

The Diocese of Lake Charles/Our Lady's School Technology Plan

INTRODUCTION/OVERVIEW

Technology serves to support our schools in the areas of Catholic Identity, Academic Excellence and Sustainability. The *Standards for Quality Schools; AdvancEd* note several indicators which advance the technological component to ensure success for all students. In addition, the Universal Service Administrative Program offers criteria to ensure that connections are established between the information technology and the professional development strategies, curriculum initiatives, and library objectives that will lead to improved educational services. All schools within the Diocese of Lake Charles are committed to incorporating innovative teaching and learning strategies through the use of technology. Our students will learn in a classroom suited for 21st century teaching and learning.

The primary goal of the Diocese of Lake Charles Technology Plan is to offer support and create *minimum* indicators to schools within the Diocese of Lake Charles as they develop and implement technology plans to achieve goals in the areas below.

- Technology Planning and Coordination
 - Diocese will have a technology plan in place that will indicate minimum expectations for school site technology plan. Schools will develop site plans that will be revised on an annual basis and updated accordingly.*
 - * Diocesan technology Committee to meet 4 times per year.
 - * Provide E-Rate information to schools via USAC and E-Rate consultants.
 - * Diocese will encourage and facilitate communication/collaboration between curriculum committee and technology committee.
 - * Committee will select chair for term of 1 year.
 - * Committee will set annual goals.

- Technology Professional Development
 - Diocese will assist administrators and technology coordinators to develop realistic faculty expectations for integration of technology within the curriculum and use of technology for classroom administrative purposes.*
 - * School site will set minimum standards for required CLUs in technology for teachers.
 - 15 hours per year; quarterly meetings with Tech Coach

- * Each school shall include technology goals, when appropriate, into their professional development plans for all staff.
 - * Each school will address digital citizenship to stakeholders annually (PTO meeting, classroom lessons, etc.) This will include but is not limited to the topics of online etiquette and social media.
 - Booklet given at Parent Tech EDU meeting and Back to School Night
 - Addressed with students during Tech Checks
 - * Each school will provide professional development via the introduction and/or review of appropriate technology standards
 - * Diocese in conjunction with technology committee will provide annual technology leadership training aligned with professional development goals.
 - * Diocese in conjunction with Technology Committee will offer technology component at Diocesan new teacher in-service.
 - * Diocese in conjunction with Technology Committee will explore providing summer technology integration workshops for teachers through the use of Title II-A funding and grants.
 - * Send teachers to ISTE, LACUE, TNT, Lausanne
- Technology Curriculum

The Diocese and each school will promote and publish of technology standards and competencies. The Diocese will continue to pursue opportunities for increased collaboration and articulation among schools. The Diocese will encourage continued and ongoing innovation in the area of technology within the classroom to support student success.

 - * Support teacher technology by offering sample technology lessons at professional development offerings and video sharing.
 - * Publish technology standards for school use and community awareness.
 - * Explore computer enrichment classes for junior high students and online course offerings (junior high and secondary) when appropriate and available.
 - * Promote increased use of technology access for those students with special needs. Ensure that appropriate access to curriculum and assistive

technology is offered within Individual Accommodation Plans, to increase access to the curriculum for all students.

- *Learning Tools Add-on in OneNote*
- *Moodle posting of homework, due dates, etc.*

- **Telecommunication Services and Internet Access**

Evaluation and enhancement of telecommunication at the Diocesan level to reach all stakeholders and allow for equitable access from schools and owner parishes.

- * Support of long range planning efforts to include wireless/fiber optic and dedicated access points within all schools.
- * Utilizing E-Rate funding to assist in long range planning efforts.
- * Ongoing assessment and discussion of varying educational technology platforms.

- **Technology Budget and Funding**

Schools do not receive money from the Diocese for technology needs. The Diocese will continue to encourage schools and owner parishes to include technology needs in any school/parish capital campaign.

- * The Diocese will continue the use of Education for Excellence funding (contingent upon available funding) to provide research databases to all schools within the Diocese.
- * Schools will seek to maximize the access to school-available sources of funding (federal funding, grants and partnerships).
- * Schools will seek to provide proactive strategies for handling replacement cycles, licensing, hardware repair, and vendor selection.
- * When appropriate, schools will communicate their needs to the Diocese for support and collaboration.

- **Curriculum Integration**

To ensure appropriate professional development and knowledge to increase on-line learning components to their courses.

- * Promote the use of technology in the classroom in the content areas by all teachers and students.

- * Library services should continue to work toward full automation integrating with classroom technology.
 - * Each school will seek tools for monitoring and measuring staff technology proficiencies.
 - * Each school will evaluate the need to provide tech support staff with skills and knowledge-based training.
- Assessment and Evaluation
 - * Each school will have a written plan for annual assessment and evaluation of all telecommunication services, hardware, software, curriculum integration and other technology services offered within the school program.
 - * Each school will make mid-year corrections as needed toward indicators in the school plan. Plans should be revised every 3 years or upon an accreditation review.
- **School Based Technology Plan/Our Lady's School**
 - * **OLS will implement best practice methodologies to incorporate technology rich lessons rooted in the standards outlined in the Diocesan policy.**
 - * **OLS will utilize subscription based learning tools rooted in standards based instruction, and evaluated for growth against national norms.**
 - * **Teacher evaluation rubrics will include a detailed evaluation focused on a technology rich learning environment.**
 - * **Annual testing programs will transition to computer based evaluations.**
 - * **Technology instruction will focus on current concepts rooted in STEM based instructional practices.**

Revised 03/5/2018