
Pennsylvania Department of Education



Commonwealth of Pennsylvania
Department of Education
333 Market Street
Harrisburg, PA 17126-0333

Educational Technology Report
Tuesday, April 24, 2012
(Last Approved: Saturday, October 29, 2011)
Entity: Manheim Township SD
Address: 450A Candlewyck Road
Lancaster, PA 17601

Mission

The Mission of the Manheim Township School District is to provide an environment where everyone will learn, grow and succeed.

Vision

Manheim Township School District aspires to be a place where every individual finds the resources needed to learn, grow and succeed. We are dedicated to pursuing a vision of excellence, and we believe that vision requires a strong learning environment, a supportive community, and an awareness of our place in the larger world.

We are committed to

A learning environment that is

- A place of safety and mutual respect.
- A place that stimulates curiosity and creativity.
- A place that sets high expectations and standards of achievement.
- A place that provides opportunities for critical thinking and problem solving.

A learning community that fosters

- A commitment to lifelong learning.
- A sense of personal integrity.
- An appreciation for the richness diversity can bring.
- An understanding of the breadth of a liberal arts education.
- Opportunities for extracurricular growth.
- The achievement of each individual's potential.

An understanding of our place in our world that requires

- Mutual respect and cooperation.
- Open communication.
- Understanding of cultural diversity.
- A sense of global citizenship.

Shared Values

- People thrive best in a safe and nurturing environment
- Family involvement in the educational process is integral to a successful community
- The value of individuals is in their uniqueness, and this uniqueness when shared is valuable to the community
- Personal growth requires the development of moral sense and strength of character
- A strong society requires responsible people and values ethical behavior
- Each person is responsible for his/her own actions
- The dignity of each person deserves respect
- Effective communication is fundamental to understanding
- An individual deserves the right to embrace his/her beliefs
- Each person deserves the opportunity to realize his/her potential
- Fairness is more important than equality
- Higher expectations challenge people and stimulate greater achievement
- Because people are innately curious, they seek knowledge throughout their lives
- Community success is dependent upon a diversity of people working for a common good
- Growth requires change and innovation
- Aesthetics are the creative expressions of the human spirit
- Excellence is always worthy of pursuit
- Universal education is vital to a free society
- Independence is achievable when a person gains valuable tools through learning
- Life-long learning is essential to a vibrant and rewarding life.

Needs Assessment

Reflections

- **Legacy Dataview 1467**

Concern Last Modified: 12/29/2011

AYP will continue to present a greater challenge for the district as a whole due to the size of our subpopulations. As we approach the 81% mark for reading proficiency, there is a concern that IEP and ED student subpopulations will not hit the required levels of proficiency. In 2010-11, both groups only made district AYP via safe harbor or safe harbor confidence interval. With only 39% of IEP students and 55% of ED students making proficient or advanced levels in 2010-11, the district must focus on the literacy of these subpopulations.

- **Legacy Dataview 1468**

Strength Concern Last Modified:

Overall our scores continue to do very well and our administration has worked very hard to keep our participation numbers at nearly 100%. Our continuing challenge is to keep the scores rising while also meeting the minimum requirements for all of the subpopulations.

TECHNOLOGY PLAN NEEDS ASSESSMENT

The Technology Planning Committee met beginning in the spring to consider the needs for Manheim Township School District. The committee consists of parents, administrators, support staff, and teachers and librarians from elementary and secondary schools. Included in this committee are: Anthony Aldinger, Janet Anderson, Dellawanna Bard, Beth Bradnick, Mike Bromirski, Colette Cairns, Kristen Canady, Rich Cavanagh, Brian Ellis, Lynn Fyfe, Ginger Green, Jill Greiner, Bridget Kaufhold, Mike Lichtenwalner, Richard Nolt, Jessica O'Gorman, Jason Reifsnnyder, Robin Schreiter, John Shirk, and Alex Short.

Manheim Township School District constantly strives to be aware of new technologies available to enhance the delivery of curriculum. Teachers, staff, and administrators do this by attending local, state and national conferences; participating in video conferencing or webinars; networking with teachers in other school districts; and taking graduate classes in technology-related disciplines. Everyone is encouraged to share his or her knowledge. As new technologies are adopted, it is a challenge to continually train staff in how to best incorporate the new methods into their daily tasks. Our own in-house resources, including Tech/Media Department staff, Library Media department members, and Building Technology Integrators, provide valuable information.

In a recent survey, staff members responded that they use data to assess student learning and use student data when discussing instruction and curriculum. Sapphire Analysis Suite will increase our ability to assist staff with this effort. In the same survey, staff agreed that teachers at our schools have opportunities to learn to use technology to enhance instruction. Building Technology Integrators are working to help make these opportunities more available.

Manheim Township School District has begun to implement several technologies and will continue to further infuse these tools throughout the district. Newer technologies include web-based instruction and communication, a movement from paper reports to multimedia and web based presentations, interactive white boards, and web applications. One of the needs of the district technology is to increase student access to technology. Another is to strengthen the students' understanding of Internet safety.

Goals and Strategies

Goal: FOUR-YEAR GRADUATION RATE

Description: Graduate rate will meet a 95% threshold and/or show growth.

Strategy: 21st Century Learning

Description: Recognize and meet the needs of diverse learners.
Use appropriate technology to increase student achievement.

Activity: Alternative/ Differentiated Learning Opportunities for Students

Description: Offer alternative/ differentiated learning opportunities to ensure that all students have equal access to the curriculum. Provide learning opportunities such as: electronic on-line learning, testing/grading, and instructional materials that are varied for diverse learners. • Make available Building Technology Integrators to work with teams of teachers to apply best practices in the use of technology tools to differentiate instruction. • Implement use of Wikispaces, Moodle, Word Press (Blog), and My Big Campus to allow creation of instructional materials for diverse learners. • Use tools such as: Thinkfinity and Discovery Education to find differentiated instruction lessons. • Explore usage of PAIUNet's New Worlds Multi-User Environment (like Second Life). • Provide opportunities for student learning with online courses. • Provide use of relevant and current software for delivery of instruction, i.e. simulators (NASA), specialized software applications.

Person Responsible Timeline for Implementation Resources

Greiner, Jill	Start: 7/2/2012	\$45,000.00
	Finish: 6/30/2015	

Status: Not Started — Upcoming

Activity: Efficiently and effectively track student progress

Description: Efficiently and effectively track student progress in order to make instructional decisions. Use pre-assessment, formative and summative (classroom-level, building level, district-level, and state-level) assessment data and research-based solutions to inform instruction: • Expand usage of the Sapphire Assessment Tracker System by administrators and teachers. • Use technology tools to assist with pre-assessment in instruction to drive decisions at the beginning of lesson planning.

Person Responsible Timeline for Implementation Resources

Greiner, Jill	Start: 7/2/2012	\$34,000.00
	Finish: 6/30/2015	

Status: Not Started — Upcoming

Activity: Mobile Learning Initiative will be formed to investigate possibilities for the integration of other devices into MTSD curriculum as technology tools for learning.

Description: Investigate mobile learning opportunities: • Access, implement, and assure compatibility of digital content/ instructional material. • Utilize multimedia, online information, and electronic versions of materials.

Person Responsible Timeline for Implementation Resources

Cairns, Colette	Start: 7/2/2012 Finish: 6/30/2015	\$30,000.00
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Status: Not Started — Upcoming

Activity: Provide instruction in the safe and ethical use of technology

Description: Provide students, staff, and parents with instruction and resources for lessons on appropriate online behavior, plagiarism, and copyright matters to maintain a high degree of ethics and responsibility when using technology. Internet safety instruction will include how to safely interact with other individuals on social networking websites and in chat rooms and cyber bullying awareness and response. With the decrease in library media specialists' time, consideration has to be given as to where this instruction will take place. • Encourage and increase knowledge and usage of Open Content materials such as iTunes, MIT courseware and Creative Commons. • Incorporate International Society for Technology and Education [ISTE] standards for students into existing curriculum documents. • Incorporate International Society for Technology and Education [ISTE] standards for teachers and administrators. • Encourage and increase usage of tools such as Noodle Tools, Turnitin, and Zotero to aid in research, the writing process and accountability. • Offer parents informational sessions on digital safety and new technologies.

Person Responsible Timeline for Implementation Resources

Greiner, Jill	Start: 7/1/2012 Finish: 6/30/2015	\$15,000.00
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Status: Not Started — Upcoming

Strategy: Curriculum Revision

Description: Revise curriculum documents and assessments to deeply align with PA Academic Standards.

Activity: Searchable System for Online Curricular Material

Description: Create Searchable System for Online Curricular Material (Scope and Sequence, Standards, Curriculum Guides, Pacing Guides, Lesson Plans, Other Resources) • Expand use of the State Standard Aligned System (SAS) for resources. • Provide links to best practice material (lesson plans, samples, etc.). • Develop alignment to Common Core standards.

Person Responsible Timeline for Implementation Resources

Greiner, Jill	Start: 7/2/2012 Finish: 6/30/2015	\$15,000.00
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Status: Not Started — Upcoming

Strategy: Facilities, Resources and Organizational Structure

Description: Support district operations and achievement through quality instructional practices for all students.

Activity: Create a system with SIF - Schools Interoperability Framework (or similar product) to easily access and connect information from various data sources

Description: The system would: • Provide server setup and implementation to seamlessly connect current systems (ex. web site, gradebook, lunchbox, transportation, library, ID cards, etc.). • Integrate as many services as possible. • Evaluate the ability for integration as new services come online. • Purchase a compatible library system.

Person Responsible Timeline for Implementation Resources

Lichtenwalner, Mike	Start: 7/2/2012	\$40,000.00
	Finish: 6/30/2015	

Status: Not Started — Upcoming

Activity: Expand building wireless networks to accommodate an expected increase in personal wireless computing devices (laptops, smart phones, tablets, etc.).

Description: Investigate and prepare to: • Use existing resources (directory structure, servers, networks, etc.) to provide tight integration with current systems and to control costs. • Replace and upgrade existing wireless access points where necessary to provide a secure and safe environment for all devices and users. • Resolve questions involved with use of personal devices on our network.

Person Responsible Timeline for Implementation Resources

Lichtenwalner, Mike	Start: 7/2/2012	\$200,000.00
	Finish: 6/30/2015	

Status: Not Started — Upcoming

Activity: Expand Usage of Student Information System software

Description: • Sapphire Analysis Suite (Report Writer, Assessment Tracker, Data Mining) will be released to all users who need this information. • Sapphire Student Backpack (server space, homework, grades, communications, and more) will be considered and possibly installed for student users • Pennsylvania Information Management System (PIMS), Penn Data Report, and Civil Rights Report will continue to expand in Sapphire. • Sapphire Gradebook and Community Portal usage by faculty (timely grade reporting) will be standardized. • Sapphire report card generation will be expanded to elementary grades.

Person Responsible Timeline for Implementation Resources

Greiner, Jill	Start: 7/2/2012	\$80,000.00
	Finish: 6/30/2015	

Status: Not Started — Upcoming

Activity: Explore and implement real-time financial reporting and asset management.

Description: Manheim Township will continue to provide district administrators, faculty and staff with integrated and efficient management systems that support the economical operation of the district. The acquisition, upgrade, maintenance, and support of these systems will require on-going evaluation of stakeholder needs and exploration of options.

Person Responsible	Timeline for Implementation	Resources
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Lichtenwalner, Mike	Start: 7/2/2012 Finish: 6/30/2015	\$25,000.00
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Status: Not Started — Upcoming

Activity: Maintain an Appropriate Computer Replacement Cycle

Description: Maintain an appropriate computer replacement cycle for staff workstations, student laptops, and student desktop computers. • Closely monitor inventory databases to assure that all computers meet minimum functionality requirements. • Upgrade existing computers' components with new advances in technology to increase performance and extend the life of current hardware. • Prepare for device and infrastructure needs based on results of the Mobile Learning Initiative.

Person Responsible	Timeline for Implementation	Resources
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Lichtenwalner, Mike	Start: 7/1/2012 Finish: 6/30/2015	\$900,000.00
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Status: Not Started — Upcoming

Strategy: Staff Development

Description: Provide staff development to promote student learning and achievement.

Activity: Provide diversified methods of delivering technology professional development for administrators.

Description: • Explore Offerings for online learning and communication (social media) for example: PDE — Standards Aligned System (SAS) Staff Development, Webinars from ISTE and ACSD, Elluminate, Google Apps, Skype, Twitter, Wikispaces, and Facebook. • Administrators will attend the LoTi Administrator program that focuses on improving student achievement using 21st Century Leadership and data-driven decision-making. They will focus on: conducting classroom walkthroughs with H.E.A.T.; working with Building Technology Integrators to create professional development opportunities that target greater rigor and relevance, LoTi, and research best-practices; creating a campus Next Steps Action Plan.

Person Responsible	Timeline for Implementation	Resources
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Greiner, Jill	Start: 7/2/2012	\$9,000.00
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Finish: 6/30/2015

Professional Development Activity Information

Number of Hours Per Session	Total Number of Sessions Per School Year	Estimated Number of Participants Per Year
2.00	4	15
Organization or Institution Name	Type of Provider	Provider's Department of Education Approval Status
	<ul style="list-style-type: none">School Entity	Approved
Knowledge and Skills	Research and Best Practices	Designed to Accomplish
		<i>For school and district administrators, and other educators seeking leadership roles:</i> <ul style="list-style-type: none">Provides the knowledge and skills to <u>think and plan strategically</u>, ensuring that assessments, curriculum, instruction, staff professional education, teaching materials and interventions for struggling students are aligned to each other as well as to Pennsylvania's academic standards.Provides leaders with the ability to <u>access and use appropriate data</u> to inform decision-making.Empowers leaders to create a <u>culture of teaching and learning</u>, with an emphasis on learning.

Educator Groups Which Will Participate in this Activity

Role	Subject Area
<ul style="list-style-type: none">Principals / asst. principalsSuperintendent / asst. superintendents	<ul style="list-style-type: none">Science and Technology

Follow-up Activities	Evaluation Methods
<ul style="list-style-type: none">Team development and sharing of content-area lesson implementation outcomes, with involvement of administrator and/or peersPeer-to-peer lesson discussionsJournaling and reflecting	<ul style="list-style-type: none">Participant surveyReview of written reports summarizing instructional activity

Status: Not Started — Upcoming

Activity: Provide Diversified Methods of Delivering Technology Professional Development for Staff

Description: • Explore Offerings for online learning and communication (social media) for example: PDE — Standards Aligned System (SAS) Staff Development, Webinars from ISTE and ACSD, Elluminate, Google Apps, Skype, Twitter, Wikispaces, and Facebook. • Offer Micro Tech sessions on an as needed basis to five or more staff members. • Provide instruction by Building Technology Integrators for teachers in creating exemplary technology integration into the existing curriculum. Technology Integrators will work with teams, grade levels, and/or departments as they assist teachers in offering differentiated instruction using technology tools. • Attendance at the Powerful Learning Practice (PLP) job embedded professional development training (at IU13) by a Landis Run Intermediate School team of 4-5 teachers with an administrator. • Attendance at the Powerful Learning Practice (PLP) job embedded professional development training (at IU13) by a Mobile Learning Initiative team of 4-5 teachers. • Provide training for Technology Integrators in LoTi and H.E.A.T Training so they can assist teachers in this effort. • Educate staff in plagiarism, copyright, data access, and acceptable use of technology and provide strategies for instruction in the curriculum. • Incorporate ISTE standards into guided supervision goals to be used in evaluations.

Person Responsible

Greiner, Jill

Timeline for Implementation

Start: 9/1/2008

Finish: 6/29/2012

Resources

\$96,000.00

Professional Development Activity Information

Number of Hours Per Session

6.00

Total Number of Sessions Per School Year

2

Estimated Number of Participants Per Year

265

Organization or Institution Name

Manheim Township School District

Type of Provider

- School Entity

Provider's Department of Education Approval Status

Approved

Knowledge and Skills

Participating teachers will be able to align professional learning needs, interests and contextual realities with educational technology professional development goals, models and methods.

Research and Best Practices

Research indicates that 30 hours of focused professional development required to change teacher professional practice. The aim of effective educational technology professional development is to find designs that work within "teachers' individual learning needs and preferences, the specific professional goals to be accomplished, the contextual realities of the school and the district in which the teacher-learners are working and how all of these conditions change over time." (Harris, One Size Doesn't Fit All, Learning and Leading with Technology, March/April 2008)

Designed to Accomplish

For classroom teachers, school counselors and education specialists:

- Increases the educator's teaching skills based on research on effective practice, with attention given to interventions for struggling students.
- Provides educators with a variety of classroom-based

assessment skills
and the skills
needed to analyze
and use data in
instructional
decision-making.

*For school and district
administrators, and other
educators seeking
leadership roles:*

- Empowers leaders to create a culture of teaching and learning, with an emphasis on learning.

Educator Groups Which Will Participate in this Activity

Role	Grade Level	Subject Area
<ul style="list-style-type: none"> • Classroom teachers • Principals / asst. principals • School counselors • Other educational specialists 	<ul style="list-style-type: none"> • Early childhood (preK-grade 3) • Middle (grades 6-8) • Elementary (grades 2-5) • High school (grades 9-12) 	<ul style="list-style-type: none"> • Science and Technology
Follow-up Activities	Evaluation Methods	
<ul style="list-style-type: none"> • Team development and sharing of content-area lesson implementation outcomes, with involvement of administrator and/or peers • Analysis of student work, with administrator and/or peers • Creating lessons to meet varied student learning styles • Peer-to-peer lesson discussions • Lesson modeling with mentoring • Journaling and reflecting 	<ul style="list-style-type: none"> • Participant survey • Review of participant lesson plans • Review of written reports summarizing instructional activity • Portfolio 	

Status: Not Started — Overdue

Activity: Provide diversified methods of delivering technology workshops for parents.

Description: Explore Offerings for online learning and communication (social media) at the building level for example: PDE — Standards Aligned System (SAS) Staff Development, Webinars from ISTE and ACSD, Elluminate, Google Apps, Skype, Twitter, Wikispaces, and Facebook.

Person Responsible Timeline for Implementation Resources

Greiner, Jill	Start: 7/2/2012	\$3,000.00
	Finish: 6/30/2015	

Status: Not Started — Upcoming

Goal: MATHEMATICS

Description: By 2013-2014, in mathematics, MTSD will increase the overall district-wide proficiency of students to 100% from our 2007-2008 performance of 85% with sub-populations achieving annual Adequate Yearly Progress (AYP).

Scores will escalate according to PDE requirements for AYP as follows:

2013-14 - 100%

2012-13 - 89%

2011-12 - 78%

2010-11 - 67%

Strategy: 21st Century Learning

Description: Recognize and meet the needs of diverse learners.
Use appropriate technology to increase student achievement.

Activity: Alternative/ Differentiated Learning Opportunities for Students

Description: Offer alternative/ differentiated learning opportunities to ensure that all students have equal access to the curriculum. Provide learning opportunities such as: electronic on-line learning, testing/grading, and instructional materials that are varied for diverse learners. • Make available Building Technology Integrators to work with teams of teachers to apply best practices in the use of technology tools to differentiate instruction. • Implement use of Wikispaces, Moodle, Word Press (Blog), and My Big Campus to allow creation of instructional materials for diverse learners. • Use tools such as: Thinkfinity and Discovery Education to find differentiated instruction lessons. • Explore usage of PAIUNet's New Worlds Multi-User Environment (like Second Life). • Provide opportunities for student learning with online courses. • Provide use of relevant and current software for delivery of instruction, i.e. simulators (NASA), specialized software applications.

Person Responsible Timeline for Implementation Resources

Greiner, Jill	Start: 7/2/2012	\$45,000.00
	Finish: 6/30/2015	

Status: Not Started — Upcoming

Activity: Efficiently and effectively track student progress

Description: Efficiently and effectively track student progress in order to make instructional decisions. Use pre-assessment, formative and summative (classroom-level, building level, district-level, and state-level) assessment data and research-based solutions to inform instruction:

- Expand usage of the Sapphire Assessment Tracker System by administrators and teachers.
- Use technology tools to assist with pre-assessment in instruction to drive decisions at the beginning of lesson planning.

Person Responsible Timeline for Implementation Resources

Greiner, Jill	Start: 7/2/2012	\$34,000.00
	Finish: 6/30/2015	

Status: Not Started — Upcoming

Activity: Mobile Learning Initiative will be formed to investigate possibilities for the integration of other devices into MTSD curriculum as technology tools for learning.

Description: Investigate mobile learning opportunities:

- Access, implement, and assure compatibility of digital content/ instructional material.
- Utilize multimedia, online information, and electronic versions of materials.

Person Responsible Timeline for Implementation Resources

Cairns, Colette	Start: 7/2/2012	\$30,000.00
	Finish: 6/30/2015	

Status: Not Started — Upcoming

Activity: Provide instruction in the safe and ethical use of technology

Description: Provide students, staff, and parents with instruction and resources for lessons on appropriate online behavior, plagiarism, and copyright matters to maintain a high degree of ethics and responsibility when using technology. Internet safety instruction will include how to safely interact with other individuals on social networking websites and in chat rooms and cyber bullying awareness and response. With the decrease in library media specialists' time, consideration has to be given as to where this instruction will take place.

- Encourage and increase knowledge and usage of Open Content materials such as iTunes, MIT courseware and Creative Commons.
- Incorporate International Society for Technology and Education [ISTE] standards for students into existing curriculum documents.
- Incorporate International Society for Technology and Education [ISTE] standards for teachers and administrators.
- Encourage and increase usage of tools such as Noodle Tools, Turnitin, and Zotero to aid in research, the writing process and accountability.
- Offer parents informational sessions on digital safety and new technologies.

Person Responsible Timeline for Implementation Resources

Greiner, Jill	Start: 7/1/2012	\$15,000.00
	Finish: 6/30/2015	

Status: Not Started — Upcoming

Strategy: Curriculum Revision

Description: Revise curriculum documents and assessments to deeply align with PA Academic Standards.

Activity: Searchable System for Online Curricular Material

Description: Create Searchable System for Online Curricular Material (Scope and Sequence, Standards, Curriculum Guides, Pacing Guides, Lesson Plans, Other Resources) • Expand use of the State Standard Aligned System (SAS) for resources. • Provide links to best practice material (lesson plans, samples, etc.). • Develop alignment to Common Core standards.

Person Responsible	Timeline for Implementation	Resources
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Greiner, Jill	Start: 7/2/2012 Finish: 6/30/2015	\$15,000.00
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Status: Not Started — Upcoming

Strategy: Facilities, Resources and Organizational Structure

Description: Support district operations and achievement through quality instructional practices for all students.

Activity: Create a system with SIF - Schools Interoperability Framework (or similar product) to easily access and connect information from various data sources

Description: The system would: • Provide server setup and implementation to seamlessly connect current systems (ex. web site, gradebook, lunchbox, transportation, library, ID cards, etc.). • Integrate as many services as possible. • Evaluate the ability for integration as new services come online. • Purchase a compatible library system.

Person Responsible	Timeline for Implementation	Resources
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Lichtenwalner, Mike	Start: 7/2/2012 Finish: 6/30/2015	\$40,000.00
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Status: Not Started — Upcoming

Activity: Expand building wireless networks to accommodate an expected increase in personal wireless computing devices (laptops, smart phones, tablets, etc.).

Description: Investigate and prepare to: • Use existing resources (directory structure, servers, networks, etc.) to provide tight integration with current systems and to control costs. • Replace and upgrade existing wireless access points where necessary to provide a secure and safe environment for all devices and users. • Resolve questions involved with use of personal devices on our network.

Person Responsible Timeline for Implementation Resources

Lichtenwalner, Mike	Start: 7/2/2012	\$200,000.00
	Finish: 6/30/2015	

Status: Not Started — Upcoming

Activity: Expand Usage of Student Information System software

Description: • Sapphire Analysis Suite (Report Writer, Assessment Tracker, Data Mining) will be released to all users who need this information. • Sapphire Student Backpack (server space, homework, grades, communications, and more) will be considered and possibly installed for student users • Pennsylvania Information Management System (PIMS), Penn Data Report, and Civil Rights Report will continue to expand in Sapphire. • Sapphire Gradebook and Community Portal usage by faculty (timely grade reporting) will be standardized. • Sapphire report card generation will be expanded to elementary grades.

Person Responsible Timeline for Implementation Resources

Greiner, Jill	Start: 7/2/2012	\$80,000.00
	Finish: 6/30/2015	

Status: Not Started — Upcoming

Activity: Explore and implement real-time financial reporting and asset management.

Description: Manheim Township will continue to provide district administrators, faculty and staff with integrated and efficient management systems that support the economical operation of the district. The acquisition, upgrade, maintenance, and support of these systems will require on-going evaluation of stakeholder needs and exploration of options.

Person Responsible Timeline for Implementation Resources

Lichtenwalner, Mike	Start: 7/2/2012	\$25,000.00
	Finish: 6/30/2015	

Status: Not Started — Upcoming

Activity: Maintain an Appropriate Computer Replacement Cycle

Description: Maintain an appropriate computer replacement cycle for staff workstations, student laptops, and student desktop computers. • Closely monitor inventory databases to assure that all computers meet minimum functionality requirements. • Upgrade existing computers' components with new advances in technology to increase performance and extend the life of current hardware. • Prepare for device and infrastructure needs based on results of the Mobile Learning Initiative.

Person Responsible Timeline for Implementation Resources

Lichtenwalner, Mike Start: 7/1/2012 \$900,000.00
 Finish: 6/30/2015

Status: Not Started — Upcoming

Strategy: Staff Development

Description: Provide staff development to promote student learning and achievement.

Activity: Provide diversified methods of delivering technology professional development for administrators.

Description: • Explore Offerings for online learning and communication (social media) for example: PDE — Standards Aligned System (SAS) Staff Development, Webinars from ISTE and ACSD, Elluminate, Google Apps, Skype, Twitter, Wikispaces, and Facebook. • Administrators will attend the LoTi Administrator program that focuses on improving student achievement using 21st Century Leadership and data-driven decision-making. They will focus on: conducting classroom walkthroughs with H.E.A.T.; working with Building Technology Integrators to create professional development opportunities that target greater rigor and relevance, LoTi, and research best-practices; creating a campus Next Steps Action Plan.

Person Responsible	Timeline for Implementation	Resources
Greiner, Jill	Start: 7/2/2012 Finish: 6/30/2015	\$9,000.00

Professional Development Activity Information

Number of Hours Per Session	Total Number of Sessions Per School Year	Estimated Number of Participants Per Year
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2.00	4	15
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Organization or Institution Name	Type of Provider	Provider's Department of Education Approval Status
	• School Entity	Approved

Knowledge and Skills	Research and Best Practices	Designed to Accomplish
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For school and district administrators, and other educators seeking leadership roles:

- Provides the knowledge and skills to think and plan strategically, ensuring that assessments, curriculum, instruction, staff professional education, teaching materials and interventions for struggling students are aligned to each other as well as to Pennsylvania's academic standards.
- Provides leaders with the ability to access and use appropriate data

- to inform decision-making.
- Empowers leaders to create a culture of teaching and learning, with an emphasis on learning.

Educator Groups Which Will Participate in this Activity

Role

- Principals / asst. principals
- Superintendent / asst. superintendents

Subject Area

- Science and Technology

Follow-up Activities

- Team development and sharing of content-area lesson implementation outcomes, with involvement of administrator and/or peers
- Peer-to-peer lesson discussions
- Journaling and reflecting

Evaluation Methods

- Participant survey
- Review of written reports summarizing instructional activity

Status: Not Started — Upcoming

Activity: Provide Diversified Methods of Delivering Technology Professional Development for Staff

Description: • Explore Offerings for online learning and communication (social media) for example: PDE — Standards Aligned System (SAS) Staff Development, Webinars from ISTE and ACSD, Elluminate, Google Apps, Skype, Twitter, Wikispaces, and Facebook. • Offer Micro Tech sessions on an as needed basis to five or more staff members. • Provide instruction by Building Technology Integrators for teachers in creating exemplary technology integration into the existing curriculum. Technology Integrators will work with teams, grade levels, and/or departments as they assist teachers in offering differentiated instruction using technology tools. • Attendance at the Powerful Learning Practice (PLP) job embedded professional development training (at IU13) by a Landis Run Intermediate School team of 4-5 teachers with an administrator. • Attendance at the Powerful Learning Practice (PLP) job embedded professional development training (at IU13) by a Mobile Learning Initiative team of 4-5 teachers. • Provide training for Technology Integrators in LoTi and H.E.A.T Training so they can assist teachers in this effort. • Educate staff in plagiarism, copyright, data access, and acceptable use of technology and provide strategies for instruction in the curriculum. • Incorporate ISTE standards into guided supervision goals to be used in evaluations.

Person Responsible

Greiner, Jill

Timeline for Implementation

Start: 9/1/2008
Finish: 6/29/2012

Resources

\$96,000.00

Professional Development Activity Information

Number of Hours Per

Total Number of Sessions Per

Estimated Number of

Session	School Year	Participants Per Year
6.00	2	265
Organization or Institution Name	Type of Provider	Provider's Department of Education Approval Status
Manheim Township School District	<ul style="list-style-type: none"> School Entity 	Approved

Knowledge and Skills

Participating teachers will be able to align professional learning needs, interests and contextual realities with educational technology professional development goals, models and methods.

Research and Best Practices

Research indicates that 30 hours of focused professional development required to change teacher professional practice. The aim of effective educational technology professional development is to find designs that work within "teachers' individual learning needs and preferences, the specific professional goals to be accomplished, the contextual realities of the school and the district in which the teacher-learners are working and how all of these conditions change over time." (Harris, One Size Doesn't Fit All, Learning and Leading with Technology, March/April 2008)

Designed to Accomplish

For classroom teachers, school counselors and education specialists:

- Increases the educator's teaching skills based on research on effective practice, with attention given to interventions for struggling students.
- Provides educators with a variety of classroom-based assessment skills and the skills needed to analyze and use data in instructional decision-making.

For school and district administrators, and other educators seeking leadership roles:

- Empowers leaders to create a culture of teaching and learning, with an emphasis on learning.

Educator Groups Which Will Participate in this Activity

Role	Grade Level	Subject Area
<ul style="list-style-type: none"> Classroom teachers Principals / asst. principals School counselors Other educational specialists 	<ul style="list-style-type: none"> Early childhood (preK-grade 3) Middle (grades 6-8) Elementary (grades 2-5) High school (grades 9-12) 	<ul style="list-style-type: none"> Science and Technology

Follow-up Activities

- Team development

Evaluation Methods

- Participant survey

- and sharing of content-area lesson implementation outcomes, with involvement of administrator and/or peers
- Analysis of student work, with administrator and/or peers
- Creating lessons to meet varied student learning styles
- Peer-to-peer lesson discussions
- Lesson modeling with mentoring
- Journaling and reflecting
- Review of participant lesson plans
- Review of written reports summarizing instructional activity
- Portfolio

Status: Not Started — Overdue

Activity: Provide diversified methods of delivering technology workshops for parents.

Description: Explore Offerings for online learning and communication (social media) at the building level for example: PDE — Standards Aligned System (SAS) Staff Development, Webinars from ISTE and ACSD, Elluminate, Google Apps, Skype, Twitter, Wikispaces, and Facebook.

Person Responsible Timeline for Implementation Resources

Greiner, Jill	Start: 7/2/2012	\$3,000.00
	Finish: 6/30/2015	

Status: Not Started — Upcoming

Goal: READING

Description: By 2013-2014, in reading, MTSD will increase the overall district-wide proficiency of students to 100% from our 2007-2008 performance of 85% with sub-populations achieving annual Adequate Yearly Progress (AYP).

Scores will escalate according to PDE requirements for AYP as follows:

2013-14 - 100%
 2012-13 - 91%
 2011-12 - 81%
 2010-11 - 72%

Strategy: 21st Century Learning

Description: Recognize and meet the needs of diverse learners.
Use appropriate technology to increase student achievement.

Activity: Alternative/ Differentiated Learning Opportunities for Students

Description: Offer alternative/ differentiated learning opportunities to ensure that all students have equal access to the curriculum. Provide learning opportunities such as: electronic on-line learning, testing/grading, and instructional materials that are varied for diverse learners. • Make available Building Technology Integrators to work with teams of teachers to apply best practices in the use of technology tools to differentiate instruction. • Implement use of Wikispaces, Moodle, Word Press (Blog), and My Big Campus to allow creation of instructional materials for diverse learners. • Use tools such as: Thinkfinity and Discovery Education to find differentiated instruction lessons. • Explore usage of PAIUNet's New Worlds Multi-User Environment (like Second Life). • Provide opportunities for student learning with online courses. • Provide use of relevant and current software for delivery of instruction, i.e. simulators (NASA), specialized software applications.

Person Responsible Timeline for Implementation Resources

Greiner, Jill	Start: 7/2/2012	\$45,000.00
	Finish: 6/30/2015	

Status: Not Started — Upcoming

Activity: Efficiently and effectively track student progress

Description: Efficiently and effectively track student progress in order to make instructional decisions. Use pre-assessment, formative and summative (classroom-level, building level, district-level, and state-level) assessment data and research-based solutions to inform instruction: • Expand usage of the Sapphire Assessment Tracker System by administrators and teachers. • Use technology tools to assist with pre-assessment in instruction to drive decisions at the beginning of lesson planning.

Person Responsible Timeline for Implementation Resources

Greiner, Jill	Start: 7/2/2012	\$34,000.00
	Finish: 6/30/2015	

Status: Not Started — Upcoming

Activity: Mobile Learning Initiative will be formed to investigate possibilities for the integration of other devices into MTSD curriculum as technology tools for learning.

Description: Investigate mobile learning opportunities: • Access, implement, and assure compatibility of digital content/ instructional material. • Utilize multimedia, online information, and electronic versions of materials.

Person Responsible Timeline for Implementation Resources

Cairns, Colette	Start: 7/2/2012	\$30,000.00
	Finish: 6/30/2015	

Status: Not Started — Upcoming

Activity: Provide instruction in the safe and ethical use of technology

Description: Provide students, staff, and parents with instruction and resources for lessons on appropriate online behavior, plagiarism, and copyright matters to maintain a high degree of ethics and responsibility when using technology. Internet safety instruction will include how to safely interact with other individuals on social networking websites and in chat rooms and cyber bullying awareness and response. With the decrease in library media specialists' time, consideration has to be given as to where this instruction will take place. • Encourage and increase knowledge and usage of Open Content materials such as iTunes, MIT courseware and Creative Commons. • Incorporate International Society for Technology and Education [ISTE] standards for students into existing curriculum documents. • Incorporate International Society for Technology and Education [ISTE] standards for teachers and administrators. • Encourage and increase usage of tools such as Noodle Tools, Turnitin, and Zotero to aid in research, the writing process and accountability. • Offer parents informational sessions on digital safety and new technologies.

Person Responsible Timeline for Implementation Resources

Greiner, Jill	Start: 7/1/2012	\$15,000.00
	Finish: 6/30/2015	

Status: Not Started — Upcoming

Strategy: Curriculum Revision

Description: Revise curriculum documents and assessments to deeply align with PA Academic Standards.

Activity: Searchable System for Online Curricular Material

Description: Create Searchable System for Online Curricular Material (Scope and Sequence, Standards, Curriculum Guides, Pacing Guides, Lesson Plans, Other Resources) • Expand use of the State Standard Aligned System (SAS) for resources. • Provide links to best practice material (lesson plans, samples, etc.). • Develop alignment to Common Core standards.

Person Responsible Timeline for Implementation Resources

Greiner, Jill	Start: 7/2/2012	\$15,000.00
	Finish: 6/30/2015	

Status: Not Started — Upcoming

Strategy: Facilities, Resources and Organizational Structure

Description: Support district operations and achievement through quality instructional practices for all students.

Activity: Create a system with SIF - Schools Interoperability Framework (or similar product) to easily access and connect information from various data sources

Description: The system would: • Provide server setup and implementation to seamlessly connect current systems (ex. web site, gradebook, lunchbox, transportation, library, ID cards, etc.). • Integrate as many services as possible. • Evaluate the ability for integration as new services come online. • Purchase a compatible library system.

Person Responsible Timeline for Implementation Resources

Lichtenwalner, Mike	Start: 7/2/2012	\$40,000.00
	Finish: 6/30/2015	

Status: Not Started — Upcoming

Activity: Expand building wireless networks to accommodate an expected increase in personal wireless computing devices (laptops, smart phones, tablets, etc.).

Description: Investigate and prepare to: • Use existing resources (directory structure, servers, networks, etc.) to provide tight integration with current systems and to control costs. • Replace and upgrade existing wireless access points where necessary to provide a secure and safe environment for all devices and users. • Resolve questions involved with use of personal devices on our network.

Person Responsible Timeline for Implementation Resources

Lichtenwalner, Mike	Start: 7/2/2012	\$200,000.00
	Finish: 6/30/2015	

Status: Not Started — Upcoming

Activity: Expand Usage of Student Information System software

Description: • Sapphire Analysis Suite (Report Writer, Assessment Tracker, Data Mining) will be released to all users who need this information. • Sapphire Student Backpack (server space, homework, grades, communications, and more) will be considered and possibly installed for student users • Pennsylvania Information Management System (PIMS), Penn Data Report, and Civil Rights Report will continue to expand in Sapphire. • Sapphire Gradebook and Community Portal usage by faculty (timely grade reporting) will be standardized. • Sapphire report card generation will be expanded to elementary grades.

Person Responsible Timeline for Implementation Resources

Greiner, Jill	Start: 7/2/2012	\$80,000.00
	Finish: 6/30/2015	

Status: Not Started — Upcoming

Activity: Explore and implement real-time financial reporting and asset management.

Description: Manheim Township will continue to provide district administrators, faculty and staff with integrated and efficient management systems that support the economical operation of the district. The acquisition, upgrade, maintenance, and support of these systems will require on-going evaluation of stakeholder needs and exploration of options.

Person Responsible	Timeline for Implementation	Resources
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Lichtenwalner, Mike	Start: 7/2/2012 Finish: 6/30/2015	\$25,000.00
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Status: Not Started — Upcoming

Activity: Maintain an Appropriate Computer Replacement Cycle

Description: Maintain an appropriate computer replacement cycle for staff workstations, student laptops, and student desktop computers. • Closely monitor inventory databases to assure that all computers meet minimum functionality requirements. • Upgrade existing computers' components with new advances in technology to increase performance and extend the life of current hardware. • Prepare for device and infrastructure needs based on results of the Mobile Learning Initiative.

Person Responsible	Timeline for Implementation	Resources
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Lichtenwalner, Mike	Start: 7/1/2012 Finish: 6/30/2015	\$900,000.00
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Status: Not Started — Upcoming

Strategy: Staff Development

Description: Provide staff development to promote student learning and achievement.

Activity: Provide diversified methods of delivering technology professional development for administrators.

Description: • Explore Offerings for online learning and communication (social media) for example: PDE — Standards Aligned System (SAS) Staff Development, Webinars from ISTE and ACSD, Elluminate, Google Apps, Skype, Twitter, Wikispaces, and Facebook. • Administrators will attend the LoTi Administrator program that focuses on improving student achievement using 21st Century Leadership and data-driven decision-making. They will focus on: conducting classroom walkthroughs with H.E.A.T.; working with Building Technology Integrators to create professional development opportunities that target greater rigor and relevance, LoTi, and research best-practices; creating a campus Next Steps Action Plan.

Person Responsible	Timeline for Implementation	Resources
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Greiner, Jill	Start: 7/2/2012	\$9,000.00
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Finish: 6/30/2015

Professional Development Activity Information

Number of Hours Per Session	Total Number of Sessions Per School Year	Estimated Number of Participants Per Year
2.00	4	15
Organization or Institution Name	Type of Provider	Provider's Department of Education Approval Status
	<ul style="list-style-type: none">School Entity	Approved
Knowledge and Skills	Research and Best Practices	Designed to Accomplish
		<i>For school and district administrators, and other educators seeking leadership roles:</i> <ul style="list-style-type: none">Provides the knowledge and skills to <u>think and plan strategically</u>, ensuring that assessments, curriculum, instruction, staff professional education, teaching materials and interventions for struggling students are aligned to each other as well as to Pennsylvania's academic standards.Provides leaders with the ability to <u>access and use appropriate data</u> to inform decision-making.Empowers leaders to create a <u>culture of teaching and learning</u>, with an emphasis on learning.

Educator Groups Which Will Participate in this Activity

Role	Subject Area
<ul style="list-style-type: none">Principals / asst. principalsSuperintendent / asst. superintendents	<ul style="list-style-type: none">Science and Technology

Follow-up Activities	Evaluation Methods
<ul style="list-style-type: none">Team development and sharing of content-area lesson implementation outcomes, with involvement of administrator and/or peersPeer-to-peer lesson discussionsJournaling and reflecting	<ul style="list-style-type: none">Participant surveyReview of written reports summarizing instructional activity

Status: Not Started — Upcoming

Activity: Provide Diversified Methods of Delivering Technology Professional Development for Staff

Description: • Explore Offerings for online learning and communication (social media) for example: PDE — Standards Aligned System (SAS) Staff Development, Webinars from ISTE and ACSD, Elluminate, Google Apps, Skype, Twitter, Wikispaces, and Facebook. • Offer Micro Tech sessions on an as needed basis to five or more staff members. • Provide instruction by Building Technology Integrators for teachers in creating exemplary technology integration into the existing curriculum. Technology Integrators will work with teams, grade levels, and/or departments as they assist teachers in offering differentiated instruction using technology tools. • Attendance at the Powerful Learning Practice (PLP) job embedded professional development training (at IU13) by a Landis Run Intermediate School team of 4-5 teachers with an administrator. • Attendance at the Powerful Learning Practice (PLP) job embedded professional development training (at IU13) by a Mobile Learning Initiative team of 4-5 teachers. • Provide training for Technology Integrators in LoTi and H.E.A.T Training so they can assist teachers in this effort. • Educate staff in plagiarism, copyright, data access, and acceptable use of technology and provide strategies for instruction in the curriculum. • Incorporate ISTE standards into guided supervision goals to be used in evaluations.

Person Responsible

Greiner, Jill

Timeline for Implementation

Start: 9/1/2008

Finish: 6/29/2012

Resources

\$96,000.00

Professional Development Activity Information

Number of Hours Per Session

6.00

Total Number of Sessions Per School Year

2

Estimated Number of Participants Per Year

265

Organization or Institution Name

Manheim Township School District

Type of Provider

- School Entity

Provider's Department of Education Approval Status

Approved

Knowledge and Skills

Participating teachers will be able to align professional learning needs, interests and contextual realities with educational technology professional development goals, models and methods.

Research and Best Practices

Research indicates that 30 hours of focused professional development required to change teacher professional practice. The aim of effective educational technology professional development is to find designs that work within "teachers' individual learning needs and preferences, the specific professional goals to be accomplished, the contextual realities of the school and the district in which the teacher-learners are working and how all of these conditions change over time." (Harris, One Size Doesn't Fit All, Learning and Leading with Technology, March/April 2008)

Designed to Accomplish

For classroom teachers, school counselors and education specialists:

- Increases the educator's teaching skills based on research on effective practice, with attention given to interventions for struggling students.
- Provides educators with a variety of classroom-based

assessment skills
and the skills
needed to analyze
and use data in
instructional
decision-making.

*For school and district
administrators, and other
educators seeking
leadership roles:*

- Empowers leaders to create a culture of teaching and learning, with an emphasis on learning.

Educator Groups Which Will Participate in this Activity

Role	Grade Level	Subject Area
<ul style="list-style-type: none"> • Classroom teachers • Principals / asst. principals • School counselors • Other educational specialists 	<ul style="list-style-type: none"> • Early childhood (preK-grade 3) • Middle (grades 6-8) • Elementary (grades 2-5) • High school (grades 9-12) 	<ul style="list-style-type: none"> • Science and Technology
Follow-up Activities	Evaluation Methods	
<ul style="list-style-type: none"> • Team development and sharing of content-area lesson implementation outcomes, with involvement of administrator and/or peers • Analysis of student work, with administrator and/or peers • Creating lessons to meet varied student learning styles • Peer-to-peer lesson discussions • Lesson modeling with mentoring • Journaling and reflecting 	<ul style="list-style-type: none"> • Participant survey • Review of participant lesson plans • Review of written reports summarizing instructional activity • Portfolio 	

Status: Not Started — Overdue

Activity: Provide diversified methods of delivering technology workshops for parents.

21st Century Learning	2012-2013	2013-2014	2014-2015	Total	Funding Source
Alternative/ Differentiated Learning Opportunities for Students	\$15,000.00	\$15,000.00	\$15,000.00	\$45,000.00	020 - CURRICULUM DEVELOPMENT AND INSTRUCTIONAL IMPROVEMENT SERVICES
Efficiently and effectively track student progress	\$20,000.00	\$7,000.00	\$7,000.00	\$34,000.00	030 - EDUCATIONAL PLANNING SERVICES
Mobile Learning Initiative will be formed to investigate possibilities for the integration of other devices into MTSD	\$10,000.00	\$10,000.00	\$10,000.00	\$30,000.00	010 - ADMINISTRATIVE BUDGET

curriculum as technology tools for learning.

Provide instruction in the safe and ethical use of technology	\$5,000.00	\$5,000.00	\$5,000.00	\$15,000.00	010 - ADMINISTRATIVE BUDGET
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Curriculum Revision	2012-2013	2013-2014	2014-2015	Total	Funding Source
Searchable System for Online Curricular Material	\$5,000.00	\$5,000.00	\$5,000.00	\$15,000.00	010 - ADMINISTRATIVE BUDGET

Facilities, Resources and Organizational Structure	2012-2013	2013-2014	2014-2015	Total	Funding Source
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Create a system with SIF - Schools Interoperability Framework (or similar product) to easily access and connect information from various data sources	\$20,000.00	\$10,000.00	\$10,000.00	\$40,000.00	010 - ADMINISTRATIVE BUDGET
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Expand building wireless networks to accommodate an expected increase in personal wireless computing devices (laptops, smart phones, tablets, etc.).	\$100,000.00	\$50,000.00	\$50,000.00	\$200,000.00	010 - ADMINISTRATIVE BUDGET
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Expand Usage of Student Information System software	\$30,000.00	\$25,000.00	\$25,000.00	\$80,000.00	010 - ADMINISTRATIVE BUDGET
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Explore and implement real-time financial reporting and asset management.	\$15,000.00	\$5,000.00	\$5,000.00	\$25,000.00	010 - ADMINISTRATIVE BUDGET
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Maintain an Appropriate Computer Replacement Cycle	\$300,000.00	\$300,000.00	\$300,000.00	\$900,000.00	010 - ADMINISTRATIVE BUDGET
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Staff Development	2012-2013	2013-2014	2014-2015	Total	Funding Source
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Provide diversified methods of delivering technology professional development for administrators.	\$3,000.00	\$3,000.00	\$3,000.00	\$9,000.00	050 - CONTINUING PROFESSIONAL EDUCATION SERVICES
Provide Diversified Methods of Delivering Technology Professional Development for Staff	\$32,000.00	\$32,000.00	\$32,000.00	\$96,000.00	050 - CONTINUING PROFESSIONAL EDUCATION SERVICES
Provide diversified methods of delivering technology workshops for parents.	\$1,000.00	\$1,000.00	\$1,000.00	\$3,000.00	010 - ADMINISTRATIVE BUDGET
Subtotal	\$556,000.00	\$468,000.00	\$468,000.00	\$1,492,000.00	

Goal: MATHEMATICS

By 2013-2014, in mathematics, MTSD will increase the overall district-wide proficiency of students to 100% from our 2007-2008 performance of 85% with sub-populations achieving annual Adequate Yearly Progress (AYP).

Scores will escalate according to PDE requirements for AYP as follows:

2013-14 - 100%
2012-13 - 89%
2011-12 - 78%
2010-11 - 67%

21st Century Learning	2012-2013	2013-2014	2014-2015	Total	Funding Source
Alternative/ Differentiated Learning Opportunities for Students	\$15,000.00	\$15,000.00	\$15,000.00	\$45,000.00	020 - CURRICULUM DEVELOPMENT AND INSTRUCTIONAL IMPROVEMENT SERVICES
Efficiently and effectively track student progress	\$20,000.00	\$7,000.00	\$7,000.00	\$34,000.00	030 - EDUCATIONAL PLANNING SERVICES
Mobile Learning Initiative will be formed to investigate possibilities for the integration of other devices into MTSD	\$10,000.00	\$10,000.00	\$10,000.00	\$30,000.00	010 - ADMINISTRATIVE BUDGET

curriculum as technology tools for learning.

Provide instruction in the safe and ethical use of technology	\$5,000.00	\$5,000.00	\$5,000.00	\$15,000.00	010 - ADMINISTRATIVE BUDGET
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Curriculum Revision	2012-2013	2013-2014	2014-2015	Total	Funding Source
Searchable System for Online Curricular Material	\$5,000.00	\$5,000.00	\$5,000.00	\$15,000.00	010 - ADMINISTRATIVE BUDGET

Facilities, Resources and Organizational Structure	2012-2013	2013-2014	2014-2015	Total	Funding Source
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Create a system with SIF - Schools Interoperability Framework (or similar product) to easily access and connect information from various data sources	\$20,000.00	\$10,000.00	\$10,000.00	\$40,000.00	010 - ADMINISTRATIVE BUDGET
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Expand building wireless networks to accommodate an expected increase in personal wireless computing devices (laptops, smart phones, tablets, etc.).	\$100,000.00	\$50,000.00	\$50,000.00	\$200,000.00	010 - ADMINISTRATIVE BUDGET
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Expand Usage of Student Information System software	\$30,000.00	\$25,000.00	\$25,000.00	\$80,000.00	010 - ADMINISTRATIVE BUDGET
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Explore and implement real-time financial reporting and asset management.	\$15,000.00	\$5,000.00	\$5,000.00	\$25,000.00	010 - ADMINISTRATIVE BUDGET
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Maintain an Appropriate Computer Replacement Cycle	\$300,000.00	\$300,000.00	\$300,000.00	\$900,000.00	010 - ADMINISTRATIVE BUDGET
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Staff Development	2012-2013	2013-2014	2014-2015	Total	Funding Source
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Provide diversified methods of delivering technology professional development for administrators.	\$3,000.00	\$3,000.00	\$3,000.00	\$9,000.00	050 - CONTINUING PROFESSIONAL EDUCATION SERVICES
Provide Diversified Methods of Delivering Technology Professional Development for Staff	\$32,000.00	\$32,000.00	\$32,000.00	\$96,000.00	050 - CONTINUING PROFESSIONAL EDUCATION SERVICES
Provide diversified methods of delivering technology workshops for parents.	\$1,000.00	\$1,000.00	\$1,000.00	\$3,000.00	010 - ADMINISTRATIVE BUDGET
Subtotal	\$556,000.00	\$468,000.00	\$468,000.00	\$0.00	

Goal: READING

By 2013-2014, in reading, MTSD will increase the overall district-wide proficiency of students to 100% from our 2007-2008 performance of 85% with sub-populations achieving annual Adequate Yearly Progress (AYP).

Scores will escalate according to PDE requirements for AYP as follows:

2013-14 - 100%

2012-13 - 91%

2011-12 - 81%

2010-11 - 72%

21st Century Learning	2012-2013	2013-2014	2014-2015	Total	Funding Source
Alternative/Differentiated Learning Opportunities for Students	\$15,000.00	\$15,000.00	\$15,000.00	\$45,000.00	020 - CURRICULUM DEVELOPMENT AND INSTRUCTIONAL IMPROVEMENT SERVICES
Efficiently and effectively track student progress	\$20,000.00	\$7,000.00	\$7,000.00	\$34,000.00	030 - EDUCATIONAL PLANNING SERVICES
Mobile Learning Initiative will be formed to investigate possibilities for the integration of other devices into MTSD	\$10,000.00	\$10,000.00	\$10,000.00	\$30,000.00	010 - ADMINISTRATIVE BUDGET

curriculum as technology tools for learning.

Provide instruction in the safe and ethical use of technology	\$5,000.00	\$5,000.00	\$5,000.00	\$15,000.00	010 - ADMINISTRATIVE BUDGET
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Curriculum Revision	2012-2013	2013-2014	2014-2015	Total	Funding Source
Searchable System for Online Curricular Material	\$5,000.00	\$5,000.00	\$5,000.00	\$15,000.00	010 - ADMINISTRATIVE BUDGET

Facilities, Resources and Organizational Structure	2012-2013	2013-2014	2014-2015	Total	Funding Source
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Create a system with SIF - Schools Interoperability Framework (or similar product) to easily access and connect information from various data sources	\$20,000.00	\$10,000.00	\$10,000.00	\$40,000.00	010 - ADMINISTRATIVE BUDGET
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Expand building wireless networks to accommodate an expected increase in personal wireless computing devices (laptops, smart phones, tablets, etc.).	\$100,000.00	\$50,000.00	\$50,000.00	\$200,000.00	010 - ADMINISTRATIVE BUDGET
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Expand Usage of Student Information System software	\$30,000.00	\$25,000.00	\$25,000.00	\$80,000.00	010 - ADMINISTRATIVE BUDGET
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Explore and implement real-time financial reporting and asset management.	\$15,000.00	\$5,000.00	\$5,000.00	\$25,000.00	010 - ADMINISTRATIVE BUDGET
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Maintain an Appropriate Computer Replacement Cycle	\$300,000.00	\$300,000.00	\$300,000.00	\$900,000.00	010 - ADMINISTRATIVE BUDGET
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Staff Development	2012-2013	2013-2014	2014-2015	Total	Funding Source
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Provide diversified methods of delivering technology professional development for administrators.	\$3,000.00	\$3,000.00	\$3,000.00	\$9,000.00	050 - CONTINUING PROFESSIONAL EDUCATION SERVICES
Provide Diversified Methods of Delivering Technology Professional Development for Staff	\$32,000.00	\$32,000.00	\$32,000.00	\$96,000.00	050 - CONTINUING PROFESSIONAL EDUCATION SERVICES
Provide diversified methods of delivering technology workshops for parents.	\$1,000.00	\$1,000.00	\$1,000.00	\$3,000.00	010 - ADMINISTRATIVE BUDGET
Subtotal	\$556,000.00	\$468,000.00	\$468,000.00	\$0.00	

Grand Total \$556,000.00 \$468,000.00 \$468,000.00 \$1,492,000.00

Amounts that are struck through are not included in totals because they are from duplicated activities.

Staff Development

GOALS:

The goal for technology professional development at Manheim Township School District is to provide and support ongoing learning for all staff, teachers, and principals in:

- using technology to complete professional responsibilities
- using technology to enhance curriculum and instruction
- teaching students to use technology effectively for their own learning.

ALIGNMENT:

The technology professional development will be aligned with the National Educational Technology Standards for Teachers (NETS•T) and the National Educational Technology Standards for Administrators (NETS•A):

- "Teachers use their knowledge of teaching, learning and technology to facilitate learning experiences that advance student creativity and innovation in both face-to-face and virtual environments.
- Teachers plan and design authentic learning experiences and assessments incorporating digital tools and resources to maximize content learning in context and to develop digital-age skills.
- Teachers exhibit knowledge, skills, and work processes that are representative of an innovative professional in a global and digital society.
- Teachers understand the cultural, human, legal, and societal issues surrounding the use of technology, both locally and globally, and exhibit legal and ethical behavior in their professional practices.
- Teachers continuously improve their professional practice and exhibit leadership in their classroom, school, and professional community by promoting and demonstrating the effective use of digital tools and resources." (NETS•T)

PROFESSIONAL DEVELOPMENT DELIVERY:

The majority of professional development will use the: "Learn - Practice - Share" model. In this model, staff will have time to make the learning their own, to integrate the technology into their existing curriculum, and to share this integration lesson with fellow staff. Technology professional development offerings will be incorporated into the annual professional development schedule so that staff receives ongoing exposure and training involving new technologies.

PLANNING TECHNOLOGY OFFERINGS:

The offerings will include training to increase competencies in technology integration within student curriculum and competencies in technology for professional duties. The offerings will be differentiated to accommodate the technology and integration levels of the staff as determined through self-assessment. Offerings will be planned based upon feedback received from the annual Levels of Technology Integration (LoTI) questionnaires.

A focus group will work with the Assistant Superintendent, the Coordinator of Instructional Technology and the Staff Development planning committee to develop appropriate topics and delivery methods for technology training to meet these needs. Many of the needs will be met through the use of a technology integrator who will assist in the development of integrated lessons that employ higher level thinking skills. The integrator will provide or locate training for the staff members appropriate to their individual needs and leanings.

Outside sources for technology professional development can include: graduate courses; online courses in technology or in integration (such as the eMBEDDED Learning Academy courses offered by Pennsylvania Department of Education); Lancaster Lebanon Intermediate Unit courses; Conferences both national (ISTE - International Society of Technology in Education) and local (PSLA — Pennsylvania School Librarians Association, Pennsylvania Educational Technology Exposition and Conference).

The instruction for the staff will take many of the following forms:

- *Powerful Learning Practice:* Some teachers and administration in the Mobile Learning Initiative and Landis Run Intermediate School will take part at IU13 in Powerful Learning Practice (PLP), a job embedded professional development model developed and led by Sheryl Nussbaum-Beach and Will Richardson. The PLP comprehensive model at IU 13 is a long-term (8-10 months) blend of face-to-face and job-embedded online learning. There is a possibility of a second year for the same cohort groups.
- *Online & Distance Learning Courses:* Training through online courses - developed or purchased (Webinars, eMBEDDEDlearning, Wilkes, etc.). Courses should include integration into the existing curriculum as well as appropriate levels of synthesis and evaluation of resources. Courses should lead to deeper integration as well as plans for technology projects within the curriculum.
- *Just-in Time Assistance:* Short topic instruction via video and audio - this will provide for just-in-time learning for new productivity tools and short topic instruction.
- *Coaching Support:*—An experienced technology integrator will work with a few others to assist them with technology use and integration. This method will often follow the train the trainer approach as the integrator will receive intensive professional development and will then learn how to mentor peers. Integrators are also the first line of help for building staff and when necessary will refer problems to the technology staff for resolution.
- *Library/Media Training* - Technology changes the way that teachers teach and students learn. Library/media department members provide scaffolding for the integration of technology in instruction, as well as the integration of technology in the inquiry-based research process. Staff development sessions allow staff to review and enhance skills. Library/media specialists also assist with technological support.
- *Vendor-led Training* - Vendors for some products provide training.
- *New Teacher Training* - Technology training will be provided annually for teachers new to the district to help them use the tools available for productivity, information research (library databases and resources), parent and student communication (such as: Moodle and Parent Portal)

and student integration of technology. These trainings may include a combination of all of the above methodology.

EVALUATING PROFESSIONAL DEVELOPMENT OFFERINGS

To ensure continual improvement in the quality of technology professional development: the district, including but not limited to the Coordinator of Instructional Technology and Student Information and the Staff Development Consultant will develop a formal plan for evaluating professional development using tools such as: National Educational Technology Standards — Teachers (NETS•T) and National Educational Technology Standards —Administrators (NETS•A) assessment rubrics, LoTi questionnaire, or Professor Thomas Guskey's five levels of Professional Development.

In addition to the evaluating the overall offering, staff feedback and evaluations will include the perceived level of trainer's knowledge as well as his/her ability to understand and respond to the needs of the audience. Follow-up discussions and sessions will occur based on participant feedback. The Coordinator of Instructional Technology and Student Information will work with the Staff Development Consultant to develop methods of evaluating professional development offerings.

EVALUATING TEACHER USE OF TECHNOLOGY

Each year, every staff member will be required to consider their perceived professional development needs in order to be competent users and integrators of technology and communicate these needs to a focus group. The Levels of Technology Implementation (LoTI) questionnaire will be used to assess levels of technology integration and H.E.A.T. tools will be employed by administrators to ensure that technology integration is improving for all teachers.

Monitoring

The Manheim Township School District's Coordinator of Instructional Technology and Student Information under the guidance of the Superintendent and Assistant Superintendent will annually monitor the progress of the technology plan.

The plan will be continually updated as new technologies emerge and new curriculum initiatives are developed and implemented. New technologies will be identified, as faculty and staff are exposed to ideas or concepts through webinar or video conferencing participation, conference or workshop attendance, educational publications or continuing education opportunities.

Principals and curriculum consultants will monitor the implementation and integration of technology through observations, departmental meetings and feedback from teachers. Additional feedback will be obtained through periodic meetings by technology integrators, and library/media specialists.

Implementation and integration will also be monitored via periodic surveys to measure the amount of access to technology, attitude toward hardware/software, and to ascertain the skill level of the user.

Manheim Township School District will continue to monitor communication with its constituency via email, websites, and text messaging and Social Media to ensure simple, easy access to information.

Technology Media Department members will monitor network infrastructure and components for bandwidth utilization and age or minimum specifications of computers, as well as continued review of network security. In addition, district management system software will be reviewed by stakeholders for maintenance, potential upgrade or support.

Manheim Township School District will monitor technology integration on an on-going basis through the use of:

- Collection and review of usage statistics for equipment, software and network infrastructure (Monitoring will also include continuous assessment of network configuration, performance, redundancy and additional needs.)
- Audit of district scope and sequence and curriculum guide development to ensure technology integration
- Periodic surveys to assess access, attitudes, skill level and usage of technology by staff and students
- Classroom observations and the inclusion of technology integration as a component in teacher evaluation.

Further monitoring will be available through LoTi surveys for teachers and (Higher order thinking, Engaging students, Authentic connections, Technology use) observations of classes by administrators.

Evaluation

The Coordinator of Instructional Technology and Student Information under the direction of the Assistant Superintendent will be responsible for monitoring implementation of the overall Technology Plan. These individuals will measure the attainment of these goals, strategies and activities and report to the Board of School Directors. The technology integrators and library/media specialists will periodically discuss the status of technology in their buildings and provide feedback on the progress of the plan. Feedback will be disseminated through information on the District Web Portal and presentations to the Board of School Directors, and Curriculum and Instruction Group meetings.

Data will be collected through the use of the Levels of Teaching Innovation (LoTi) Questionnaire given annually to all teachers and administrators as well as:

- Classroom observation
- Pilot programs
- Surveys
- Analysis of student performance on standardized tests
- Participation in staff development and resulting surveys
- Usage summary reports.

Manheim Township School District will increase student achievement and enrich higher order thinking through technological opportunities in the classroom and community to prepare our students for the future. District Administrators will take a leadership role in modeling the use of technology. Principals will be responsible for data collection concerning individual teacher integration of technology into lessons, units, and the overall curriculum in each building using H.E.A.T. tool from the LoTi Lounge or a tool created in-house to use some of the same guidelines. Principals will be responsible for overseeing the staff as they annually identify competencies, needs and goals for technology integration. Based on results, focus groups will meet to plan technology professional development.

Manheim Township School District will maintain and refine the district data/information system while exploring new avenues to facilitate information interaction and communication for all stakeholders. The district will continue to provide varied forms of communication, including email, websites and text messaging, for its stakeholders. Continued emphasis will be placed on simplicity or ease of access, so that the resources can be used more effectively. Additionally, the district will explore the use of video as an available resource for its constituents.

Through the measures listed above the Coordinator of Instructional Technology and Student Information under the direction of the Assistant Superintendent will be able to review data and to:

- Determine whether the district has been able to meet the goals and strategies of the technology report.
- Develop a plan to meet unmet goals and strategies.
- Identify any new goals or strategies that might have emerged.
- Revise any goals or strategies that are no longer relevant.

