

Marvin L. Winans Academy of Performing Arts (82924)

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TECHNOLOGY PLAN

School Mission Statement

The mission of the Marvin L. Winans Academy of Performing Arts is to prepare students for academic and performing arts excellence and responsible citizenship.

School Vision Statement

The vision of Marvin L. Winans Academy of Performing Arts is to open the door to rigorous academics and expose the students to the world of arts.

District Profile

Marvin L. Winans Academy of Performing Arts (hereafter WAPA or the Academy) was founded in 1997. Presently we have 2 schools on 1 campus. The elementary school (K-5) currently has 446 enrolled, and our middle school (6-8) currently has 233 enrolled.

<p>Grade K- 8th Dominican Campus 9740 McKinney Detroit, MI 48224 313-640-4610 679 students</p>

The school serves predominately African American students, with 85% of our population being below the poverty line. We currently have 33 teachers, 3 building substitutes, 7 paraprofessionals, 8 custodians, 6 clerical staff and 6 administrators. In addition, we are managed by Solid Rock Management Company and our authorizer is Saginaw Valley State University.

WAPA gives parents a school choice, regardless of the socio-economic conditions. WAPA maintains the standards of excellence in education and at the same time offers students an opportunity to develop an appreciation of the performing arts (instrumental and vocal music, drama, art and dance). Parental and community involvement is an integral part of the educational program at WAPA.

Technology Vision

WAPA will integrate technology into the curriculum in order to enhance the learning experience and promote the vision and goals of the school.

Technology Committee

Dr. Randy Hayward	Superintendent, Chairperson
Tomi Ingram	ES Principal
Jason Canfield	Technology Teacher
Vanessa Staton	Office Manager
Eric McKithen	Site Manager
Lateefah Walker	Management Company Representative

Background

Students across the District can be seen using technology in many ways. Students create projects and presentations that were not possible in the past. The use of computers in Science, Math, Foreign Language, Social Studies, and English Language Arts enhances student learning in these vital areas.

Each building is equipped with LCD projectors, Smart boards, document cameras, DVD/VCR players, overhead projectors, digital cameras, E Readers, Netbooks, scanners and camcorders. The District also has the ability to video conference.

To improve communication with parents and to help ensure building safety, each classroom has a telephone.

Each building is equipped with computer labs. The High School also has a Math Lab with computers.

The District has supported this technology by contracting a District Technology Director and Network Administrator. Each school has a Building Level Technology Specialist that gives invaluable timely support. The District commits a portion of general fund money each year to the ongoing support, maintenance, training, supplies, software, and enhancement of technology across the organization.

District technology vision/mission statement:

Educating Through Technology

This **vision** for technology shall develop users with a high degree of technology literacy. This vision, through its implementation, shall support the evolution of instructional strategies which foster interactive, collaborative, and innovative teaching and learning. It shall also promote:

- Curriculum integration
- Higher level thinking skills and human achievement
- Career preparation
- Lifelong learning
- Interaction within schools, homes, community, and the world
- Ethical Technology Use

Overview of the Planning Process

WAPA is committed to Technology Planning that dovetails with the District Mission and School Improvement process. The Technology Plan is created as an outgrowth of plans developed by District and School Improvement teams. All of these teams have overlapping membership. This planning also involves District- and school-level parent advisory committees and the goals set out by the School Board of Director's Long-term and Intermediate-term Goals, of which technology is a major area. These processes lead to a Technology Plan that is part of the whole process of school improvement, curriculum adoption, and staff development. It also ensures that technology is a part of

the process for meeting all of the goals set forth by “No Child Left Behind” (NCLB), “Education Yes,” “Adequate Yearly Progress” (AYP), and all other education initiatives.

Major Goals of the Technology Plan

Technology Goal 2016-2017 Education

- Develop the use of technology to track student academic progress.
- Develop the use of technology to track District standards and benchmarks.
- Integrate software that allows the collection and desegregation of student personal and academic information.
- Develop training for the preceding uses of technology.
- The majority of educational goals are found in the section of this plan dealing with the curriculum and school improvement.

Improve Technology Service

- Improve Technology support through additional contracted services.

Web Site Improvements

- Continue to use to improve home school communications.
- Continue to add resources to the Web Site.
- Continue to provide links to parent and student resources.
- Improve real-time information.

Hardware

- Continue to replace computer workstations on scheduled a cycle.
- Upgrade computer workstations as appropriate.
- Continue to add labs, both portable and fixed, that have standardized equipment.
- Upgrade data electronics throughout the District as needed.
- Upgrade servers as needed.
- Continue to establish Wireless Network Connections.

Security

- Continue improvements to the District web filter.
- Continue to update technology policies.
- Improve E-mail management.
- Improve Spam filtering.
- Improve virus filtering.
- Improve data backup.
- Improve power supplies.
- Monitors of Internet resources.
- Continue improvement of disaster recovery solutions.

CURRICULUM INTEGRATION

Goals and Strategies

1. The preparation necessary includes student exposure to and the use of technology and telecommunications so that they can master technical skills and apply them practically within their daily lives. Accordingly, the Academy will align its use of technology with those standards included in the Michigan Curriculum Framework and will provide students with the opportunity to:
 - Use and transfer technological knowledge and skills for life roles (family member, citizen, worker, consumer, lifelong learner);
 - Use technologies to input, retrieve, organize, manipulate, evaluate, and communicate information;
 - Apply appropriate technologies to critical thinking, creative expression, and decision-making skills;
 - Employ a systematic approach to technological solutions by using resources and processes to create, maintain, and improve products, systems, and environments;
 - Apply ethical and legal standards in planning, using, and evaluating technology; and
 - Evaluate the societal and environmental impacts of technology and forecast alternative uses and possible consequences to make informed civic, social, and economical decisions.
2. Provide workshops and professional development classes to assist our staff in understanding technologies as they become available, and to assist in their integration in the curriculum.
3. Develop outcomes aligned with state standards.
4. Use technologies to enhance the learning experience and promote the vision and goals of the school.
5. Teachers will:
 - Improve delivery of instruction
 - Provide opportunities for students to learn within a diverse learning environment
6. Students will use technologies to:
 - Communicate their learning effectively and creatively
 - Access, retrieve, interpret and evaluate visual and auditory information
 - Maximize productivity and skill development

Research Based Strategies for Curriculum Integration

Technology and telecommunications are ever-changing and emerging phenomena. Utilizing the Michigan Curriculum Framework as our base for guiding the use of technology within our building will ensure that the Academy applies appropriate research-based strategies to integrate technology into curriculum and instruction. The overall goal is to improve student academic achievement in the core curriculum areas and the arts.

Improving access to and the utilization of computer hardware and software across the curriculum. To supplement the two computer laboratories within the Academy, every classroom with the Academy will contain at least one computer that will permit students to explore and utilize technological capabilities in groups and individually. Within this access, staff and students will understand the pervasive nature of technology and its impact upon our lives, collectively and individually, within the school and community.

Developing facility with the use of computer software as a tool for learning. Staff and students will learn to input, retrieve, and interpret information from a technological system. They will demonstrate the facility with the information acquired by analyzing, manipulating, evaluating and communicating its meaning across curricular disciplines.

Utilizing information acquired from technology. Staff and students will learn to utilize the information attained through technology to develop critical thinking skills; to express individual and cultural ideas; to work through complex problems; to develop or arrive at an array of solutions; and to make critical decisions regarding outcomes.

Employing technology systematically. Staff and students will learn to employ technological resources and processes, systematically. They will develop, transfer, analyze, select and utilize systems that graphically display, represent, and measure phenomena to create, maintain, monitor and practically improve products, systems, and environments.

Applying ethical and legal standards in technology. Staff and students will understand the ethical and legal standards for the use of technology. They will explore the emerging legal, regulatory and ethical standards that continually change as technology advances and apply them as they plan, evaluate, implement and utilize technology, accordingly.

Evaluating and forecasting with technology. Staff and students will understand the utility of technology in evaluating our society and environment. They will learn the utility of technology to forecast civic, social and economic consequences and to make informed decisions and choices.

CURRICULUM

Goals and strategies, aligned with challenging state standards, for using telecommunications and technology to improve teaching and learning.

Educational Technology Standards & Expectations Grades K - 2

BASIC OPERATIONS AND CONCEPTS

By the end of Grade 2, each student will:

1. understand that people use many types of technologies in their daily lives (e.g., computers, cameras, audio/video players, phones, televisions).
2. identify common uses of technology found in daily life.
3. recognize, name, and label the major hardware components in a computer system (e.g., computer, monitor, keyboard, mouse, and printer).
4. identify the functions of major hardware components in a computer system.
5. discuss the basic care of computer hardware and various media types (e.g., diskettes, CDs, DVDs, videotapes).
6. use various age-appropriate technologies for gathering information (e.g., dictionaries, encyclopedias, audio/video players, phones, web resources).
7. use a variety of age-appropriate technologies for sharing information (e.g., drawing a picture, writing a story).
8. recognize the functions of basic file menu commands (e.g., new, open, close, save, print).
9. proofread and edit their writing using appropriate resources including dictionaries and a class, developed checklist both individually and as a group.

SOCIAL, ETHICAL, AND HUMAN ISSUES

By the end of Grade 2, each student will:

1. identify common uses of information and communication technologies.
2. discuss advantages and disadvantages of using technology.
3. recognize that using a password helps protect the privacy of information.
4. discuss scenarios describing acceptable and unacceptable uses of age-appropriate technology (e.g., computers, phones, 911, internet, email) at home or at school.
5. discuss the consequences of irresponsible uses of technology resources at home or at school.
6. understand that technology is a tool to help complete a task.
7. understand that technology is a source of information, learning, and entertainment.
8. identify places in the community where one can access technology.

TECHNOLOGY PRODUCTIVITY TOOLS

By the end of Grade 2, each student will:

1. know how to use a variety of productivity software (e.g., word processors, drawing tools, presentation software) to convey ideas and illustrate concepts.
2. be able to recognize the best type of productivity software to use for certain age-appropriate tasks (e.g., word processing, drawing, web browsing).
3. be aware of how to work with others when using technology tools (e.g., word processors, drawing tools, presentation software) to convey ideas or illustrate simple concepts relating to a specified project.

TECHNOLOGY COMMUNICATIONS TOOLS

By the end of Grade 2, each student will:

1. identify procedures for safely using basic telecommunication tools (e.g., e-mail, phones) with assistance from teachers, parents, or student partners.
2. know how to use age-appropriate media (e.g., presentation software, newsletters, word processors) to communicate ideas to classmates, families, and others.

3. know how to select media formats (e.g., text, graphics, photos, video), with assistance from teachers, parents, or student partners to communicate and share ideas with classmates, families, and others.

TECHNOLOGY RESEARCH TOOLS

By the end of Grade 2, each student will:

1. know how to recognize the Web browser and associate it with accessing resources on the Internet.
2. use a variety of technology resources (e.g., CD-ROMs, DVDs, search engines, websites) to locate or collect information relating to a specific curricular topic with assistance from teachers, parents, or student partners.
3. interpret simple information from existing age-appropriate electronic databases (e.g., dictionaries, encyclopedias, spreadsheets) with assistance from teachers, parents, or student partners.
4. provide a rationale for choosing one type of technology over another for completing a specific task.

TECHNOLOGY PROBLEM-SOLVING AND DECISION-MAKING TOOLS

By the end of Grade 2, each student will:

1. discuss how to use technology resources (e.g., dictionaries, encyclopedias, search engines, websites) to solve age-appropriate problems.
2. identify ways that technology has been used to address real-world problems (personal or community).

Educational Technology Standards & Expectations Grades 3 - 5

BASIC OPERATIONS AND CONCEPTS

By the end of Grade 5, each student will:

1. discuss ways technology has changed life at school and at home.
2. discuss ways technology has changed business and government over the years.
3. recognize and discuss the need for security applications (e.g., virus detection, spam defense, popup blockers, firewalls) to help protect information and to keep the system functioning properly.
4. know how to use basic input/output devices and other peripherals (e.g., scanners, digital cameras, video projectors).
5. know proper keyboarding positions and touch-typing techniques.
6. manage and maintain files on a hard drive or the network.
7. demonstrate proper care in the use of hardware, software, peripherals, and storage media.
8. know how to exchange files with other students using technology (e.g., e-mail attachments, network file sharing, diskettes, flash drives).
9. identify which types of software can be used most effectively for different types of data, for different information needs, or for conveying results to different audiences.
10. identify search strategies for locating needed information on the Internet.
11. proofread and edit writing using appropriate resources (e.g., dictionary, spell check, grammar check, grammar references, writing references) and grade-level appropriate checklists, both individually and in groups.

SOCIAL, ETHICAL, AND HUMAN ISSUES

By the end of Grade 5, each student will:

1. identify cultural and societal issues relating to technology.
2. discuss how information and communication technology supports collaboration, productivity, and lifelong learning.
3. discuss how various assistive technologies can benefit individuals with disabilities.

4. discuss the accuracy, relevance, appropriateness, and bias of electronic information sources.
5. discuss scenarios describing acceptable and unacceptable uses of technology (e.g., computers, digital cameras, cell-phones, PDA's, wireless connectivity) and describe consequences of inappropriate use.
6. discuss basic issues regarding appropriate and inappropriate uses of technology (e.g., copyright, privacy, file sharing, spam, viruses, plagiarism) and related laws.
7. use age-appropriate citing of sources for electronic reports.
8. identify appropriate kinds of information that should be shared in public chat rooms.
9. identify safety precautions that should be taken while on-line.
10. explore various technology resources that could assist in pursuing personal goals.
11. identify technology resources and describe how those resources improve the ability to communicate, increase productivity, or help achieve personal goals.

TECHNOLOGY PRODUCTIVITY TOOLS

By the end of Grade 5, each student will:

1. know how to use menu options in applications to print, format, add multimedia features; open, save, and manage files; and use various grammar tools (e.g., dictionary, thesaurus, spell-checker).
2. know how to insert various objects (e.g., photos, graphics, sound, video) into word processing documents, presentations, or web documents.
3. use a variety of technology tools and applications to promote creativity.
4. understand that existing (and future) technologies are the result of human creativity.
5. collaborate with classmates using a variety of technology tools to plan, organize, and create a group project.

TECHNOLOGY COMMUNICATIONS TOOLS

By the end of Grade 5, each student will:

1. use basic telecommunication tools (e.g., e-mail, WebQuests, IM, blogs, chat rooms, web conferencing) for collaborative projects with other students.
2. use a variety of media and formats to create and edit products (e.g., presentations, newsletters, brochures, web pages) that communicate information and ideas to various audiences.
3. identify how different forms of media and formats may be used to share similar information, depending on the intended audience (e.g., presentations for classmates, newsletters for parents).

TECHNOLOGY RESEARCH TOOLS

By the end of Grade 5 each student will:

1. use Web search engines and built-in search functions of other various resources to locate information.
2. describe basic guidelines for determining the validity of information accessed from various sources (e.g., web site, dictionary, on-line newspaper, CD-ROM).
3. know how to independently use existing databases (e.g., library catalogs, electronic dictionaries, encyclopedias) to locate, sort, and interpret information on an assigned topic.
4. perform simple queries on existing databases and report results on an assigned topic.
5. identify appropriate technology tools and resources by evaluating the accuracy, appropriateness, and bias of the resource.
6. compare and contrast the functions and capabilities of the word processor, database, and spreadsheet for gathering data, processing data, performing calculations, and reporting results.

TECHNOLOGY PROBLEM-SOLVING AND DECISION-MAKING TOOLS

By the end of Grade 5, each student will:

1. use technology resources to access information that can assist in making informed decisions about everyday matters (e.g., which movie to see, which product to purchase).
2. use information and communication technology tools (e.g., calculators, probes, videos, DVDs, educational software) to collect, organize, and evaluate information to assist with solving real-life problems (personal or community).

By the end of Grade 8, each student will:

1. use proper keyboarding posture, finger positions, and touch-typing techniques to improve accuracy, speed, and general efficiency in operating a computer.
2. use appropriate technology terminology.
3. use a variety of technology tools (e.g., dictionary, thesaurus, grammar-checker, calculator) to maximize the accuracy of technology-produced products.
4. understand that new technology tools can be developed to do what could not be done without the use of technology.
5. describe strategies for identifying and preventing routine hardware and software problems that may occur during everyday technology use.
6. identify changes in hardware and software systems over time and discuss how these changes affected various groups (e.g., individual users, education, government, and businesses).
7. discuss common hardware and software difficulties and identify strategies for troubleshooting and problem solving.
8. identify characteristics that suggest that the computer system hardware or software might need to be upgraded.
9. identify a variety of information storage devices (e.g., floppies, CDs, DVDs, flash drives, tapes) and provide a rationale for using a certain device for a specific purpose.
10. identify technology resources that assist with various consumer-related activities (e.g., budgets, purchases, banking transactions, product descriptions).
11. identify appropriate file formats for a variety of applications.
12. use basic utility programs or built-in application functions to convert file formats.
13. proofread and edit writing using appropriate resources (e.g., dictionary, spell check, grammar check, grammar references, writing references) and grade-level appropriate checklists both individually and in groups.

Educational Technology Standards & Expectations Grades 6 – 8

SOCIAL, ETHICAL, AND HUMAN ISSUES

By the end of Grade 8, each student will:

1. understand the potential risks and dangers associated with on-line communications
2. identify security issues related to e-commerce.
3. discuss issues related to acceptable and responsible use of technology (e.g., privacy, security, copyright, plagiarism, spam, viruses, file-sharing).
4. describe possible consequences and costs related to unethical use of information and communication technologies.
5. discuss the societal impact of technology in the future.
6. provide accurate citations when referencing information from outside sources in electronic reports.
7. use technology to identify and explore various occupations or careers.
8. discuss possible uses of technology (present and future) to support personal pursuits and lifelong learning.
9. identify uses of technology to support communication with peers, family, or school personnel.

TECHNOLOGY PRODUCTIVITY TOOLS

By the end of Grade 8, each student will:

1. apply common software features (e.g., thesaurus, formulas, charts, graphics, sounds) to enhance communication and to support creativity.
2. use a variety of technology resources, including the Internet, to increase learning and productivity.
3. explore basic applications that promote creativity (e.g., graphics, presentation, photo-editing, programming, video-editing).
4. use available utilities for editing pictures, images, or charts.
5. use collaborative tools to design, develop, and enhance materials, publications, or presentations.

TECHNOLOGY COMMUNICATIONS TOOLS

By the end of Grade 8, each student will:

1. use a variety of telecommunication tools (e.g., e-mail, discussion groups, IM, chat rooms, blogs, video-conferences, web conferences) or other online resources to collaborate interactively with peers, experts, and other audiences.
2. create a project (e.g., presentation, web page, newsletter, information brochure) using a variety of media and formats (e.g., graphs, charts, audio, graphics, video) to present content information to an audience.

TECHNOLOGY RESEARCH TOOLS

By the end of Grade 8, each student will:

1. uses a variety of Web search engines to locate information.
2. evaluate information from various online resources for accuracy, bias, appropriateness, and comprehensiveness.
3. identify types of Internet sites based on their domain names (e.g., edu, com, org, gov, au).
4. know how to create and populate a database.
5. perform queries on existing databases.
6. know how to create and modify a simple database report.
7. evaluate new technology tools and resources and determine the most appropriate tool to use for accomplishing a specific task.

TECHNOLOGY PROBLEM-SOLVING AND DECISION-MAKING TOOLS

By the end of Grade 8 each student will:

1. use database or spreadsheet information to make predictions, develop strategies, and evaluate decisions to assist with solving a basic problem.
2. describe the information and communication technology tools useful for collecting information from different sources, analyzing findings, and drawing conclusions to address real-world problems.

Student Instructional Outcomes

Winans Academy students will benefit from educational technology as evidenced by their capacity to effectively demonstrate the following proficiencies:

- The student uses technological processes and systems.
- The student is able to explain the impact and use of technology in today's information age.
- The student demonstrates problem-solving skills using technology as a tool.

- The student demonstrates creativity in utilizing technology to express himself/herself.
- The student is an active participant in the learning process and learns independently.
- The student will be able to find reliable information on the Internet.
- The student is able to access real-time information, integrate the information, and incorporate it into a verbal and/or written presentation.
- The student increases his/her productivity by utilizing technology to achieve his/her goals.

Current Internet Usage

Students currently use the Internet in multiple ways. Students use the Internet to research information, to explore new ideas, to gather information for their work and to learn ways to improve their quality of living. They also engage in using online activities to learn and/or reinforce concepts taught in the classroom.

No Child Left Behind – Eighth Grade Technology Assessment

At the end of each school year eighth grade students will be assessed on their technology proficiencies based on the grade they receive in a mandatory general technology class. This is the culmination of a three-year middle school program that addresses the 6th-8th grade ISTE technology benchmarks.

TECHNOLOGY INTEGRATION TIMELINE

Area	Item	Target Date
Student Learning	<ul style="list-style-type: none"> - Responsible Internet use - K – 8th Grade teachers will integrate technology into the academic content areas as possible - Basic Computer Skills - Kindergarten to 5th grade offers computer class 2-3 times per week/1/2 year - K – 5th grade provides Open Lab time for classes - K-5 individual classrooms will utilize opportunities to explore educational topics electronically. - 6th – 8th grade Computer class elective 	<p>On going On Going</p> <p>On going On Going</p> <p>On-going On Going On Going</p>
Professional Development	<ul style="list-style-type: none"> - Internet policy - Saginaw Valley State University Math, Science and ELA Training - Incorporating technology in classroom - Grade Quick/Edline/Administrative Plus Software - Identify present needs in staff and coordinate technology workshops to meet needs. 	<p>On-going On-going</p> <p>On-going On-going On-going On-going</p>
Community Involvement	<p>-Presentations are made by technology staff at a Parent Teacher Organization meeting regarding areas of interest such as Internet Safety</p>	<p>annually</p>
Infrastructure	<ul style="list-style-type: none"> - Maintain K-8 classroom computer literacy centers in each classroom - Maintain projectors & Promethean boards to each K-5 classroom - Maintaining upgraded & existing servers to support domain controllers running Windows - Maintain upgraded exchange server to support Exchange 2010. - Continue to provide Wireless Access to support netbooks, laptops and smart phones. 	<p>On-going</p> <p>On-going</p> <p>On-going</p> <p>On-going</p> <p>On-going</p>

Technology Delivery

The District has internet access, the Microsoft Office suite, grading and other applications available as resources for all staff. There are also LCD projectors and smart boards available to the staff in each building. The District is also gathering information on distance/online learning for both staff and students to utilize and gain further knowledge.

Wayne RESA is a regional educational service agency that provides a broad spectrum of services and support our schools aimed at improving student achievement and maximizing economies of scale in staff development, purchasing, and administrative services. Services range from curriculum consulting and staff development, helping districts maximize technology use in the classroom, software applications for district student and administrative services, group purchasing and more.

Michigan eLibrary (MEL)

The Michigan eLibrary is a project of the Library of Michigan, giving access to several databases to the citizens of Michigan through their libraries. Home access is available for some of these databases. These databases include: OCLS FirstSearch; Galegroup Infotrac; SIRS Discoverer Deluxe; Electric Library Elementary.

E-Books

Students and staff now have access, from school or from home, to a collection of more than 22,000 books published digitally. The books are available through netLibrary.

Parental and Community Communication

Parental communication is a strong component of our school and the Technology Plan is provided on our website to inform parents of our Technology goals. In addition to orientation, school and teacher newsletters, school handbook, conferences and progress reports, parents are required to pick their children up at the classroom door, allowing for daily teacher-parent communication. We also have established Parental communication through the use of Edline, an online link to student's grade and attendance reports, assignments, calendars and school news.

1. Encourage the sharing of ideas and information between our staff, parents, and other schools. To understand how technologies are being used at work, at home and at other schools.
2. During conferences, the computer lab is open for parents to view materials the students are using.
3. Parent teacher organization serves to increase communication and support between the school and the community.
4. Continue to use email to increase parental communication.
5. Provide parents information and names of local agencies and libraries that offer public access to the Internet.
6. Provide parents opportunities to work with their children
7. Parents will be invited to attend workshops that will train them to use technology to research various colleges and universities.
8. Provide annual report to WAPA Board on progress and goals of Technology Committee for the year.

9. We also seek parental involvement in accessing our Technology Goals and Objectives through Parent Teacher Conferences and through our Parent Teacher Organizations. We also have a technology center established in the Nevada campus (Skillman Center) for parent use.

Collaborations

This component is Not Applicable. Currently WAPA is not involved with Adult Education Programs, but as a school which supports the Performing Arts and education, we do support our local community in this arena. All services from the Detroit Public Schools and area ISD's, local schools and colleges are available to our families. We do present to our Parent Organization a demonstration of Internet Recourses available to them.

Every year we reconsider the viability of providing these services. It is something we hope to have someday.

Professional Development

Strategies for providing ongoing, sustained professional development for teachers, principals, administrators and school library media personnel to ensure that staff know how to use the new technologies to improve education or library services.

Staff members must not only understand the technologies used, but must become coaches, and mentors concerning these technologies. Staff members must have an intimate knowledge of the impact and utilization of the technologies on their curriculum.

We review our professional development offerings to ensure that they are in alignment with the National Educational Technology Standards for Teachers (NETS-T) as set forth by the International Society for Technology in Education (ISTE). The Entry-Level Standards and Related Proficiencies for Michigan Teachers as well as the Standards for Preparation of Teachers in Educational Technology will be reviewed as well.

WAPA must support our staff as we add technologies into the classroom and the instructional process. To do that, a professional development program will be established. Staff members must be given the knowledge and skills they need concerning these technologies.

To achieve these goals, WAPA will establish a professional development program that will address the needs of the staff. The Technology Committee will evaluate the needs of the staff and develop the means of meeting those needs (membership in professional organizations, in-service training, attendance at technology seminars, and other pertinent technology related events) The committee will also address professional development needs as they review new technologies.

On-going and Sustained Training

Michigan Educational Technology Standards will be used in lesson design and in instruction. The METS Checklist will be used by the computer and the classroom teachers. All teachers are informed of all Technology offerings at Wayne RESA and professional conferences such as the annual MACUL Conference. The teachers are trained one on one in any area of interest, such as MS Excel or how to use a digital camera.

Staff will be surveyed annually about their technology and other professional development needs in order to prioritize each year's training schedule. In addition, and based on yearly standardized assessment results (including MEAP and MME trend data), and as part of our continuous improvement process, we identify additional training needs unique to our Academy that may change from year to year. Once prioritized, training workshops and activities are determined they are then added to the budget and school calendar.

We also utilize Saginaw Valley State University (SVSU) Technology Resources for math, ELA and science and an assessment program (located on the SVSU web site).

The goal will be to continue create a cadre of in-house trainers and experts each school year. These trainers also become the in-house experts for support, immediate assistance and follow-up training.

Also, we plan and develop just-in-time training that takes place just prior to when the skill is needed and short mini lessons, about fifteen minutes in length that take place during a planning period, before school and after school or during weekly grade level or staff meetings.

All new staff is trained on the school's equipment and services the first week of employment and that training is repeated or reviewed on an as needed basis.

In-service classes will be developed to address staff needs. Some of the subjects that staff members will be taught are:

- Network servers
- Templates
- Grade Quick/Edline/Outlook
- Basic computer usage
- Integration of computer software into the curriculum
- Word processing
- Spreadsheets
- Databases
- Multi-media Software usage
- Use of Staff wide e-mail
- Using the Internet
- Using the Internet to plan lessons
- Using the Internet in your lessons

Using technology in presentation and instruction
Uses of Video in the classroom
Using Camera, scanners, and other devices in the classroom
Use of LCD projector/Interactive whiteboards
Use of E Readers, NEO's (word processing laptops)

PROFESSIONAL DEVELOPMENT TIMELINE

2016-2017
<p>August & September</p> <ul style="list-style-type: none">▪ GradeQuick /Edline & Attendance applications▪ MS Outlook▪ Networked servers & file locations▪ Media Centers▪ Equipment<ul style="list-style-type: none">○ LCD Projector○ Digital Board○ Digital Camera○ Camcorder○ Netbooks & word processing laptops (NEO's)○ E Readers
<p>December/January</p> <ul style="list-style-type: none">▪ Microsoft Applications▪ Review Grade Quick▪ In House Trainers Program implemented▪ Develop Just In Time training by Technology teachers
<p>April & May</p> <ul style="list-style-type: none">▪ Review & evaluate training sessions, make adjustments if needed.▪ Survey training needed and equipment recommendations from staff
<p>ON GOING Distribute information on Technology training opportunities at Wayne RESA and any local area schools & universities.</p>

Supporting Resources

The District is supporting technology with outside vendors and/or consultants and two staff members as first level technical support. The two staff members are knowledgeable in technology and responsible for learning most functions related to its deployment and use. The staff members are responsible for the coordination and contact with outside vendors/consultants for more elaborate technical issues. One of the two staff members are located at each of the Districts buildings. District technology staff members are trained in their areas of expertise, attend conferences, and belong to the appropriate professional organizations. The District technology staff also train other staff members on basic troubleshooting and simple setup such as printer setup. The District staff members also explore and identify on-line, web based training modules, and notify staff of workshops and services that meet the needs of the District as well as individual staff members.

The District also employs technical support from services contracted to maintain and upgrade all network and server equipment. They also ensure interoperability of equipment, recommend upgrades and acquisitions and train the two staff members for on site support services. The District with the aid of contracted support services also employs the use of an automated system for network security, virus protection, web filtering, and firewalls in an effort to prevent problems. Systems are also in place to speed the repair process, including computer imaging software and information backup systems and remote desktop access.

Infrastructure

Current Infrastructure

Marvin L Winans operates 2 schools on 1 campus, Dominican campus. The school is connected via 50Mbps (burstable to 100Mbps) fiber lines. Internet services are provided through Merit Networks with assigned IP addresses connected through a Cisco router. All classrooms and offices are wired for Internet and network access. Marvin L Winans has also implemented a wireless network at the school to support wireless laptops and PDAs.

Marvin L Winans maintains an email, web, file/print, and a firewall server to prevent from un-authorized access. All servers are using Microsoft Server Standard 2008 R2. Microsoft Exchange 2010 is used for the email server, and a SonicWall NSA 2400 is used at the firewall appliance.

Web Filtering

The Internet provides access to material that may not be suitable for students and/or may not have educational value. In order to ensure that the Internet connection is used in the appropriate manner and that all users are protected from any inappropriate information, the district has implemented a filtering system. We currently use SonicWall Content Filtering Manager to block access to undesirable sites on the Internet.

Information is filtered by subject area. The software has an override feature if filtered information is needed. Teachers and staff may request that blocked sites be enabled by submitting a request to the Tech Committee.

Network Protection

Servers and workstations are protected by Symantec antivirus software.

File/Print Sharing is used by both locations:

1. Projects Shared Group – is a shared folder used by teachers and staff to work on common projects.
2. Staff group – is a private folder used by staff and teachers only to share common documents

Marvin L Winans has three computer labs of 25 stations each to support the high school and middle school students, a Technology Resource and Support Center and one computer lab consisting of 25 workstations to support the K-5 students. The lab helps with research, remediation, and accelerated skills. The lab is also used by our Computer Club after school. Internet and network functionality is provided to all PCs in the lab, media center, and classrooms. In addition, 100% of our classrooms are equipped with PCs.

The integration of specialized technologies into the classrooms, through the use of classroom computers, video cameras, overhead projectors, academic software, and other technologies, can have a significant impact on instruction, multiplying the effectiveness of the teacher, and broadening the skills and experiences of the students. Technologies of all types must be integrated into the normal curriculum. These new technologies must become the modern chalkboard. Therefore, allowing the teachers to express and show new ideas, give information and instruction, and unleash the potential of all students. Using multi-media authoring technologies, teachers can create informative, entertaining, and exciting methods of instruction, students can create experiences, sharing ideas, and knowledge with others and both can participate in sharing these events and others with the world over the Web. By increasing the technologies available in the classroom, and integrating them into current instruction we can inspire our staff and students to reach new heights.

Strategies to Identify Infrastructure Needs

1. Two staff persons are available to provide 1st level support daily and are knowledgeable in technology and responsible for learning most functions related to its deployment and use. These staff members serve as primary contact for interacting with all outside vendors and/or consultants, including helping to train other staff, once they are trained.
2. Technical support services are contracted to maintain and upgrade the network and servers. They also ensure interoperability of equipment, recommend upgrades and acquisitions, and inform our two staff members of all upgrades and changes to the network.
3. Technology consulting services are available from Wayne RESA.
4. Consultation with Curriculum Instructor and MEAP Educational Consultant to keep us abreast of changing technologies and to help us evaluate on an on-

- going basis, which existing or emerging enhancements that we might consider adding to our existing infrastructure.
5. We collect, review and analyze both quantitative and qualitative data, over time and from year to year in order to more effectively make decisions regarding technology purchases, training deployment, and any changes to our instructional techniques.
 6. We obtain on-going staff and other stakeholder feedback in order to measure effectiveness and satisfactions with existing services.

Technical Support and Training

Technical support and training ensures that over time, all of the technological systems can be sustained and maintained at a functioning level. Technical training in the use of technology will include at least all of the following:

- Computer operating systems
- File management
- Word processing, spreadsheet, desktop publishing, and database business software
- Searching for information on-line
- Submission of reports electronically
- Using computers to deliver instruction
- Using administrative software
- Using CD-ROM to access references information, such as encyclopedias
- Using specific curriculum software
- Provide basic technical support

Technical training is made available to all teachers and staff periodically. Technical support is provided by the Technical Committee.

The Technical Committee ensures coordination between technical training courses and all other training such as curriculum integration, using technology for individualized and group instruction, employing the use of the Internet for project-based learning, etc. The school will designate at least one primary education contact for participating in training and development planning sessions.

Budget Timeline

Function Titles	2016-17
Personnel	\$100,000
Hardware	\$50,000
Software	\$20,000
Networking	\$12,000
Internet Services	\$24,000
Phone/Voice Mail	\$20,000
Infrastructure	\$10,000
Supplies	\$15,000
Replacement	\$10,000
Maintenance	\$15,000
Professional Development	\$14,000
Contracted Tech Services	\$57,600
Other	\$30,000
Total	\$377,600

Increase Access

Winans Academy of Performing Arts is continually striving to provide access to all staff and students in the district. All staff has access to computers either in their classrooms or via computers placed throughout the building. The district continues to improve the access to and the utilization of computer hardware and software across the curriculum.

The district currently has three computer laboratories, one at Dominican and two at Nevada campus. In addition, the school has two mobile carts with 60 netbooks to support the high school students, two mobile carts with laptops/netbooks to support the middle school, and nine mobile carts with 195 laptops/netbooks to support the middle school.

The goal is to supplement the two computer laboratories and to have a teacher workstation and a student workstation in each classroom. This will allow students to explore and utilize technological capabilities in groups and individually. Staff and students will understand the ever changing nature of technology and its impact on our daily lives. Staff and students will understand how technology affects us individually, collectively and within the school and community.

The district will also identify public places within our geographic area for parents and students that provide free Internet access and/or use of computers. The district also had a media center in the middle school for parents to access the internet as well as Microsoft Office applications. The district will further investigate opportunities to increase parent and students' access, especially after school hours and during school breaks.

All students have Internet access regardless of socio-economic status.

Funding and Budget

Timeline and Budget

Area	Item	Target Completion Date
Acquisition and Fall Implementation	<ul style="list-style-type: none"> -Upgrade 15 workstations per year (K-5) -Upgrade Administrative and Office workstations (K-5) (6-8) - Class set of netbooks for GS & HS - Internet filtering software - Subject based software - Internet use: policy and practice - Firewall - Increase wireless access points - Maintain domain server - Continue backups of domain server - Maintain web sever 	<ul style="list-style-type: none"> Yearly On-going Acquired On-going On-going On-going On-going On-going On-going On-going On-going
Professional Development	<ul style="list-style-type: none"> - Grade Quick/Edline/Admin Plus -DIBELS and Scantron -Saginaw Valley State University -Online tutorials -Online libraries 	Yearly and on-going for new staff and review
Interoperability	- Selection of and integrating new technology components	Yearly and on-going for new staff and review
Maintenance	- Regular Maintenance	Yearly and on-going: by outside consultants, tech committee and vendors

Coordination of Resources

The cost for the technology budget will be funded by Title I, No Child Left Behind incentives, 31A, Title II Part D, Title V Part A and other state and federal monies. The school also receives e-rate funding. Fundraising is another source of some technology funding. We also receive Skillman Foundation grants that assist us in meeting our goals.

Monitoring and Evaluating

Strategies that the District will use to evaluate the extent to which activities are effective in integrating technology into curriculum and instruction, increasing the ability of teachers to teach, and enabling students to reach challenging state academic standards.

Monitoring and evaluating are provided to the school through its Technology Committee. Curriculum will drive the use of technology for students and teachers. The rate and range of student achievement in core academic areas will have the highest priority when determining the effects of any strategy.

All levels of teachers will meet once a month at their grade level or curriculum cluster to discuss, share and evaluate any specific plans to incorporate technology to enrich and expand their lessons.

Michigan Educational Technology Standards will be used in lesson design and implemented in the classroom. The METS Checklist will be utilized by instructional staff. Students will be assessed by written and application tests, teacher observation and project completion.

Goals that are not meet will be assessed & reviewed by instructional staff, the technology committee and classroom staff. One on one help, peer tutoring, online tutorials and supplemental materials will be used in addressing goals that are not meet.

Other strategies will include:

Annual review of the plan by the Technology Committee and School Improvement Team

- Feedback from our outside technology vendors and consultants
- Provide baseline data on usage (both staff and students)
- Provide baseline data on professional development
- Survey staff on methods and rational
- Collaborate with Curriculum Instructor, Wayne RESA, and consultants to interpret and evaluate progress

The building-level administrators (principals) are responsible for providing a technology-rich learning environment, including equipment, for their students and staff.

Evaluation

An emphasis on results is central to school improvement. Organizations that are effective in living their mission are concerned with short-term and long-term results. Collecting data for the purpose of assessing how the District technology plan is contributing to the achievement of the district's mission and vision is critical. The Technology Plan is a component of the School Improvement Plan and is reviewed District wide annually.

Marvin L. Winans Academy of Performing Arts Network and Internet Access Agreement and Policy for Students

The purpose of the computer network and Internet access is to assist students in preparing themselves for the future. These are valuable tools but, like most tools, there are right and wrong ways to use them. As with other pieces of school equipment, a student must understand what they can and cannot do with that equipment. They must also understand there are consequences for incorrect and unauthorized usage.

Anyone using the Winans Academy Network and Internet resources at school or away from school must comply with the following:

A. The use of the Network and Internet are considered privileges that may be revoked by the District at any time and for any reason. There are many reasons these privileges can be revoked. Some of these reasons are:

- ◆ changing of system software.
- ◆ placing unapproved information on the computer system.
- ◆ placing a virus or harmful program on or through the computer system in either public or private files or messages.

The District can remove files, limit or deny access, and refer the student for other disciplinary actions. (See the applicable portions of the Student Handbook.)

B. Students will not use the District equipment or facilities to obtain, view, download, or gain access to any materials that may be unlawful, obscene, pornographic, abusive, or otherwise objectionable. Students violating these rules could have their access limited or denied, and the student can be referred for other disciplinary actions. (See the applicable portions of the Student Handbook.) The District has all rights to material stored in files. The District will remove any materials that it believes may be unlawful, obscene, pornographic, abusive, or otherwise objectionable.

C. All information, services and features contained on District or Network resources are intended for the private use of its registered users. Any use of these resources for commercial-for-profit or other unauthorized purposes (e.g., advertisements, political lobbying), in any form, is expressly forbidden.

D. The District's Network and Internet resources are for the use of approved users. The student is responsible for the use of his/her account/password and access privilege. A student's account is his/her responsibility. A student is not to allow another student to use his/her account or password. It is forbidden to use someone else's

account/password. Such a use may be grounds for a loss of privileges and/or referral for further discipline. (See the applicable portions of the Student Handbook.)

E. Any misuse of an account could result in the suspension of the account privileges and/or other disciplinary action determined by the District. Misuse shall include, but is not limited to:

1. Intentionally seeking information on, obtaining copies of, or modifying files, other data, or passwords belonging to other users
2. Misrepresenting other users on the Network
3. Disrupting the operation of the Network through abuse of the hardware or software
4. Malicious use of the Network through hate mail, harassment, profanity, vulgar statements, or discriminatory remarks
5. Interfering with others' use of the Network
6. Extensive use for non-curriculum-related communication
7. Illegal installation of copyrighted software
8. Unauthorized copying of licensed or copyrighted software
9. Unauthorized use of licensed or copyrighted software
10. Installation of software that is not approved by the District
11. Allowing anyone to use an account other than the account holder

F. The use of District Network and Internet resources are for the purposes of (in order of priority):

1. Support of the academic program
2. Telecommunications
3. General information
4. Recreation

G. The District does not guarantee that the functions of the Network and Internet resources will meet any specific requirements that a user may have. The District cannot guarantee the Network and Internet resources will be error free or uninterrupted. Nor shall it be liable for any direct or indirect, incidental, or consequential damages (including lost data, information, or time) sustained or incurred concerning the use, operation, or inability to use the system.

H. The District will periodically make determinations on whether specific uses of the Network and Internet resources are consistent with the acceptable-use practice. The District reserves the right to log Internet use and monitor electronic mail space utilization by users.

I. The student may transfer files from information services and electronic bulletin board services. Any file received should be scanned with virus screening software. The student agrees to make a reasonable effort to ensure that the virus scanning software is turned on. The student also agrees to seek help from the adult in charge when a virus is detected or when the computer gives them other warnings during this process. Should the student recklessly or intentionally transfer a file, shareware or software which infects the Network with a virus and causes damage, the student may have to pay the cost of

repair to the Network system. S/he may be subject to other disciplinary measures. (See the applicable portions of the Student Handbook.)

J. The student may not transfer files, shareware, or software from information services and electronic bulletin boards that would incur a cost or fee without the permission of their building principal. The student will be liable to pay the cost or fee, whether intentional or accidental, without such permission.

K. The student may not log on and use the Network or Internet unless under the supervision of an authorized staff member. S/he must also use his/her account number or password if applicable.

L. The District has the right to monitor computer use and fileserver space utilization by users. The District also has the right to remove a user account on the network to prevent further unauthorized activity.

M. The rules and regulations of Network and Internet usage may be changed from time to time by the District. These rule changes will be made known to all users and will be available on hardcopy in the Principal's office.

Winans Academy makes no warranties of any kind, either expressed or implied, for the Network and/or Internet access it is providing. The District will not be responsible for any damages users suffer including, but not limited to, loss of data resulting from delays or interruptions in service. The District will not be responsible for the accuracy, nature, or quality of information stored on District diskette, hard drives, or servers; nor will it be responsible for the accuracy, nature, or quality of information gathered through District-provided Internet process. The District will not be responsible for unauthorized financial obligations resulting from District-provided access to the Internet.

By his/her use, any user of the District's Network and Internet resources releases any and all claims of any nature arising from his/her ability or inability to use the District Network and/or Internet resources.

Internet Safety Measures

This section of the policy addresses monitoring Internet activities of minors, safety and security of minors with respect to technology, and what measures have been designed to restrict minors' access to materials harmful to them. The school does comply with the Children's Internet Protection Act (CIPA). Presently we use SmartFilter to filter and block unacceptable sites.

