Desktop	1	2009
Room123	Desktop	1	2009
Room124	Desktop	1	2008
	HP 950C	1	
Room125	Desktop	1	2008
	Brother HL2040 laser	1	
Room126	Laptop	1	2009
	Desktop	1	2008
	HP 720C	1	
Room139	Desktop	2	2009
	Laptop	1	2008
	HP 2600N	1	
Room140	Laptop	1	2008
	HP LaserJet P1505	1	
Room141	Laptop	1	2006
Room201a	Desktop	1	2009
	Laptop	1	2006
Room202a	Desktop	1	2009
Room203a	Desktop	1	2007
	Desktop	2	2006
	Desktop	21	2007
	Desktop	1	2009
	Laptop	1	2008
	HP 4100N	1	
	Switches/Hub	3	
	EIKI Avanti LCXA20 LCD Projector	1	2007

Room#	Equipment	Count	Year purchased
Room204a	Servers	2	2007
	Desktop	1	
		1	
	HP color laser CP4005N	1	2006
	Dukane ImagePro 8807	1	
	Laptop	5	2008
Laptop	1		
Room205a	Desktop	1	2007
	Desktop	2	2006
	Desktop	14	2007
	Desktop	4	2009
	HP 4100N	1	
	EIKI Avanti LCXA20 LCD Projector 2007	1	
	Switch	2	
Room206a	Desktop	15	2008
	Desktop	3	2006
	Desktop	1	2009
	HP 5000n	1	
	Switch	2	
Room217	Laptop	1	2006
	Laptop	4	2007
	JetDirect XP Plus	1	
	Hub	1	
Room218	Desktop	1	2008
Room220	Desktop	1	2008
	HP 670C	1	
Room221	Laptop	1	2009
Room222	Laptop	1	2006
	Laptop	4	2007
	HP Desk Jet 940C	1	
	Hub	1	
Room302	Desktop	1	2008

Room#	Equipment	Count	Year purchased
	HP 648C	1	
Room303	Laptop	1	2006
	Desktop	1	2008
Room306	Desktop	1	2009
	Laptop	1	2006
	Laptop	2	2009
	lcd Projector 2006		
Room308	Desktop	3	2009
	4100N	1	
Room310	Desktop	1	2008
	HPInkJet712	1	
Room314	Desktop	15	2005
	HP 4050N	1	
	Jet Direct Netgear Router	1	
Room316	Laptop	1	2006
		3	2007
		1	2008
Room318	Laptop	4	2006
	Lexmark E238	1	
Room320	Desktop	1	2009
	Laptop	1	2006
Room321	Laptop	6	2007
	Hub		
Schedule	Laptop	1	2005
	Laptop	1	2008
	HP 4200N	1	
SH Faculty Room	Desktop	2	2008
	Laptop	6	2005/2006
	HP 4100N	1	
	HP ScanJet 4370	1	
storage	Laptop	26	
		8	

Room#	Equipment	Count	Year purchased
	Desktop		

APPENDIX B - Technology Plan Committee Members

Matthew R. Sturgis

Denise Allain

Joanne Ethier

Dawn Van Riper

Headmaster

High School Principal

Junior High School Principal

Director of Technology

Appendix C - Rubric for Lesson Plan (Integrating Technology)

CATEGORY	Excellent (1)	Satisfactory (2)	Unsatisfactory (3)
Instructional Objective	The instructional objective is clearly stated.	The instructional objective is stated.	The instructional objective is vague.
Learning Strategies/Activities	A variety of learning strategies/activities support the learning objective.	Learning strategy/activity support the learning objective.	Learning strategy/activity does not support the learning objective.
Assessment	The authentic assessment measures the learning objective.	The authentic assessment somewhat measures the learning objective.	The assessment does not measure the learning objective.
Integration of Technology	At least one activity included the integration of technology was used Technology used was appropriate to increase students higher-order thinking skills.	At least one activity included the integration of technology was used. Technology used was not appropriate to increase students higher-order thinking skills.	No evidence of technology integration.

Technology Integration Lesson Plan Rubric

Appendix D – Survey Results 2009 – Faculty & Staff

The following findings were as a result of a survey taken by staff members in 2009 through Survey Monkey:

- 1. To aid in your classroom instruction, what type of technology (hardware) would you like to have available to you that presently is not offered by the school?**
 - Working TV and overhead in classroom or a Smartboard
 - Projectors and whiteboards in all classes
 - Smartboard in classroom
 - A few more internet connections in classroom
 - Updated computers in my present classroom. I have 3 but they are getting a little old
 - Scanner

- 2. Is there any software that you would like to have available for your students?**
 - A review of student work (essays) prior to handing it in, providing feedback so they can make changes.
 - Dissection of Fetal Pig and Frog
 - To aid in enhancing images for CDs – PhotoShop etc.

- 3. Is there any software that you would like to have available to you as a faculty member that would aid in your instruction time?**
 - Math test creator
 - Teacher Web – for a group of teachers (purchased single volume for personal use)
 - Software for completing proofs
 - Software for the young architect, fashion designer, graphic designer, industrial designer (intro versions)
 - More permanent setup in the auditorium for projector (LCD) presentations.

- 4. Other?**
 - I think we have made significant strides in technology.
 - I am pleased with the software
 - I think you are doing a great job wearing many different hats!
 - Modern microscopes that can be attached to a laptop
 - A guidance computer resource center where the students could work on applications/SATs/etc.