

# Palmyra Technology Plan 2020-23



Three Year Local District  
Technology Plan  
July 1, 2020 – June 30, 2023

# **Palmyra Public Schools**

## **2020-2023 Technology Plan**

### **Future Ready Vision Statement and Mission**

Palmyra Public Schools strives to assure every student the opportunity to achieve their fullest potential fostering enhanced knowledge and ultimately allowing them to pursue their passion for sharing ideas and interacting successfully with the world.

#### **Mission**

Technology plays the biggest role today in the process of educating students. Literally every aspect of education is governed by or enhanced with the thoughtful integration of technology. Palmyra Public Schools expects to continue its path of upgrading and renewing all the tenets of effective technological practices.

The Palmyra School District envisions a technology rich environment which will promote self-esteem, self-motivation, problem solving, and communication skills. By integrating computer technology and telecommunications into the curriculum, today's students will be prepared for an ever-growing global village. The district will enable students to interact with students worldwide without leaving their classrooms. We will be able to embrace home, school, and community fostering learning across diverse cultural backgrounds. Infusing innovative technology into professional development for instructional and administrative staff will enable our educational community to enrich the learning process and increasingly motivate students to become lifelong learners in an ever-changing world. Through the use of technology a paradigm shift will be achieved, augmenting the role of the teacher from a transmitter of knowledge to a facilitator of learning.

# **PALMYRA PUBLIC SCHOOLS 2020 NEEDS ASSESSMENT**

## **Staff Current Practice**

Technology plays a vital role in the educational process in Palmyra Public Schools. We utilize Student Computer Labs, Laptops for teachers, Smart Board technologies, MIMIO Interactive Boards, Chromebooks, Remote Learning Protocols, and Wireless Internet connections throughout the buildings.

## **Educational Environment**

Palmyra Public Schools incorporate Google Apps for Education into daily instruction. All staff and students grades 3-12 have accounts in which they collaborate and share documents for classroom activities. There is an added functionality that was recently required for remote learning protocols, including OnCourse Classroom and Google Classroom.

## **Needs Assessment 2020**

The Palmyra School District will use the following considerations when planning for Long-term needs in technology:

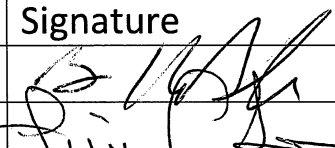

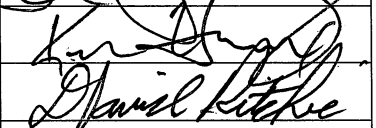
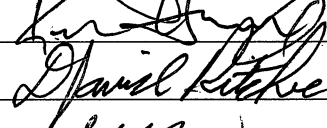
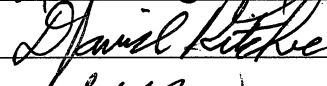
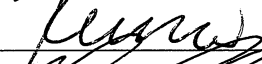
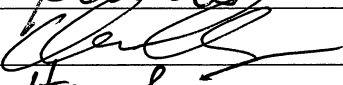
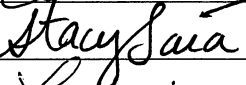
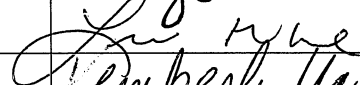
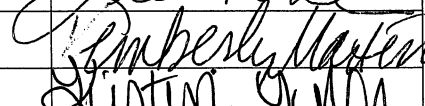
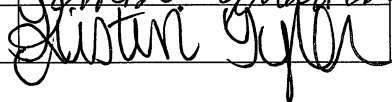
- Acknowledgement that increasing technology staff is of paramount importance
- Offering more and effective staff orientation and training with new technologies
- Upgrading of technology equipment within specified guidelines as set forth in this plan
- Maintaining or increasing levels of funding
- Keeping current with trends in educational technology
- Exploring resources for online collaboration with other educators and students
- Provide options for remote instruction that include cameras and video conferencing technology into the hands of the staff and students where curriculum needs dictate

## **EXECUTIVE SUMMARY**

The Palmyra School District is comprised of Palmyra High School (grades 9-12) with students from Palmyra and two sending districts, Riverton and Beverly City, Palmyra Middle School (grades 6-8), Charles Street Elementary School (grades preK-5), and Delaware Avenue School (Palmyra Learning Academy and Administration). The core challenge going forward into the future of Palmyra Public Schools is to adjust current IT staffing to reflect the additional demands generated by rapidly developing technology as well as the escalating expectations of the culture. Today the Technology Department stands at 2.6 human beings and this may simply not be enough, given all the challenges of the COVID-19 pandemic. The rationales for this are replete: added technical demands of ongoing State testing, added administrative staff to the district due to Achieve NJ, additional technology based curriculum added such as Read 180 and Systems 44, additional online assessments such as WIDA, the rapid growth in student devices and platforms to be maintained, and all the technological growth due to the successes of the 2016-19 Technology Plan.

## Technology Plan Stakeholders

I agree to the contents in this educational plan, and the assurance that I will be involved in the implementation of this Technology Plan for Digital Learning. Involvement in the implementation of this Plan may include: reviewing the progress of meeting the goals and objectives, being responsible for completing one or more activities in the action plan, participating in the revisions of the plan. Stakeholders associated with the district should sign.

Stakeholder Name	Stakeholder Title	Stakeholder Signature
Brian J. McBride	Superintendent	
Lisa Sabo	Principal, Palmyra High School	
Christopher Tracey	Principal, Charles Street School	
Kenneth Holloway	Principal, Palmyra Middle School	
David Ritchie	Technology Coordinator	
Rob Reimer	IT Support	
Chris Adams	IT Specialist	
Stacy Saia	Curriculum Coordinator	
Lianne Kane	Child Study Team Supervisor	
Kim Martino	PHS Teacher	
Kristin Tyler	CSS Lead Teacher	

**Palmyra Public Schools**  
**Evaluation Plan**

<b>Educational Technology Plan Evaluation Narrative</b>	
<b>Describe the process to regularly evaluate how...</b>	
<i>a. Telecommunication services, hardware, software and other services are improving education.</i>	<p>Regular meetings of the Technology Department and BCETA are held to evaluate the plan and our goals and objectives, thus determining the quality of the services, hardware, and software that are being employed throughout the district.</p> <p>Further input from our Technical Vendors (OBS and OnCourse) and partners at MTG is utilized to guide our decision making process to conform to current standards.</p>
<i>b. Effective integration of technology is enabling students to meet challenging state academic standards.</i>	<p>Feedback from staff, ongoing staff training, teacher lesson plans, teacher evaluations, and samples of student work are being used to assist in evaluating how technology is being integrated into classroom instruction.</p>

*c. The LEA is meeting the identified goals in the educational technology plan.*

The Administrative team, Board of Education, and the Technology Department use various tools to determine that we are meeting the identified goals in the technology plan. The tools include, but are not limited to, meeting agendas, equipment and software inventories, evaluations, surveys, informal discussions, and logs of presentations by classroom teachers.

# Palmyra Public Schools

## 2020-2023 Technology Plan Goals and Objectives IMPLEMENTATION PLANNING – DISTRICT-BASED TABLE

**School District:** PALMYRA PUBLIC SCHOOLS

**Goal 1: Maximize the number of classrooms equipped with Flatscreen Interactive Boards and refresh older SmartBoard ensembles with new updated devices.**

**Strategy:** Provide state-of-the-art technology

**Indicator(s):** Trends in Educational Technology

Projects/Activities (include the steps required to ensure activity completion)	Person responsible for completion of activity and those responsible for reviewing or approving the activity to move forward	Timeline (mm/yr span)	Resources
Assess and develop a plan for individual building needs	David Ritchie, Robert Reimer, Chris Adams	05/2020-06/2022	Inventory reports, SMART standards
Identify installations in classrooms still needing this technology			



**Goal 2: Consider and create options for 1:1 instruction in the District**

Strategy: Provide more and richer methods of instruction

Projects/Activities (include the steps required to ensure activity completion)	Person responsible for completion of activity and those responsible for reviewing or approving the activity to move forward	Timeline (mm/yr span)	Resources
Provide inventory of Chromebooks which will be sufficient to allocate one for each student	David Ritchie, Robert Reimer, Chris Adams	06/2020-06/2021	Offer Insurance for families or require them to pay for repairs or replacement
Research potential safety protocols for maintaining and sanitizing devices that will be traveling with the students	David Ritchie, Robert Reimer, Chris Adams	06/2020	Edit AUP to include at-home behaviors on District equipment
Organize a committee to discuss the ramifications of developing a 1:1 technology initiative	David Ritchie, Robert Reimer, Chris Adams	06/2020	

**Goal 3: Maintain infrastructure hardware, and replace operating systems and firmware as they become obsolete or outdated.**

Strategy: Maintain standards of systems running technology

Projects/Activities (include the steps required to ensure activity completion)	Person responsible for completion of activity and those responsible for reviewing or approving the activity to move forward	Timeline (mm/yr span)	Resources
Maintain accurate inventories of equipment and update as needed	David Ritchie, Robert Reimer, Chris Adams	06/2020-06/2022	MTG, OBS, CDW, Toshiba
Recommend viable alternatives to existing technological equipment	David Ritchie, Robert Reimer, Chris Adams	06/2020-06/2022	MTG, OBS, CDW, Toshiba, HP

**Goal 4: Continue to support the expansion of 21<sup>st</sup> Century skills while emphasizing the importance of cyber safety and responsible digital behaviors.**

**Strategy: Keep up-to-date with teaching styles and strategies for success for 21<sup>st</sup> century learners**

<b>Projects/Activities (include the steps required to ensure activity completion)</b>	<b>Person responsible for completion of activity and those responsible for reviewing or approving the activity to move forward</b>	<b>Timeline (mm/yr span)</b>	<b>Resources</b>
Discuss changes in Curriculum needed to support expected outcomes	David Ritchie, Stacy Saia, Robert Reimer, Chris Adams	06/2020-06/2022	OnCourse, Blogs, Discussion Groups. US Department of Education, NJDOE
Discover how to use 21 <sup>st</sup> Century Themes and Content Knowledge for appropriate levels for today's learners	David Ritchie, Robert Reimer, Chris Adams	06/2020-06/2022	Houghton Mifflin, 21 <sup>st</sup> Century Fluency Project
Promote higher levels of Global Awareness and Civic Literacy	David Ritchie, Robert Reimer, Chris Adams	06/2020-06/2022	NJDOE, ISTE, NJASA KnowBe4, Safe Schools
Engage KnowBe4 curriculum and training for staff	David Ritchie, Robert Reimer, Chris Adams	06/2020-06/2022	NJDOE, ISTE, NJASA KnowBe4, Safe Schools

**Goal 5: Research and standardize video conferencing platforms.**

**Strategy: Keep current with technologies which enhance remote learning**

<b>Projects/Activities (include the steps required to ensure activity completion)</b>	<b>Person responsible for completion of activity and those responsible for reviewing or approving the activity to move forward</b>	<b>Timeline (mm/yr span)</b>	<b>Resources</b>
Discuss locations for updating video conferencing equipment and network	David Ritchie, Robert Reimer, Chris Adams	06/2020-06/2022	Video Conference Gear, Current trends in education
Explore various platforms available to staff and students	David Ritchie, Robert Reimer, Chris Adams	06/2020-06/2022	Zoom, OnCourse LMS, Xtel Conference Bridge, Google Meet, Cisco Webex
Promote higher levels of Global Awareness and Civic Literacy	David Ritchie, Robert Reimer, Chris Adams	06/2020-06/2022	NJDOE, ISTE, NJASA KnowBe4, Safe Schools

**Goal 6: Standardize learning on platforms employing HTML5.****Strategy: Find new solutions for enhancing online functionality, especially as it relates to the newer elements and attributes that will replace Flash.**

<b>Projects/Activities (include the steps required to ensure activity completion)</b>	<b>Person responsible for completion of activity and those responsible for reviewing or approving the activity to move forward</b>	<b>Timeline (mm/yr span)</b>	<b>Resources</b>
Initiate conversations with companies that are lagging in the process of creating more diverse arrays of web applications	David Ritchie, Robert Reimer, Chris Adams	06/2020-06/2022	IXL Learning, Edmentum, Newsela, Reflex Math, Houghton Mifflin, Read 180
Promote higher levels of understanding relative to the advances in Information, Media, Communication and Collaboration	David Ritchie, Robert Reimer, Chris Adams	06/2020-06/2022	ERIC, ISTE, NJDOE, NCER