

2018-2020
Clark County Technology Plan
Clark County
Winchester, Kentucky



One Community; One Vision: **Life Ready**
Where Every Student Matters

www.clarkschools.net

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Acknowledgments

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Ben Nichols- Phoenix Academy

District Administrators

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Executive Summary

Clark County Public Schools Mission:

We join with our community to address the individual needs of students in a safe, caring environment so they are prepared for college, careers, and life.

Clark County Public Schools Vision:

ONE COMMUNITY; ONE VISION: LIFE READY; Where every student Matters.

Clark County Technology Mission:

To provide students and staff with equitable instructional technology and reliable access to the Kentucky Educational Network (KEN) to support their ability to innovate, collaborate, and achieve excellence.

Clark County Technology Vision:

Where every student and staff member embraces digital learning to create, think critically, communicate, and collaborate.

The Clark County Technology Plan focuses on the mission, plan of action, goals, and vision of the school district. This document serves as our guide for the upcoming school year. This plan will be reviewed, and modified, as necessary to meet the instructional and administrative technology needs of our students and staff. The Technology Plan embraces 21st Century Skills, National Educational Technology Standards and the KETS Master Plan. By providing students and staff with accessible and effective technologies, all stakeholders will have the opportunity to develop job-embedded skills that enhance learning, increase productivity and prepare for the future. The goals of this plan fully support our mission statement because technology is a key element in preparing our students for success in life. Technology will not be used for the sake of technology, but will be integrated in meaningful ways with real-life applications. Embracing the technology that is currently available and utilizing it as a tool for meeting the diverse learning needs of our students will help prepare them for college or career readiness and ultimately success in life.

A wealth of strategies are planned for implementation, some of which are a continuation of what we are already doing, while some require the purchase of new resources (instructional devices, network components, instructional programs, etc.). Many strategies require no additional funding and some do require funding. Building administrators will collaborate with the Technology Department to purchase technology resources that are necessary for meeting the diverse learning needs of their students.

To enhance communications between the district, parents, and the community, the district will continue its web presence with relevant and timely content on school, district, and teacher websites. Other means of communication include SchoolMessenger, Infinite Campus Parent Portal, Facebook, Twitter, Public Forums, radio announcements and newspaper articles.

Planning Process and Methodology

The Chief Information Officer (CIO), along with the support of the Superintendent, Board Members, Central Office Administrators, Building Administrators, and school technology support staff are responsible for the implementation of this plan. The CIO will review the technology plan at least twice a year to determine that the goals set forth in the plan are on target or need to be modified. Any needs that arise will be addressed with plan revisions.

Goals have been set that remain relevant to our mission. The focus is on strategies and activities that will provide our staff and students with the guidance, resources, and knowledge necessary for increased student and staff proficiency with the use of technology to meet instructional goals. These goals are carried forward from year to year with specific strategies and activities changing from year to year.

Examples of some strategies that are ongoing from year to year are:

- Maximize the use of all available resources to meet the instructional needs of our students.
- Provide best practices for integration of technology into all content areas.
- District and school technology staff will attend relevant meetings, regional, state, and/or national conferences with relevant information shared with staff.
- Ongoing professional development activities provided for staff in a variety of methods.
- Continue to replace, upgrade, and discard surplus instructional devices.
- Match KETS escrowed funds to purchase technology resources.

Additions to the upcoming plan include:

- Increase the number of wireless instructional devices to be used as mobile labs/classroom set.
- Upgrade network switches within schools needing upgrades to the Network Extreme Summit 460 for increased network performance.
- Convert antiquated phone system located within the Phoenix Academy to the VoIP phone system.

Current Technology and Resources

The District Technology staff includes:

- 1- Chief Information Officer (CIO)
- 1- Network Specialist
- 2- Technicians
- 3- Technology Resource Teachers (TRT)
- .5- Administrative Assistant
- Each school also offers an extra duty stipend for School Technology Coordinators (STC), which assist the technology department in communications and network user administration.

Staff trainings occur once a month, including regional meetings/updates from KDE, monthly EdTech webcasts, and state conferences. In the upcoming year, the technology department staff will attend the Kentucky Society for Technology in Education (KYSTE) conference in Louisville, KY.

Demographic Information

The Clark County School District is located in Winchester, KY. Our school district consists of 10 schools, which include:

- 1 (Ages 3-4): Clark County Pre-School
- 4 (Grades K – 4): Conkwright Elementary, Justice Elementary, Shearer Elementary, Strode Station Elementary
- 1 (Grades 5 – 6): Baker Intermediate
- 1 (Grades 7 – 8): Campbell Junior High
- 2 (Grades 9 – 12): George Rogers Clark High School and Clark County Area Technology Center
- 1 (Grades 6 – 12): Phoenix Academy

The Average Daily Attendance (ADA) for the FY2017 was 4,949. Administrative offices and district support are housed at the Clark County Board of Education, Bus Garage, Maintenance Building and the Instructional Technology Office.

Current Technology

Gigabit fiber connects all buildings, 10 Gigabit fiber is inside school buildings, all ports are capable of supporting 1 Gigabit, and the latest Wireless 802.11ac technology is currently installed and is E-Rate eligible. The Technology Department continues to provide our staff and students with an infrastructure that will neither limit their access to the latest resources nor be a hindrance in their pursuit of any academic achievement. Other buildings with fiber connections include: Board of Education, Bus Garage, Maintenance Building.

As reported on the FY2017 Technology Readiness Survey, the Clark County School District has a total of 2,723 student instructional devices (PCs, MACs, iPads) and 1,010 teacher/administrative devices. Predominantly, PCs operate on Windows 10 and Windows 7, Macs operate on OS X, and iPads operate on iOS 10.

Since 2011, the Clark County School District has utilized VoIP as the primary phone system, with the exception of the Phoenix Academy. Plans are in place for 2018-2020 to install the needed hardware and software so that 100% of all buildings in the Clark County School District will utilize the VoIP phone system.

Curriculum and Instructional Integration Goals

Students in the district will have access to technology tools that enrich and enhance educational opportunities. The seamless integration of technology across the curriculum will be accomplished with the Kentucky Academic Standards as the driving force toward the ultimate goal of proficiency. The District goal is to have students ultimately performing at high levels on the End of Course Assessments while preparing to be College and Career Ready.

Goal 1

Curriculum and Instruction will be enriched via improved technology related services that allow seamless integration of instructional activities for students.

Action Plan: Projects/Activities

Project/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
The district will continue to promote and expand "cloud based" services for students and teachers.	Learning and instruction will be expanded outside the classroom and school hours	Google Drive, OneDrive	July 1, 2018 – June 30, 2020	-Principals -Technology Department	-KETS -Local
Students will be tested online using Measure of Academic Progress (MAP) testing 3 times per year.	MAP testing will provide a means for teachers and administrators to track progress and target academic needs of individual students for increased student achievement.	MAP Testing Reports	July 1, 2018 – June 30, 2020	-Chief Academic Officer -Building Administrators -Counselors -Teachers	-General Fund -Local
Maximize the use of all available technology resources to meet	Continued effective use of technology resources will provide enriched learning	-Lesson Plans -Classroom Observations	July 1, 2018 – June 30, 2020	-CIO -Building Administrators -STC	-No Cost

the instructional needs of students.	opportunities to address the diverse learning needs of our students for improved student achievement.				
Continue to utilize online instructional programs for content mastery and individualized learning opportunities. Online programs include, but are not limited to: Accelerated Reader, Lexia, Mathletics, Microsoft Office 365, Google G-Suite, Google Classroom.	Student performance on classroom and state assessments will increase as a result of utilizing these research-based instructional programs as measured by test scores.	-Lesson Plans -Classroom Observations -Test Scores	July 1, 2018 – June 30, 2020	-Building Administrators -Classroom Teachers	-General Fund -Local -KETS
Bring Your Own Device (BYOD) will be encouraged as a means for increasing instructional possibilities for students as we work towards providing 1:1 learning environment for our students.	An increased access to instructional devices in the classroom will provide enriched learning opportunities for students for increased student achievement.	-Lesson Plans -Classroom Observations	July 1, 2018 – June 30, 2020	-Building Administrators -Lesson Plans -Classroom Observations	-No Cost

Goal 2

Technology Resource Teachers will provide support and training necessary for teachers to successfully integrate technology into instruction.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Teachers and students will collaborate by using a variety of digital environments and media.	Students and teachers will communicate information and ideas effectively to multiple audiences using a variety of digital environments and media.	-Lesson Plans -Classroom Observation	July 1, 2018 – June 30, 2020	-TRTs -CIO -Classroom Observations -Lesson Plans	-No Cost
Technology Resource Teachers will provide training for students on how to practice safe, legal, and responsible use of technology and information.	Students will demonstrate personal responsibility for lifelong learning as responsible digital citizens.	-Lesson Plans -Classroom Observation	July 1, 2018 – June 30, 2020	-TRTs -CIO -STCs	-No Cost
Technology Resource Teachers will provide training for teachers on classroom instructional technology and provide lesson ideas to enhance classroom instruction.	Availability of best practices will provide teachers with a repertoire of strategies for the integration of technology that will enrich the teaching/learning experience.	-Lesson Plans -Classroom Observations	July 1, 2018 – June 30, 2020	-TRTs -CIO -STCs	-No Cost

Curriculum and Instructional Integration Goals – Evaluation

Goals:

1. Curriculum and Instruction will be enriched via improved technology related services that allow seamless integration of instructional activities for students.
2. Technology Resource Teachers will provide support and training necessary for teachers to successfully integrate technology into instruction.

The Curriculum and Instructional Goals will be reviewed at least twice a year by the Chief Information Officer to determine that the goals set forth in the plan are on target and that any needs that have arisen throughout the plans implementation have been addressed. The Chief Information Officer and person(s) responsible will discuss progress toward meeting each Strategy/Activity and any changes needed with the technology plan to be adjusted accordingly.

Technology is increasingly integrated into the curriculum as a result of our teachers who are embracing instruction technology and the increasing number of instructional devices (Computers, ChromeBooks, Laptops, Interactive ClearTouches, etc.) which not only enriches content delivery but also motivates students to learn. Specific strategies/activities are included for the integration of technology throughout the curriculum in all grade levels and content areas that are aligned to the district's curriculum that is aligned to Kentucky's Core Academic Standards and College and Career Readiness Standards. Integration of technology should be seamless and fit with the specific content areas for meaningful instruction. All available technology resources will be utilized to meet the diverse learning needs of our students.

Various indicators will be used for measuring the effectiveness of technology integration into curricula and instruction including:

- Increased use of instructional technology in and out of the classroom.
- Board approved Technology Curriculum use and demonstration of skills with work samples.
- Monthly School Technology Coordinator (STC) meetings.
- Monthly Building Administrator meetings.
- Monthly Superintendent Cabinet meeting.
- Technology Department monthly meetings.
- Requested trainings and training logs.

Student Technology Literacy Goals

Technology use in the 21st Century has become a vital component of all aspects of life. Students must receive an education that incorporates technology literacy across the curriculum, thereby creating citizens who can responsibly use appropriate technology to communicate, solve problems, integrate, evaluate, and create meaningful information. This will improve learning in all subject areas while allowing students to acquire lifelong knowledge and skills in the 21st Century.

Goal 1

In alignment with E-rate/Federal funding requirements and state/district policies, the technology department will address the need for awareness and integration of digital citizenship, Internet safety, social media responsibilities and consequences for all students.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
All students will have the district's Acceptable Use Policy explained to them and will receive grade specific instruction regarding online safety, including social networking, cyberbullying, and digital citizenship	Increased student awareness of acceptable use, digital citizenship, and digital etiquette will encourage appropriate online behavior.	-Digital Driver's License -Lesson Plans -Signed Acceptable Use Policy Forms -Student Participation Logs	July 1, 2018 – June 30, 2020	-CIO -TRTs -School Counselors -STCs -Building Administrators	-No Cost

Goal 2

To ensure that every student is technology literate by the end of the eighth grade and is competent in the technology skills required to be proficient in Kentucky Core Academic Standards.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Instructional devices will be integrated into instruction to improve technology literacy.	Students will use instructional devices for research and to complete assignments that demonstrate their comprehension of content.	-Classroom Observation -Classroom Assessments -Lesson Plans	July 1, 2018 – June 30, 2020	-Building Administrator -CIO	-General Fund -Local -PTO -KETS
Conduct a technology literacy skills assessment, aligned to the National Educational Technology Standards, at the beginning and the end of the eighth grade year.	Students will learn technology skills along with curriculum content that is necessary for technology literacy by the time they leave eighth grade as measured by student technology assessment scores.	-Technology Literacy Assessment Scores	July 1, 2018 – June 30, 2020	-TRTs -Building Administrators -Teachers	-Local -KETS

Goal 3

To utilize technology in the classroom to provide enriched learning opportunities to meet curriculum standards for increased student achievement and motivation.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Google Classroom, G-Suite, Microsoft Office 365 will be used by students to create documents and/or projects that demonstrate technology literacy skills and content mastery.	Students will become literate with using Google Classroom, G-Suite, Microsoft Office 365, which will help them to meet instructional goals of technology literacy and content mastery and to become college and career ready.	-Classroom Observations -Classroom Assessments -Lesson Plans -Microsoft IT Academy	July 1, 2018 – June 30, 2020	-CIO -Teachers	-KETS

Student Technology Literacy Goals – Evaluation

Goals:

1. In alignment with E-rate/Federal funding requirements and state/district policies, the technology department will address the need for awareness and integration of digital citizenship, Internet safety, social media responsibilities and consequences for all students.
2. To ensure that every student is technology literate by the end of the eighth grade and is competent in the technology skills required to be proficient in Kentucky Core Academic Standards.
3. To utilize technology in the classroom to provide enriched learning opportunities to meet curriculum standards for increased student achievement and motivation.

Specific strategies/activities place emphasis on student technology literacy. To the greatest extent possible, technology literacy will be integrated with content delivery with students provided more specialized instruction during their time in the computer lab. Eighth grade students will complete technology literacy assessment to ensure technology literacy.

All available technology resources, including hardware, software, and online applications will be utilized to ensure student technology literacy and content mastery. Resources include, but are not limited to: computers, laptops, ChromeBooks, iPads, software, and online learning programs and applications. BYOD (Bring Your Own Device) will be encouraged as we strive for 1:1 student to computer ratio. A Technology Literacy Assessment that is aligned to ISTE standards, upon which Kentucky standards are based, will be used to assess eighth grade students' technology literacy skills.

We strive to not only improve student achievement but to also help them to reach their full potential. In addition to content mastery, it is crucial that our students obtain the 4 Cs of 21st Century Skills for success in life: Creativity, Collaboration, Communication, and Critical Thinking. Technology is a crucial tool that supports mastery of the 21st Century Skills, and students must be able to use technology to solve real life problems, communicate effectively, collaborate with others, and to create products. Student assessments will reflect their level of mastery. Lesson plans, classroom observations, and student performance on classroom assessments will provide evidence of each student's competence in these 4 Cs of 21st Century Skills.

The Chief Information Officer will review the Student Technology Literacy Goals and strategies/activities at least twice per year to determine progress and any modifications that should be made to ensure completion. The Chief Information Officer and the person(s) responsible will work together to ensure that all goals and strategies/activities are met.

Various indicators and methods will be utilized for meeting student technology literacy goals, including:

- Literacy skills assessment results
- Increased use of technology in the classroom.
- Board approved Technology Curriculum use and demonstration of skills with work samples.
- School Technology Coordinator (STC) monthly meetings.
- Technology Department monthly meetings.
- Building Administrator monthly meetings.

Staff Training/Professional Development Goals

The successful implementation of technology integration requires incorporating appropriate technology training for every employee. State and national standards will be utilized to measure progress on a meaningful basis.

Goal 1

To provide necessary professional development opportunities and disseminate relevant information that will empower teachers to effectively utilize and integrate technology in the classroom.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
District and school technology staff will attend relevant meetings and regional, state, and/or national conferences, such as KySTE, CKATC, STLP, and ISTE. They will also communicate/collaborate with peers in their profession. Relevant information will be shared with other staff within the school district.	Increased proficiency in current trends and instructional strategies with technology and the ability to network with peers from other districts in Kentucky and throughout the nation will result in a wealth of new ideas and strategies for meeting the instructional needs of students.	-Certificates of Attendance -Sign-In Sheets -Participation Logs -Handouts -Agendas	July 1, 2018 – June 30, 2020	-CIO -Network Engineer -TRTs -STCs	-General Fund -KETS

Conduct technology leadership meetings monthly with school administrators and STCs for the purpose of collaboration, professional development and disseminating information that will be shared with school staff.	Informative meetings and professional development will be provided for school administrators and STCs to ensure their success with the implementation of technology strategies at their school.	-Participation Logs -Agendas -Handouts	July 1, 2018 – June 30, 2020	-CIO -TRTs	-No Cost
Provide resources and training to teachers regarding Acceptable Use, Digital Citizenship, and Social Media to prepare them for instructing their students in these areas.	Teachers will be prepared to instruct students in the areas of Acceptable Use, Digital Citizenship, and Social Media.	-Classroom Observations -Lesson Plans -Participation Logs -Sign-In Sheets	July 1, 2018 – June 30, 2020	-CIO -TRTs -STCs	-No Cost
Provide training in Google Classroom, G-Suite, Google Drive as necessary for the successful integration of these programs throughout the district.	Proficiency with use of the Google Classroom, G-Suite will increase productivity and collaboration for staff and students with a direct impact on student achievement.	-Participation Logs -Handouts -Lesson Plans -Sign-In Sheets	July 1, 2018 – June 30, 2020	-CIO -TRTs -STCs	-No Cost

Staff Training/Professional Development Goals – Evaluation

Goals:

1. To provide necessary professional development opportunities and disseminate relevant information that will empower teachers to effectively utilize and integrate technology in the classroom.

The evaluation process for the “Staff Training/Professional Development” section of the technology plan will enable the district to monitor progress toward our goals and to make mid-course modifications, if necessary, to address new opportunities or situations that may arise. The district will offer professional development for staff as new technology resources become available and new strategies for integration are learned. Our district will strive to provide professional development for staff that is necessary to utilize 21st Century learning tools to meet the individualized instructional needs of our students. A continued emphasis is placed on technology professional development to keep up with emerging technology tools and trends in K-12 education. We expect teacher competencies to improve and for their repertoire of technology integration strategies to increase.

Professional development will be provided via a variety of modes to meet the individualized learning needs of our staff, including small and large group sessions, one-on-one, conferences, professional meetings, and online. There is a strong correlation between curriculum and the utilization of technology, such as Surface Pros and Interactive ClearTouch Boards, as well as Google Classroom and ChromeBooks. Student mobile devices are/can be utilized to reinforce concepts through various apps and programs. These types of devices are also utilized for assessments and RTI. Whether spreadsheets for science experiments, presentation software for interactive book reports and classroom presentations, or Google Drive and Google Classroom to encourage collaboration, students are utilizing technology to address their individualized instructional needs and curricular goals.

District Technology Staff will attend monthly regional meetings to keep abreast of emerging technology tools and tasks that are required of school districts in Kentucky. They will also attend local, regional, and state-level training and conferences, as necessary, to remain adept in the skills required to be efficient and effective in their profession.

Technology Goals

Goal 1

Implement plan to ensure that all schools maintain adequate computer inventory by annually replacing 20% of their antiquated instructional devices.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Replacement of approximately 20% of student and teacher computers.	KETS minimum instructional device standards.	Technology Readiness Survey, Annual Inventory, Spiceworks, PDQ Inventory Reports	July 1, 2018 – June 30, 2020	-CIO -Building Administrator	-KETS -General Funds -Local -PTO -Title I

Goal 2

Upgrading existing district PCs to Windows 10 as a common operating system platform, as per the terms of the Microsoft EES software licensing agreement. All new PCs will be configured with Windows 10 as their operating system. All district computers will be upgraded to the latest version of Microsoft Office.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Transition from Windows 7 to Windows 10 as the common operating system platform for new and existing PCs along with adoption of the latest Office software	Staff and students will have equitable access to the widest array of educational and productivity software.	District PCs will be upgraded to Windows 10 and Office 2016 (or later), all new PCs will be configured with Windows 10 and Office 2016 (or later)	July 1, 2018 – June 30, 2020	-Technology Department	-KETS

Goal 3

Upgrade and maintain all hardware and software of internal and external communications devices to ensure adequate communication services.

Action Plan: Strategies/Activities

Strategy/Activity	Instructional Outcome	Indicator	Timeline	Person(s) Responsible	Funding Source
Provide and upgrade a managed VoIP phone system	Reliable internal and external communication for all schools	Reduce downtime of VoIP phone system, Proper redirected calls	July 1, 2018 – June 30, 2020	-CIO -Network Engineer	-General Fund -E-Rate -Local
Provide online and support for technology, transportation and maintenance requests	Increased efficiency in submission and resolution of service requests	Each department will be able to accurately record and track service requests on an online platform.	July 1, 2018 – June 30, 2020	-CIO -Department Leaders -Webmaster	-KETS

Technology Goals – Evaluation

Goals:

1. Implement plan to ensure that all schools maintain adequate computer hardware by annually replacing 20% of their current PCs.
2. Upgrading existing district computers to Windows 10 as a common operating system platform for all PCs as per the terms of the Microsoft EES software licensing agreement. All new PCs will be configured with Windows 10 as their operating system. All district computers will be upgraded to the latest version of Microsoft Office.
3. Upgrade and maintain all hardware and software of internal and external communications devices to ensure adequate communication services.

An up-to-date, technology-rich educational environment is crucial for the success of our students in the classroom and is needed to prepare them with the 21st century skills necessary for college and career readiness. All technologies proposed to be purchased must meet the Kentucky Education Technology Systems (KETS) standards with the most up-to-date, state-of-the-art equipment purchased for longevity. Technology equipment that is needed should maintain and/or enhance our current instructional environment.

The evaluation process for the Technology Goals section of the district technology plan will enable the district to monitor progress toward our goals and to make mid-course modifications as new opportunities or situations arise.

Budget Summary 2018-19

2018-19 Acquired Technologies and Professional Development	KETS	General Fund	Local
School Messenger		\$7,200	
Microsoft Volume Licensing- EES		\$32,000	
Windstream Annual Maintenance Agreement	\$19,000		
Extreme Networks Annual Maintenance Agreement	\$37,000		
PDQ Deployment/Inventory	\$1,800		
Plixer	\$1,000		
JotForm	\$150		
Joomla- In House Web Hosting	\$150		
VoIP Hardware- Phoenix Academy		\$26,000	
KYSTE Conference		\$1,500	
Instructional End Devices- 20% Refresh Total from all Schools	\$75,000	\$75,000	\$100,000
TOTALS	\$134,100	\$141,700	\$100,000

Budget Summary 2019-20

2019-20 Acquired Technologies and Professional Development	KETS	General Fund	Local
School Messenger		\$7,200	
Microsoft Volume Licensing- EES		\$29,000	
Windstream Annual Maintenance Agreement	\$19,000		
Extreme Networks Annual Maintenance Agreement	\$37,000		
PDQ Deployment/Inventory	\$1,800		
Plixer	\$1,000		
JotForm	\$150		
Joomla- In House Web Hosting	\$150		
KYSTE Conference		\$1,500	
Instructional End Devices- 20% Refresh Total from all Schools	\$75,000	\$75,000	\$100,000
TOTALS	\$134,100	\$112,700	\$100,000