



Raymond School District

## Technology Plan

July 1, 2023 – June 30, 2026

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## **Technology Plan Committee Members**

Brittany L'Heureux, Technology Director  
Matthew Clifton, Technology & Data Integration Specialist  
Sandra Swiechowicz, Technology Teacher  
Joe Saulnier, School Board Representative  
Steve Scarfo, School Board Representative  
Jennifer Heywood, Administrative Assistant to the Superintendent of Schools

### **Purpose**

The primary reason for a technology plan is to provide goals and direction for the development of technology in the Raymond School District. The previous technology plan covered the period of July 1, 2018-June 30, 2022. The main focus of the plan was to achieve a 1:1 computing environment to prepare our students for 21st Century digital citizenship. This goal was accomplished with the push to digital learning caused by the COVID pandemic.

The Technology Committee recognizes that with the implementation of this plan, the quality of education as a whole will increase and students will be better prepared to use technology in their college, career and everyday lives. We also hope that the community as a whole will become more prepared to utilize the educational and community resources available in the digital world. We recognize that education in the 21st Century must involve media literacy, critical thinking, problem solving, decision-making, and demonstrations of competency with digital tools.

The Technology Committee will continue to meet once a year to review progress on these goals.

### **Technology Vision Statement**

The Raymond School District is committed to the continued integration of technology, for all students, that will support developmentally appropriate learning opportunities that prepare our students in our ever-changing technological world.

# Technology Goals

| <b>Goal:</b> To provide network infrastructure and software to meet the technology needs of the school community.  |                            |   |   |
|--|----------------------------|---|---|
| <b>Action Steps:</b>   | <b>Person Responsible:</b> | <b>Benchmark &amp; Timelines:</b>   | <b>Costs:</b>   |
| Continue to improve the school's high-speed internet connection by collecting and analyzing data on bandwidth usage and completing appropriate upgrades as needed. | IT Staff                   | <p>By June 2024, have a process for collecting data on network connection and begin to analyze data</p> <hr/> <p>By June 2025, using this data, invest in ways to provide faster, more reliable, and more widely available internet to users.</p> <hr/> <p>By June 2026, continue to upgrade network and monitor network traffic for reliability and upgrades</p> | <p>\$0</p> <hr/> <p>\$ TBD</p> <hr/> <p>\$ TBD</p>                        |
| Evaluate current educational and administrative software and upgrade as needed.  | IT Staff & Teachers        | <p>Collect feedback on current software we use in the district.<br/>Work with staff to keep all software updated.<br/>Continue to look for improved solutions as needed.</p>  | \$0 increase to review and maintain                                       |
| Upgrade firewall/internet filter and district servers as necessary.  | IT Staff                   | <p>By June 2024, complete research into an upgraded firewall to be purchased from the CIP.</p> <hr/> <p>By June 2025, complete research into upgrades needed for internet filters and district servers.</p> <hr/> <p>By June 2026, upgrade all district servers &amp; switching with CIP funds.</p>   | <p>\$19,000 from CIP</p> <hr/> <p>\$0</p> <hr/> <p>\$256,000 from CIP</p> |

**Goal:** Ensure access to appropriate devices and technology tools to facilitate day to day tasks, standardized testing and the use of digital content.

| Action Steps:  | Person Responsible:           | Benchmark & Timelines:  | Costs:  |
|--|-------------------------------|---|---|
| Investigate & implement innovative ways to reinvent the current libraries to make them into age-appropriate, versatile technology centers. Ensure resources are shared with staff and students to improve utilization. For example, the online library database. | IT Staff & Media Center Staff | <p>By June 2024, ensure that all current resources are shared out in a variety of ways.</p> <hr/> <p>By June 2025, complete investigation and select appropriate improvements to focus on.</p> <hr/> <p>By June 2026, complete implementation of selected improvements.</p>                             | <p>\$0</p> <hr/> <p>\$0</p> <hr/> <p>\$ TBD</p>   |
| Replace schoolwide hardware, including teacher laptops, student stations, and interactive display on a five-year scheduled basis in order to keep up with emerging technologies.   | IT Staff                      | <p>Each summer, replace equipment that is budgeted to be replaced.</p> <p>Each fall, prepare an appropriate budget for the technology that needs to be replaced during the following year.</p>  | <p>Staff Devices:<br/>\$22,000</p> <p>Student Devices:<br/>\$62,000</p> <p>Interactive Displays:<br/>\$45,000</p> |
| Identify any remaining locations that need interactive classroom display panels and install them.  | IT Staff & Administration     | <p>By June 2024, budgeted panels will be installed and remaining locations identified.</p> <hr/> <p>By June 2025, install at least half of remaining panels needed.</p> <hr/> <p>By June 2026, all classrooms will have interactive display panels and will be on the regular replacement schedule.</p> | <p>\$45,000</p> <hr/> <p>\$75,000</p> <hr/> <p>\$75,000</p>   |

| <b>Goal:</b> Use technology to promote parental involvement and foster collaboration with the Raymond community.                   |                                      |  |               |
|--|--------------------------------------|--|---------------|
| <b>Action Steps:</b>   | <b>Person Responsible:</b>           | <b>Benchmark &amp; Timelines:</b>  | <b>Costs:</b> |
| Participate in district Family Fun nights. Parents and students will explore various apps, games, and sites that enhance learning. | IT Staff                             | Each year, research and create tech activities to complete with parents and students during at least one family night. Gather feedback to improve and adjust to current interests.                                     | \$100         |
| Offer parent workshop sessions on district technology during Open House night at each school.                                      | IT Staff                             | Each year, provide parents at each school with a session on district technology during the schools' already scheduled open house.  | \$0           |
| Newsletters will include a "Tech Tips" section in the weekly newsletter.   | IT Staff                             | At least two times a month, provide an article about current technology trends for parents and staff.  | \$0           |
| Work with staff to improve digital communication in order to foster parent engagement.   | IT Staff & Staff                     | By June 2024, review current processes on how staff communicate using various digital resources.   | \$0           |
|  |                                      | By June 2025, successfully roll out consistent expectations for digital parent communication.  | \$0           |
|  |                                      | By June 2026, parent communication will be streamlined across the district.  | \$0           |
| Clearly define roles for Social Media Coordinators   | Technology Director & Superintendent | By January 2024, observe current job responsibilities of Social Media Coordinators.<br>By June 2024, have written clarification on the role of social media coordinators for improved consistency across the district. | \$0           |

**Goal:** Provide tools and training for all staff to establish a culture of effective integration of technology and digital content into the curriculum.

| Action Steps:   | Person Responsible: | Benchmark & Timelines:  | Costs:   |
|---|---------------------|---|--|
| Collect data on technology integration and usage to design and deliver appropriate professional development.  | IT Staff            | <p>By June 2024, develop a method to collect data each year on technology use in classrooms.</p> <hr/> <p>By June 2025, offer at least two new PD sessions to staff based on data collected.</p> <hr/> <p>By June 2026, offer at least three new PD sessions to staff based on data collected.</p>  | <p>\$0</p> <hr/> <p>\$200</p> <hr/> <p>\$300</p>           |
| Increase awareness of professional development opportunities involving technology.  | IT Staff            | Each month, send out at least one technology related PD opportunity to staff via email or district newsletter.  | \$0  |
| Technology Staff will attend conferences on best practices in tech integration to support learners and families. Additional staff identified may also attend. | IT Staff            | <p>By June 2024, technology staff will have attended and identified workshops to share with district staff.</p> <hr/> <p>By June 2025, appropriate district staff will attend conferences on technology integration.</p> <hr/> <p>By June 2026, technology integration PD will be regularly attended by key district staff, and shared out with the entire district as appropriate.</p> | <p>\$5,000</p> <hr/> <p>\$10,000</p> <hr/> <p>\$10,000</p> |

