

# Meridian ISD Long Range Plan for Technology 2001-2001

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The Meridian ISD Technology Plan is a working document, continually reviewed and modified by the District Technology Planning Committee. The current members of this committee are: Pam Avance, Shelly Gann, Tana Pysen, Shelly Statler, and Angela Allen.

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## **Vision:**

The Meridian ISD learning community will be technologically literate, interacting successfully in a complex world.

## **Mission:**

Meridian Independent School District will provide the learning community with the knowledge, skills, and qualities required to be successful in a complex society.

## **Needs Assessment**

Meridian ISD serves a rural community 50 miles northwest of Waco. 554 students are enrolled in the Meridian ISD. The ethnic representation of the student body is 71% Caucasian, 6% African American, and 23% Hispanic. 51% of the students are economically disadvantaged. The large majority of students do not have access to computers or technology at home, thereby disallowing Internet access. Approximately 70% of Meridian graduates transition to postsecondary education. However, the graduates are not adequately prepared for the technological requirements expected of a college freshman.

The high school computer lab will not support CD Roms, software necessary to teach the state mandated Technology Applications TEKS, or educational software created in the last few years. Students do not have the necessary keyboarding skills or other basic computer skills due to lack of available student computers. In addition, the faculty lacks the necessary training to successfully integrate technology into their curriculum.

Because of the low tax base in this rural community, funding is always a barrier to purchasing and implementing technology.

## **Statement of Existing Conditions**

### District-Wide

- Direct connection to the Internet via T-1 line via Education Service Center, Region 12.
- District Local Area Network connected through fiber backbone and 10/100 Ethernet.
- District-provided global electronic mail accounts for all faculty and staff.
- Written policies in place on acceptable use of Internet.
- Technology staff development program in place for all faculty and staff.
- One part time Instructional Technology Specialist.
- One part time technician.
- Networked student data software and PEIMS software.
- Networked electronic gradebook and attendance software.

### Meridian Elementary School

- Direct connection to the Internet via T-1 line.
- 4 network drops per classroom.
- One networked computer in every classroom.
- One networked computer lab being used for TAAS preparation for grades K-6.
- Networked gradebook (WinSchool eClass) tied into student data software.
- Networked attendance program (WinSchool Attendance).

### Meridian High School

- Direct connection to the Internet via T-1 line.
- 4 network drops per classroom.
- One networked computer in every classroom.
- Two networked computer labs being used for technology classes.
- Networked gradebook (WinSchool eClass) tied into student data software.
- Networked attendance program (WinSchool Attendance).
- 25 networked computers in the library.

# Meridian ISD Long Range Plan for Technology

Meridian, Texas 76665

2001 - 2004

<b>Goal 1: Incorporate technology as a systematic part of the teaching and learning process.</b>					
Objectives	Responsibility	Timeframe	Costs	Funding Source	Evaluation
<p><b><u>Objective 1</u></b>                      By May 2002, all administrators and teachers will be competent in the use of technology (Principals, teachers, librarians, counselors).  <i>Action Needed:</i>                      1. Develop technology competencies for administrators and teachers by May 2001.                      2. Provide staff development for teachers and administrators. This will be an immediate and on-going process.</p>	District Technology Planning Committee (TPC), Instructional Technology Specialist, Administrators	2001-2002	Salaries of Administrators, Technology Specialist Salary	Meridian ISD General Fund	Competency checklist developed by TPC, Observation by administrators, Campus Technology Committees
<p><b><u>Objective 2</u></b>                      By May 2003, all students graduating from Meridian ISD will demonstrate literacy in use of technology as a tool and resource for continued learning as defined by the Technology Application Texas Essential Knowledge and Skills (TA TEKS).  <i>Action Needed:</i>                      1. All students will be able to perform the Technology Application TEKS based on grade level as they are integrated into all TEKS and TAAS objectives.                      2. High School students will continue to perfect the 8<sup>th</sup> grade level TA TEKS and complete the technology courses required for graduation</p>	Teachers and students	2001-2003	Teacher Salaries	Meridian ISD General Fund	Teachers Student Grades
<p><b><u>Objective 3</u></b>                      By May 2004, all support staff will demonstrate technological competencies according to job responsibilities and descriptions (secretaries, instructional aides, cafeteria staff, nurse, maintenance</p>	Support Staff	2000-2004	Salaries of support staff, Technology	Meridian ISD General Fund	Competency checklist developed by TPC,

<p>personnel).  <i>Action Needed</i>  1. Develop technology competencies for support staff. By May 2001.  2. Provide staff development for support staff. This will be an immediate and on-going process.</p>			Specialist salary		Observation by administrators
<p><b>Objective 4</b>  By Fall 2003, all documents, such as, but not limited to, policy, procedures, handbooks, cafeteria records, maintenance requests/forms and will be in digital format.  <i>Action Needed:</i>  1. Develop a process to ensure that all documents reference technology.</p>	TPC, District and campus administrators, cafeteria director, maintenance director	2000-2003	School Budgets, Departmental Salaries, General Fund	Meridian ISD General Fund	Superintendent, Principals, Librarians, Campus Technology Committees, District Technology Committees.  Use of district office forms  Reports, etc.

**Goal 2: Assess technology needs within the framework within the Meridian I.S.D. technology plan.**

<p><b>Objective 1</b>  Each campus will conduct yearly assessments of equity of access to, appropriateness of, and utilization of resources by students, teachers and staff.  <i>Action Needed:</i>  1. Provide current and accurate technology inventories at the end of each school year.  2. Maintain and update software libraries yearly. Use purchasing procedures within each campus/district budgetary constraints.  3. Administer surveys and questionnaires as needed.  4. Maintain current support licenses for software support.</p>	<p>Superintendent  Principals  Librarians  Technology Specialist  Campus TPC</p>	<p>Immediate and on-going process</p>	<p>\$10,000.00</p>	<p>Meridian ISD  General Fund  Campus Funds</p>	<p>Inventory reports, accounting procedures</p>
<p><b>Objective 2</b>  Each campus will analyze the technology assessment data to determine additional resources needed to support their long range Campus Improvement Plan.  <i>Action Needed:</i>  1. Provide on-going updates on technology resources.  2. Determine current and project ratios of equipment to students and staff annually.</p>	<p>Principals  Teachers  Technology Coordinators  Campus Technology Committees</p>	<p>Immediate and on-going process</p>	<p>Faculty/Staff Salaries</p>	<p>Meridian ISD  General Fund</p>	<p>Meet approved timelines and ratios within the campus improvement plans</p>

**Goal 3: Provide current and appropriate technological resources and the staff development to use these resources.**

<p><b>Objective 1</b> By the Fall 2002, the Meridian ISD cafeteria will be automated. <i>Actions needed:</i> 1. Provide resources for automation (computers, software, training) 2. Purchase computers.</p>	<p>Superintendent, Cafeteria director</p>	<p>2001-2002</p>	<p>\$8,000.00 (Cost of automation software, hardware, training)</p>	<p>Meridian ISD General Fund</p>	<p>The automated cafeteria will be fully functional by Fall 2002.</p>
<p><b>Objective 2</b> Provide technological resources for programs, courses, and equity of access, as outlined in the state guidelines. <i>Actions Needed:</i> 1. Maintain a holistic picture of the district's technological infrastructure. 2. Maintain hardware and software minimum standards. 3. Maintain a procedure for allocation of funds and resources that account for different levels of funding and different sources of funding. This will be performed annually. 4. Utilize the support/technical assistance of Education Service Center School Support Team</p>	<p>District Technology Planning Committee with input from district personnel Technology Specialist and Technician</p>	<p>This will be an immediate and on-going process</p>	<p>Faculty/Staff Salaries  Maintenance, Technology Specialist Salary Technician salary</p>	<p>Meridian ISD General Fund  E-Rate Year 4  PS9 TIF grants  Region 12, ESC Personnel</p>	<p>Campus Survey, Technology Planning Committee  ESC 12 Summary Report, Staff Development Calendar, Staff Development Survey results</p>
<p><b>Objective 3</b> Staff development and maintenance will be provided for all technological resources acquired through the district technology framework. <i>Actions Needed:</i> 1. Develop criteria for a district technology staff development program by May 2001. 2. Train students in hardware troubleshooting through the PC Academy. 3. Conduct a maintenance study to provide rationale for hiring more technical support.</p>	<p>Technology Specialist and technician Technology Planning Committee Superintendent Principals</p>	<p>This will be an immediate and on-going process</p>	<p>Faculty/Staff Salaries  Maintenance, Technology Specialist Salary Technician salary  PC Academy fee</p>	<p>Meridian ISD General Fund  E-Rate Year 4  PS9 TIF grants  Region 12, ESC Personnel</p>	<p>Teacher attendance sheet for courses offered. Staff Development Calendar, Staff Development Survey results  Students providing technical support</p>

4. Develop campus programs for preventative maintenance of technology. This will be an immediate and on-going process. 5. Train liaisons to troubleshoot the equipment.					
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**Goal 4: Measure progress and evaluate the impact of technology on education.**

<p><b>Objective 1</b>          The district will implement an assessment procedure to assess the impact of technology.  <i>Action Needed:</i>          1. Develop assessment models for elementary and high schools; divisions and the district.</p>	<p>District Quality Improvement Council           Technology Specialist</p>	<p>This will be an immediate and on-going process.</p>	<p>Faculty/Staff Salaries           Technology Specialist salary</p>	<p>Meridian ISD General Fund</p>	<p>Campus Principal           Teachers          Technology Specialist</p>
<p><b>Objective 2</b>          The district will use the data collected in the assessment procedure to evaluate the technology goals and objectives.  <i>Action Needed:</i>          1. Assess performance competencies. The district will use the data collected in the assessment procedure to evaluate the technology goals and objectives.</p>	<p>Technology Planning Committee          Principals          Administrators</p>	<p>This will be an immediate and on-going process.</p>	<p>Faculty/Staff Salaries</p>	<p>Meridian ISD General Fund</p>	<p>Technology Department,          Technology Planning Committee</p>