

Burriss Laboratory School Technology Plan

Vision Statement

As a vital part of Ball State University's Teachers College, Burriss Laboratory School will continue to demonstrate best practices in public education for pre-service teachers and K-12 students. The school will operate in a technology-rich, global environment demonstrating the innovative use of educational and information technology.

The Technology Plan at Burriss Laboratory School serves as a catalyst to demonstrating an innovative, academic culture for all students, pre-service teachers, faculty and staff by:

- Providing equitable access to the use of technology
- Providing a technology-rich atmosphere
- Using technology skills to become lifelong learners

Burriss will model the use of technology in the K-12 classroom for the benefit of students, pre-service teachers, faculty and staff by:

- Providing equitable access to the use of technology
- Adapting to new technologies

Mission Statement

The culture of Burriss Laboratory School serves as a catalyst for modeling technology in education by:

1. Providing an exemplary model for the innovative use of technology
2. Assisting in the preparation of pre-service teachers and their effective integration of technology in the teaching and learning process
3. Developing leaders in applying technology to learning
4. Incubating research and development in the use of technology in the classroom

Goals

- Integrate the use of technology and software that are already available at Burriss into professional-development programs and classroom curriculum.
- Restructure Burriss Student fees to establish more technology access for students to ensure that it serves as a daily tool for teaching and learning.
- Increase the online learning, collaboration, and communication to support 21st century learning skills.
- Create a standard classroom multimedia design across all grade levels.
- Provide a wide variety of professional development opportunities that meet the needs of the teachers. This includes online professional development communities, after school workshops, and one on one individualized instruction.
- Provide opportunities for using cutting edge technology for instructors, pre-service teacher and students

Technology Infrastructure

Burriss Laboratory School uses an Ethernet and wireless network system that is setup and maintained by Ball State University.

BSU Network Specifications

The Ball State campus computer network is state of the art in the use of technology. The most appropriate technologies are used to ensure high availability and extremely fast and efficient throughput for the network as bandwidth and application needs dictate. These technologies include traditional Ethernet, Fast Ethernet, Gigabit Ethernet, Ten Gigabit Ethernet and wireless technologies. Most of Ball State's network hardware, including switches, routers, etc., is manufactured by Cisco, current equipment supplier to more than 90% of the Internet. Students, faculty and staff can access and exchange University network based information or data on campus from offices, labs or residence hall rooms. Connection to the University network, which is relatively simple and straightforward, provides access to academic and administrative resources including: scheduling, library search, data processing, mapping, graphics, e-mail and on-line courseware. Additional off-campus resources are available from throughout the world via the University's connection to the Internet.

Ball State is connected to the Internet through service providers. Currently, these include AT&T and the I-Light, a new statewide optical network. We are connected to AT&T through a DS-3 circuit and through I-Light as an optical circuit. Our total bandwidth to I-Light membership throughout the state is 1 Gbps while our total bandwidth to the Internet at large is 245 Mbps.

Burriss Laboratory School has a 1 to 2.5 ratio of computers to students. Burriss uses a combination of PCs and Apple computers. Most of these computers are Apples. A majority of the current computers have been in use longer than five years. Burriss has four computer labs and six computer carts that are used by students and faculty.

Infrastructure Plans

- Setup a replacement plan for computer labs, carts and faculty laptops.
- Create multimedia sets for each classroom: data projectors, digital cameras, video cameras, document cameras and interactive white board.
- Provide training for all technology to teachers and staff
- Continue reviewing and recommending new hardware and software products and testing for appropriateness and functionality (including 508 compliance).
- Collaborate with curriculum specialists and other school-based administration to determine their hardware/software needs.
- Expand the use of the teacher web page creation tool purchased with grant funding to facilitate home-school communications.
- Expand the licensing and use of our learning management system so that all members of the learning community can access at all times.

Support Teaching and Learning

Burriss Laboratory School hardware supports student learning, teaching, enhancement of curriculum, and improvement of administrative duties. To ensure mastery of information literacy skills for all students, the following technology-based learning resources have been purchased and distributed throughout the learning environment for use with the Standard's Based Subject Curriculum:

- Multimedia computers and subject appropriate software
- Audio visual and computer cart check-out for classroom use
- Projecting devices, digital cameras, and other computer peripherals
- Individual teacher laptops are provided for curriculum development, classroom management, and communication between student, teacher, parent, and community

Software will provide the vehicle necessary to further enhance students' learning, taking into consideration levels of performance, and students with special needs and learning styles. Software will be used to strengthen curriculum, prepare students for continuing education and employment, as well as, support administrative services. Software will be evaluated in an on-going manner.

The staff and students utilize online resources to research information from newspapers, newswires, business journals and periodicals, as well as historical and scholarly documents. These resources support classroom instruction in virtually every subject area and are used by researchers to delve into contemporary issues and events, and provide academics with rare historical documentation.

Telecommunication Services

All of Burriss Laboratory School's telecommunication services are setup and maintained by Ball State University.

Sections II

Integration of Technology in the Curriculum

Burriss students will be introduced to computers in the classroom as early as primary grades, K-3. Teachers plan to integrate educational software and Internet based games to build, re-teach and/or reinforce skills delineated in the general education curriculum. This will allow teachers to easily differentiate activities based on individual student ability, educational need, interests, and current skills. As students move up in grades, integration of technology in the general education curriculum becomes the tool for inquiry-based learning, demonstration of knowledge, and communication for teachers, students and parents. Students will learn to use technology as a tool and demonstrate these tools as they enhance their academic development. Instructors and students will use the Internet, Blackboard, Podcast, Read Out Loud, Renaissance Learning, iLife applications.

- One of our primary goals will be professional development and integration of the technology and software already available at Burriss into the curriculum.

- Expand the use of Blackboard throughout secondary courses
- Teacher websites
- Utilize and expand the use of PowerSchool and DynaCal systems to improve online communication with students and parents
- Establish an online checkout system for all technology within the school, such as computer labs, laptop carts, point and shoot cameras and video camera.
- Create a parent program or other service that facilitates school-parent communication.

Professional Development Strategies

Implemented the following strategies to ensure that all staff and students are proficient in the use of all technology systems available at Burris:

- Instructors that are proficient with specific technology systems will provide training and support to other staff
- Allocate time during our monthly staff meetings for technology sharing and training (instructors will share with technology usages from their classrooms)
- Staff members attending outside professional development are expected to present at the following staff meeting.

Identify the need, develop training and deliver those programs, such as Google apps, iLife applications, and Digital Media technology.

Needs Assessment

With the shift to online Core 40 End of Course Examinations and away from the paper and pencil tests, Burris needs to update the two computer labs and add an additional two laptop carts. To keep up with the needs of the 21st century learner Burris needs to equip each classroom with accessible multimedia equipment.

- Computer replacement cycle, look into PC and Mac
- Increase student technology ratio by implementing hand held media devices
- Projector for every classroom
- Document camera for every classroom
- Increased funding for interactive white board technology and/or mobile tablets

Continuous Program Assessment Strategy

The Technology Committee will update the plan annually and any unmet goals and strategies will be reviewed and revised as needed. As technology needs change, new goals and strategies will be revised or developed to meet the changing needs of instructors and students.

We will determine if the technology plan is successful in meeting the goals of our school improvement plan by surveying staff, students, and families. We will also determine progress by observation of effective technology use in the classrooms.

The students will play a primary role in the evaluation of the school technology plan. We must assess and evaluate how effectively we meet their needs. This will be done through a brief online survey completed once a semester. The students will be the technology goals set by the school for integrating technology and ask for their evaluation and feedback.

The effective use of technology will be evaluated on a regular basis. The plan will be updated at least every three years and the committee will meet annually to evaluate the progress of the plan. If changes or adjustments are required, they will be made at that time. The committee will look at new technologies that have been added and how well staff members are able to use technology to enhance their overall instruction. The evaluation will include but not be limited to the following tools:

- Documentation of in-service training provided to staff members will be evaluated.
- Observation of effective technology use in the classrooms
- Student and staff surveys
- Logs of lab
- Documentation on the presentations that staff members provide for staff development will also be evaluated.
- Teachers will identify at least one area of growth for technology and self evaluate their growth.
- Technology training will continue to be made available to instructors according to the needs identified by instructors.