

Fair Lawn Schools  
3 Year Technology Plan  
2016-19



### 3 Year Technology Plan: Fair Lawn

## Technology Plan Components Checklist

<b>DISTRICT NAME: FAIR LAWN</b>			
<b>DISTRICT CODE: 03-1450</b>			
NJTRAx PARCC Technology Readiness Rating:			
NJTRAx Digital Learning Readiness Rating: NA			
STEP		YES	NO
1.	District vision included	X	
2.	NJTRAx technology readiness system for the district and for each school was updated.	X	
3.	NJTRAx Digital Learning surveys for each school were completed. <b>GO TO STEP 5.</b>		
4.	Has the district identified any school(s) that will be the focus for digital learning transformation over the next three years? If yes, please name here:		
5.	School-based S.M.A.R.T. Goals, Strategies, Objectives and Indicators are included for each identified school.	X	
6.	Indicators to evaluate the completion and success of goal(s), strategies, and objectives are included in the action planning.	X	
7.	School-based plan for infusion of technology within instruction is clearly understood.	X	
8.	The action plans identify the person(s) responsible for ensuring goals, strategies and objectives are completed within the specified time frames.	X	
9.	School-based Reflection and Adjustment is included for each identified school at targeted time intervals.	X	
10.	School-based budget is included to support activities in Action Plan	X	
11.	The district's STAKEHOLDER ASSURANCE has been completed and included in the submitted plan.	X	

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### Fair Lawn Schools Vision:

Technological literacy and collaboration in the online world is a vital component for success in the global economy. All Fair Lawn School stakeholders will become responsible global citizens both in and outside of school by learning to use technology to enhance the educational learning experience.



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### **NJTRAx PARCC Technology Readiness**

Fair Lawn continually updates the NJTRAx PARCC Technology Readiness survey. The survey was most recently updated on January 21, 2016.



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### **Curriculum, Pedagogy, Teaching, Learning and Assessment**

#### **Basic Expectations**

##### *Curriculum, Teaching and Learning*

1. Do students collaborate with peers and create original deliverables as an outcome? Fair Lawn acquired a Google Apps for Education (GAPE) domain in the spring of 2012. Google Drive is available to all students in grades 4-12. Google Apps allows students and teachers to work collaboratively and share ideas in and out of the classroom.
2. Do students critically evaluate their work and peer work for continuous improvement? Peer editing is utilized in the classroom and through the use of Google Apps.
3. Are barriers identified that impede teachers in effectively infusing technology into instruction? The technological proficiency of our 8<sup>th</sup> graders showed a significant gap between the 2 middle schools in 2010 when we began to track the data. However, in the past 2 years, the gap appears to have been negated. Teachers modify assignments for students who are unable to complete a technology based assignment or project outside of the classroom. We continue to annually expand our laptop mobile cart inventory throughout the district to better enable student access to technology during the school day.
4. Are teachers infusing standard 8.2 concepts within their lessons? The district embeds technology standards in all curriculum guides. Specific assessments are in place at grades 4 and 8 to measure student progress against the full scope of technology standards (8.1 and 8.2).

##### *Pedagogy*

5. Do students learn from one another, from the teacher and from resources available outside the school walls? Through the district's Google Apps domain, students are able to continue their learning beyond the classroom walls. Peer editing, group projects and access to other information extends outside the traditional classroom setting. Additionally, numerous teachers use the "flipped classroom" concept.
6. Considering the district's vision for student learning, do teachers know about the technologies that will help make this type of learning more achievable and through what pedagogical design? An overwhelming majority of the Fair Lawn teachers are (self) rated as "Intermediate to Mastery" level technology users (based on the Annual Technology Survey) and integrate various technologies into their teaching on a consistent and regular basis. Additionally, the Director of Technology Training continues professional development (both formal workshops and informal email news updates) with information about various technologies appropriate for teacher use. Teachers are also given the opportunity to attend outside workshops focused on technology issues.

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### *Assessment*

7. Are multiple means used by students to demonstrate learning? Student work consists of technology-based, as well as paper-based assignments, projects and assessments.

8. Do students have digital portfolios to maintain online collections of their work and objects? Each student has a Google Drive account where they can archive material online. Additionally, the grade 8 students share their Technology projects used for the Technology Proficiency Assessment to a Google Drive acct that is archived at the end of each school year.

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#### Goals and Objectives

**Goal 1:** The Fair Lawn School District will utilize Google Apps for Education across all curricular areas to enhance student achievement.

**Strategy:**

- Students will complete online writing and presentation assignments across the curriculum.
- Students will interact with peers and teachers asynchronously.
- Teachers and administrators will utilize Google Apps to enhance productivity to support student achievement.

**Indicators**

- District and school level communications via Google Apps.
- Teacher lesson plans with evidence of Google Apps integration into instruction with focus on writing, presentation, and communication.
- Student work produced via the Google Apps suite of products.
- Evidence of collaboration in Google Apps.

**Objective 1:** Students' writing ability will improve in all subject areas.

Projects/Activities (include steps required to ensure activity completion)	Person responsible for completion of activity and those responsible for reviewing or approving the activity to move forward	Timeline (mm/yr span)	Resources
Online writing activities and assignments across all subject areas and writing styles.	Teachers, Principals, Supervisors	2016-17: Grades 4-12 2017 → : potential expansion to include K-12	District Google Apps Domain Google Apps Specialist Professional Development

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Digital feedback on student writing assignments from teachers and peers.	Teachers, Principals, Supervisors	2016-17: Grades 4-12 2017--: potential expansion to include K-12	District Google Apps Domain Google Apps Specialist Professional Development
Students will incorporate Add-ons, Apps and Extensions to enhance the writing process.	Teachers, Principals, Supervisors	2016-17: Grades 4-12 2017--: potential expansion to include K-12	District Google Apps Domain Google Apps Specialist Professional Development

#### Objective 2: Students' communication and presentation skills will improve in all subject areas.

Projects/Activities (include steps required to ensure activity completion)	Person responsible for completion of activity and those responsible for reviewing or approving the activity to move forward	Timeline (mm/yr span)	Resources
Online presentations created across all subject areas.	Teachers, Principals, Supervisors	2016-17: Grades 4-12 2017--: potential expansion to include K-12	District Google Apps Domain Google Apps Specialist Professional Development



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Asynchronous communication with teachers, peers and other members of the school community.	Teachers, Principals, Supervisors	2016-17: Grades 4-12 2017--: potential expansion to include K-12	District Google Apps Domain Google Apps Specialist Professional Development
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**Objective 3: Administration and staff will utilize Google Apps to enhance district/ school level collaboration and communication.**

Projects/Activities (include steps required to ensure activity completion)	Person responsible for completion of activity and those responsible for reviewing or approving the activity to move forward	Timeline (mm/yr span)	Resources
District/School level collaboration via Google Apps: <ul style="list-style-type: none"> <li>• Curriculum planning</li> <li>• Common assessment data sharing</li> <li>• Data for student placement decisions</li> </ul>	Principals, Supervisors	Ongoing	District Google Apps Domain Google Apps Specialist Professional Development
District/ School level communications <ul style="list-style-type: none"> <li>• Board Minutes</li> <li>• Faculty/Department agendas/surveys</li> <li>• Technology Resource Scheduling</li> <li>• School Operational Information and Procedures</li> <li>• New Teacher Academy</li> </ul>	Principals, Supervisors	Ongoing	District Google Apps Domain Google Apps Specialist Professional Development

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**Goal 2: The district will use technology to assess student learning and to drive instruction.**

**Strategy:**

- Students will complete digital assessments (quizzes and tests), and submit online assignments.
- Students will engage in assessment reviews as a class and individually via Web 2.0 tools.
- Teachers will use Web 2.0 technologies to collect data on student knowledge across the curriculum.
- Teachers will use Web 2.0 technologies and strategies to determine skill mastery and instructional methods for addressing any deficiencies.

**Indicators:**

- Shared student work and portfolios
- Lesson plans and gradebooks
- Agendas and Reports from PLC and Common Planning Time

**Objective 1: Students will engage in Web 2.0 tools to assess their learning.**

Projects/Activities (include steps required to ensure activity completion)	Person responsible for completion of activity and those responsible for reviewing or approving the activity to move forward	Timeline (mm./yr span)	Resources
<p>Online assignment/assessments, such as:</p> <ul style="list-style-type: none"> <li>• Document, Presentation, Lab submissions via Google Apps</li> <li>• Quizzes and Tests via Web 2.0 Tools such as Google Apps, Achieve3000, Edulastic</li> </ul>	<p>Students, Teachers, Principals, Supervisors</p>	<p>Ongoing</p>	<p>Subject Specialists and Supervisors Dir of Ed Training support for access to and implementation of Web 2.0 tools, Professional Development, Common Planning and PLC time</p>

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Assessment reviews using products such as Kahoot, Plickers, ScootPad, NearPod, Edulastic, PollEverywhere, PearDeck	Students, Teachers, Principals, Supervisors	Ongoing	Dir of Ed Training support for access to and implementation of Web 2.0 tools, Professional Development, Common Planning and PLC time
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#### Objective 2: Faculty will use technological tools to collect and analyze data to adjust instruction to meet student needs.

Projects/Activities (include steps required to ensure activity completion)	Person responsible for completion of activity and those responsible for reviewing or approving the activity to move forward	Timeline (mm/yr span)	Resources
Data Analysis: Using products such as Google Apps, Flubaroo, ExamView, Connect-Ed	Teacher, Principal, Supervisors,	Ongoing	Technology Department Professional Development Workshops, PLC Time, Common Planning Time
Differentiating instruction based on data collected, such as: modifying assignments and assessments, providing feedback via Google Classroom, repeating main lesson ideas	Teacher, Principal, Supervisors	Ongoing	Professional Development Workshops, PLC Time, Common Planning Time

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**Goal 3: All Fair Lawn stakeholders will enhance their technological fluency in order to prepare students to be effective digital citizens.**

**Strategy:**

- Students will demonstrate appropriate online behaviors through use of different technology applications
- Staff will enhance their technological fluency to model digital citizenship
- District will provide online resources for parents to support the student educational experience

**Indicators:**

- Teacher lesson plans showing technology integration
- Students' work demonstrating technological fluency and appropriate online behaviors
- Parent utilization of district provided online resources
- Agendas and Rosters from Professional development workshops

**Objective 1: Teachers will model and students will apply appropriate use of technology to develop technological fluency and appropriate online behaviors.**

Projects/Activities (include steps required to ensure activity completion)	Person responsible for completion of activity and those responsible for reviewing or approving the activity to move forward	Timeline (mm/yr span)	Resources
Classroom discussions, assignments and projects on appropriate use of the internet for classroom and home use. (Such as: BrainPop, Kahoot)	Students, Teachers, Principals, Supervisors	Ongoing	Curriculum Resources Common Sense Media Resources Professional Development Dir of Ed Training

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Increase cross program understanding between Google Apps and Microsoft Suite.	Students, Teachers, Principals, Supervisors	Ongoing	Various technology applications (including Microsoft Suite and Google Apps) Professional Development Dir of Ed Training Computer access
Use of an application in tasks of varied complexity. Such as Excel for: graphing, data organization, and advanced computation.	Students, Teachers, Principals, Supervisors	Ongoing	Various technology applications (eg. Microsoft Suite Vs. Google Apps) Computer access Professional Development Dir of Ed Training

**Objective 2: Staff will integrate technology across all curricular areas as digital citizen role models.**

Projects/Activities (include steps required to ensure activity completion)	Person responsible for completion of activity and those responsible for reviewing or approving the activity to move forward	Timeline (mm/yr span)	Resources
Technology will be integrated into all facets of the curriculum	Teacher, Principal, Supervisors, Technology Department	Ongoing	PD Days, Faculty Meetings Director of Ed Training

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<p>Professional development on specific technology applications, such as Google Apps, Smart Notebook, and Web 2.0 Tools.</p>	<p>Teacher, Principal, Supervisors, Technology Department</p>	<p>Ongoing</p>	<p>PD Days, TurnKey Support, Faculty Meeting Agendas Webinars Director of Ed Training</p>
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**Objective 3: District will provide parents/community stakeholders with access to information to support the student educational experience**

Projects/Activities (include steps required to ensure activity completion)	Person responsible for completion of activity and those responsible for reviewing or approving the activity to move forward	Timeline (mm/yr span)	Resources
<p>District/school Websites and Parent portal to Genesis and School Messenger for parent access</p>	<p>Dir of Ed Training District Genesis Help Desk</p>	<p>Ongoing</p>	<p>Vendor provided portals District created tutorials Vendor Tech Support</p>

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### **Reflection and Adjustment:**

The Assistant Superintendent, Director of Training, Department Supervisors, and Principals meet regularly throughout the year to assess the status of the Technology Goals.

Annual updates are presented to the Superintendent and BOE Technology Committee, indicating status towards attainment of each goal.

Based upon these meetings, changes to our action plan will be made if new developments, issues or opportunities deem it necessary. Discretionary funds are allocated for this purpose. These mid-course corrections will be overseen by the Assistant Superintendent, Director of Training and Supervisors/Principals.

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### **Transformational Budgeting**

All monetary sources for the upcoming technology purchases were identified in the prior year, and allocated through Local and Federal funding, then approved by the Fair Lawn Board of Education (meeting April 28, 2016). All technology purchases are overseen by the Director of Technology and the Business Administrator. Multi-year contracts are utilized whenever feasible, to facilitate accurate future budgetary needs.

Through the on-going review of the Technology Plan, purchases are reviewed to ensure proper distribution and utilization. Annual technology inventories are conducted by the Technology Department to ensure all equipment is in its assigned/proper location. Supervisors and Principals review lesson plans and conduct classroom observations to ensure that technology is properly integrated through the curricula.

All non-traditional approaches to fund technology initiatives are utilized whenever possible, including (but not limited to) grants (private and state sources) and funding from outside sources (including PTO/PTA, community partnerships, donations).

#### **Local budget funds for digital learning initiatives are:**

Software Maintenance	\$87,950.00
Technology Plan	\$376,709.00
Technology Personnel Salaries	\$507,155.00
Professional Development	\$14,800.00
Digital Learning District Initiatives	\$85,000.00
Software	\$74,370.00

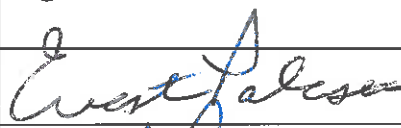

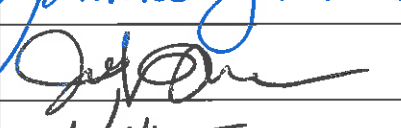
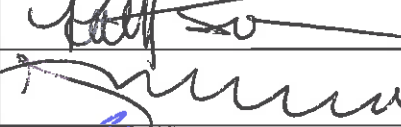





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### **Stakeholder Assurance**

I agree to the contents in this educational plan, and the assurance that I will be involved in the implementation of this Technology Plan for Digital Learning. Involvement in the implementation of this Plan may include: reviewing the progress of meeting the goals and objectives, being responsible for completing one or more activities in the action plan, participating in the revisions of the plan. Stakeholders associated with the district and school levels (i.e., each principal from targeted schools) should sign.

<b>Name</b>	<b>Title</b>	<b>Signature</b>
Ernest Palestis	Interim Superintendent	
Natalie Lacatena	Assistant Superintendent	
Joanne Wilson	Business Administrator	
Jack Ma	Director of Technology	
Kathy Sobeck	Director of Educational Applications & Training	
James Marcella	Principal, High School	
Ron Durso	Supervisor, Science & PE	

## **3 Year Technology Plan: Fair Lawn**

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### **Technology Committee**

The 3 year District Technology Plan was authored by the following people:

<b>Name</b>	<b>Title</b>
Natalie Lacatena	Assistant Superintendent
Jack Ma	Director of Technology
Ron Durso	Supervisor, Science & PE
Kathy Sobek	Director of Educational Applications & Training
Miriam Parkinson	Google Apps Specialist
Bryan Hicks	Testing Coordinator
Mohamad Metwally	STEM Teacher
Michele Stern	Science Teacher
Brenna Bohny	Social Studies
Ryan Harrington	Math Teacher
Grace Clune	Elementary Teacher
Deb SanJulian	Elementary Teacher