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# Pennsylvania Department of Education

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COMMONWEALTH OF PENNSYLVANIA  
**DEPARTMENT OF EDUCATION**  
333 MARKET STREET  
HARRISBURG, PA 17126-0333

## **Educational Technology Report**

**Wednesday, October 31, 2007**

**Entity:** Blairsville-Saltsburg SD

**Address:** 102 School Lane  
Blairsville, PA 15717

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**Contact Name:** Arnold Nadonley

## **Core Purpose**

### **Mission**

The mission of the Blairsville-Saltsburg School District is to prepare each student to become a responsible, productive and competitive member of an ever-changing global society.

### **Vision**

The Blairsville-Saltsburg School District Vision Statement:

- We believe that the school district must provide leadership and opportunities for all students to become life-long learners.
- We believe that the learning process requires our students to be challenged and actively engaged.
- We believe that educational excellence necessitates cooperation between all people, organizations, and stakeholders associated with our school district.
- We believe that the school climate must be positive and safe.

### **Shared Values**

The Blairsville-Saltsburg School District Shared Values:

- We value strong connections and partnerships among the family, school, and community.
- We value a highly qualified, knowledgeable, caring, and competent staff that place children first.
- We value the development and promotion of student skills in critical thinking, logic, self-confidence, self-worth and integrity through an understanding of individual rights and responsibilities.
- We value a strong work ethic on the part of students and staff.
- We value the respect for diversity in the school community and the respect for authority.
- We value instructional practices that are based on best practice and research-based curriculum, instructional strategies, and assessment which is driven through data-informed decision making.
- We value a safe, positive, and pleasant school environment that permits equal opportunities to acquire physical, academic, intellectual, moral and social growth.
- We value character education, both formal and informal, as an inherent part of the school program.

### **Needs Assessment**

The BSSD Educational Technology Planning Committee addressed the following guiding questions in the plan's development:

1. What developments in technology have emerged that you can take advantage of to improve education for your school or community?

- Communications tools - blogs, podcasts, wiki's, videostreaming
- Broadband internet, internet2, WAN connection to other schools
- Videoconferencing, webconferencing, distance learning
- Content sharing
- Data warehousing - formative and summative test results and analysis

2. How do you identify potentially useful new technologies (e.g., attending conferences, reading publications, and networking with peers)?

- Reading professional journals, books, magazines
- Conferences
- Peer experiences and sharing of ideas

3. What strengths and weaknesses, related to technology, have been identified by staff, students or parents? (utilize district and community wide staff, student and parent/community member surveys)

#### Strengths

- Every teacher, office worker, administrator has a computer connected to the LAN, WAN, and internet access
- Every classroom has one or more computers available for student use that are connected to the LAN, WAN, and internet access
- Microsoft Office Professional licensed for every computer in the district
- Many software resources to supplement current instruction and meet specific curriculum and instructional needs
- Technology mentor at BMS (Getting to One grant)
- Had a technology implementation assessment completed by a third-party company in Fall of 2006
- Are currently implementing recommendations from the technology implementation assessment
- Partnered with IU28 (ARIN) in the Northwest Regional Internet Consortium to receive Act 183 funding to install broadband (100MB) fiber ethernet to the Blairsville campus (central location of BSSD WAN control)

#### Weaknesses

- Lack of sufficient network bandwidth to extended campuses at Saltsburg - Saltsburg Elementary School and Saltsburg Middle-High School (not covered by Act 183 funding)
- Lack of implementation of a fully integrated Student Information System to handle student records for child accounting, grade reporting, assessment, curriculum, instruction, scheduling, attendance, special education - a variety of programs currently used but not integrated

- Time for comprehensive staff development for implementation of new technologies

## Goals and Strategies

### Goal: TECHNOLOGY

*Description:* The Blairsville-Saltsburg School District is actively pursuing information and communication technologies to enhance data acquisition, storing, reporting, and analysis to better understand and meet the needs of its students. The goal is to connect all stakeholders, to provide resources for making data-informed decisions, to make a positive impact on student learning, and to prepare students for the 21st Century.

### Strategy: Broadband Telecommunications/Wide Area Network (WAN)

*Description:* The Blairsville-Saltsburg School District is a member of the Northwest Regional Wide Area Network (WAN) that includes districts in Intermediate Units 5, 6 and ARIN IU 28, the IU in which it operates. The school district will work with ARIN IU28 to coordinate the creation of an affordable, high-quality, Wide Area Network linking school districts, vocational-technical schools, classrooms and other educational networks using high-speed broadband connections. Through this consortium the district will work to increase student achievement and learning by accessing and sharing online content and resources such as the Internet and Internet 2, through district-to-district and school-to-school communications and sharing, and by accessing a wide variety of online courses. Through the consortium more and varied professional development opportunities for district staff will be available. Involvement in the WAN project will involve development of infrastructure and determination of content and usage over the term of this plan.

#### Activities:

Activity	Description	
Communication with Stakeholders	Maintain communication systems among district staff and with the community, including a telephone system, email, and district website to provide important information, resources, and links to relevant information for students, staff, parents, and community.	
Person Responsible	Timeline for Implementation	Resources
Dan Cunkelman	Start: 10/1/2007 Finish: 9/30/2010	\$325,000.00

Activity	Description	
Infrastructure and hardware	Provide networking connectivity, infrastructure, and hardware that is scalable, flexible, ubiquitous, and dependable.	
Person Responsible	Timeline for Implementation	Resources
Dan Cunkelman	Start: 10/1/2007 Finish: 9/30/2010	\$328,000.00

Activity	Description	
Internet and Data Security	Content filters and firewall protection and data backup	
Person Responsible	Timeline for Implementation	Resources
Theresa Hanley	Start: 10/1/2007 Finish: 9/30/2010	\$68,000.00

Activity	Description	
WAN Collaboration	Participate in Northwest Regional WAN consortium/IU28 meetings to develop and plan resources and implementation procedures for providing collaborative educational resources over a wide-area network. (Instructional tools, data management, shared files, etc.)	
Person Responsible	Timeline for Implementation	Resources
Dan Cunkelman	Start: 10/1/2007 Finish: 9/30/2010	\$60,000.00

**Strategy: Information Management**

*Description:* Enhance organizational and information management processes to increase productivity  
productivity - relevant useful information in a timely manner to make effective decisions driving instruction, assessment, and curriculum.

*Activities:*

Activity	Description	
Data Sources	Identify and evaluate potential data sources and analysis tools for evaluating school and student performance. (PVAAS, 4Sight, EVAAS)	
Person Responsible	Timeline for Implementation	Resources
Dan Cunkelman	Start: 10/1/2007 Finish: 9/30/2010	\$66,000.00

Activity	Description	
State Requirements	The Blairsville-Saltsburg School District will comply with all state requirements (i.e. e-Rate) and any grant requirements related to grants secured during the term of this plan.	
Person Responsible	Timeline for Implementation	Resources
Dan Cunkelman	Start: 10/1/2007 Finish: 9/30/2010	\$50,000.00

Activity	Description	
Student Information Software (SIS)	Evaluate and purchase SIS software to meet the school district needs for managing student information. Recording data, reporting data, and analyzing data. Student demographics, class assessments, grades, IEP's, etc.	
Person Responsible	Timeline for Implementation	Resources
Dan Cunkelman	Start: 10/1/2007 Finish: 9/30/2010	\$83,000.00

**Strategy: Instructional Technology**

*Description:* Provide technology-rich classrooms that enhance instruction and meet the diverse needs of today's learners

*Activities:*

Activity	Description	
Integration of Technology	Provide professional development and coaching(mentoring) to effectively integrate proven and emerging strategies, tools, techniques that use technology (hardware, software, communications,...) to enhance student learning.	
Person Responsible	Timeline for Implementation	Resources
Dan Cunkelman	Start: 10/1/2007 Finish: 9/30/2010	\$70,000.00

**Strategy: Professional Development**

*Description:* As technology knowledge and skills must be built and expanded constantly, the Blairsville-Saltsburg School District will ensure that appropriate professional development occurs in relation to new tools, content, and programs that are technology-based.

*Activities:*

Activity	Description	
Technology As a Management Tool	The Blairsville-Saltsburg School District staff shall receive training in the use of student information management software (To be determined) for child accounting, transportation, grading, progress reporting, scheduling, attendance, and curriculum/lesson planning. The district will also provide staff development to enable professional staff with skills for effectively evaluating school/student performance using selected online data sources and analysis tools (and make decisions that would positively affect curriculum, instruction, assessment to improve student performance)	
Person Responsible	Timeline for Implementation	Resources
Theresa Hanley	Start: 10/1/2007 Finish: 9/30/2010	\$25,000.00
Professional Development Activity Information		
Number of Hours Per Session	Total Number of Sessions Per School Year	Estimated Number of Participants Per Year
2	10	210

Organization or Institution Name	Type of Provider	Provider's Department of Education Approval Status
<p>The following providers will be used as appropriate over the term of this plan: Blairsville-Saltsburg Selected Staff ARIN IU 28 Individual consultants as appropriate to software/systems</p>	<ul style="list-style-type: none"> <li>• School Entity</li> <li>• Intermediate Unit</li> <li>• Individual</li> <li>• Company</li> </ul>	<p style="text-align: center;">Approved</p>
Knowledge and Skills	Research and Best Practices	Designed to Accomplish
<p>How to enter, revise and generate reports on attendance, assignments, grades, progress reports, lesson plans, etc.</p>		<p><i>For classroom teachers, school counselors and education specialists:</i></p> <ul style="list-style-type: none"> <li>• Provides educators with a variety of classroom-based <u>assessment skills</u> and the skills needed to <u>analyze and use data</u> in instructional decision-making.</li> <li>• Empowers educators to work effectively with <u>parents and community partners</u>.</li> </ul> <p><i>For school and district administrators, and other educators seeking leadership roles:</i></p> <ul style="list-style-type: none"> <li>• Provides the knowledge and skills to <u>think and plan strategically</u>, ensuring that assessments, curriculum, instruction, staff professional education, teaching materials and interventions for struggling students are aligned to each other as well as to Pennsylvania's academic standards.</li> <li>• Provides leaders with the ability to <u>access and use appropriate data</u> to inform decision-making.</li> <li>• Instructs the leader in <u>managing resources</u> for effective results.</li> </ul>
<b>Educator Groups Which Will Participate in this Activity</b>		
Role	Grade Level	Subject Area
<ul style="list-style-type: none"> <li>• Classroom teachers</li> <li>• Principals / asst. principals</li> <li>• Superintendent / asst. superintendents</li> <li>• School counselors</li> </ul>	<ul style="list-style-type: none"> <li>• Early childhood (preK-grade 3)</li> <li>• Middle (grades 6-8)</li> </ul>	<ul style="list-style-type: none"> <li>• Reading, Writing, Speaking &amp; Listening</li> <li>• Science and Technology</li> <li>• Arts &amp; Humanities</li> <li>• Civics and Government</li> <li>• Environment and Ecology</li> </ul>

<ul style="list-style-type: none"> <li>• Other educational specialists</li> </ul>	<ul style="list-style-type: none"> <li>• Elementary (grades 2-5)</li> <li>• High school (grades 9-12)</li> </ul>	<ul style="list-style-type: none"> <li>• Health, Safety and Physical Education</li> <li>• World Languages</li> <li>• Mathematics</li> <li>• History</li> <li>• Career Education and Work</li> <li>• Economics</li> <li>• Family and Consumer Sciences</li> <li>• Geography</li> </ul>
<b>Follow-up Activities</b>	<b>Evaluation Methods</b>	
<ul style="list-style-type: none"> <li>• Analysis of student work, with administrator and/or peers</li> <li>• Peer-to-peer lesson discussions</li> <li>• Lesson modeling with mentoring</li> <li>• 20</li> </ul>	<ul style="list-style-type: none"> <li>• Participant survey</li> <li>• Review of participant lesson plans</li> <li>• Performance of tasks (Attendance; grades; progress reports; lesson plans;etc.)</li> </ul>	

<b>Activity</b>	<b>Description</b>	
Technology Integration Into the Classroom	Given access to more and varied learning opportunities for students through the Wide Area Network (WAN) project being done in collaboration with ARIN IU 28 and Region 8, teachers will be trained in its use and possibilities as the WAN project emerges over the duration of this plan. The district will provide professional development and coaching(mentoring) to effectively integrate proven and emerging strategies, tools, techniques that use technology (hardware, software, communications, etc.) to enhance student learning.	
<b>Person Responsible</b>	<b>Timeline for Implementation</b>	<b>Resources</b>
Theresa Hanley	Start: 10/1/2007 Finish: 9/30/2010	\$80,000.00
<b>Professional Development Activity Information</b>		
<b>Number of Hours Per Session</b>	<b>Total Number of Sessions Per School Year</b>	<b>Estimated Number of Participants Per Year</b>
2	10	210
<b>Organization or Institution Name</b>	<b>Type of Provider</b>	<b>Provider's Department of Education Approval Status</b>
The following providers will be used as appropriate throughout the duration of this activity:	<ul style="list-style-type: none"> <li>• School Entity</li> <li>• Intermediate Unit</li> </ul>	Approved

<p>BSSD Selected Staff ARIN IU 28 PDE Independent consultants and vendors</p>	<ul style="list-style-type: none"> <li>• Individual</li> <li>• Company</li> </ul>	
<p><b>Knowledge and Skills</b></p>	<p><b>Research and Best Practices</b></p>	<p><b>Designed to Accomplish</b></p>
<p>Determining appropriate technology tools for instructional situations; learning how to use technology tools in a classroom setting; locating resources using varied technology tools (Ex. Internet 2); identifying and using inter and intra-district communication tools (videoconferences; distance learning; on-line course delivery; etc.)</p>		<p><i>For classroom teachers, school counselors and education specialists:</i></p> <ul style="list-style-type: none"> <li>• Enhances the educator's <u>content knowledge</u> in the area of the educator's certification or assignment.</li> <li>• Increases the educator's <u>teaching skills</u> based on research on effective practice, with attention given to interventions for struggling students.</li> <li>• Provides educators with a variety of classroom-based <u>assessment skills</u> and the skills needed to <u>analyze and use data</u> in instructional decision-making.</li> <li>• Empowers educators to work effectively with <u>parents and community partners</u>.</li> </ul> <p><i>For school and district administrators, and other educators seeking leadership roles:</i></p> <ul style="list-style-type: none"> <li>• Provides the knowledge and skills to <u>think and plan strategically</u>, ensuring that assessments, curriculum, instruction, staff professional education, teaching materials and interventions for struggling students are aligned to each other as well as to Pennsylvania's academic standards.</li> <li>• Provides leaders with the ability to <u>access and use appropriate data</u> to inform decision-making.</li> <li>• Empowers leaders to</li> </ul>

		<p>create a <u>culture of teaching and learning</u>, with an emphasis on learning.</p> <ul style="list-style-type: none"> <li>Instructs the leader in <u>managing resources</u> for effective results.</li> </ul>
Educator Groups Which Will Participate in this Activity		
Role	Grade Level	Subject Area
<ul style="list-style-type: none"> <li>Classroom teachers</li> <li>Principals / asst. principals</li> <li>Superintendent / asst. superintendents</li> <li>School counselors</li> <li>Other educational specialists</li> </ul>	<ul style="list-style-type: none"> <li>Early childhood (preK-grade 3)</li> <li>Middle (grades 6-8)</li> <li>Elementary (grades 2-5)</li> <li>High school (grades 9-12)</li> </ul>	<ul style="list-style-type: none"> <li>Reading, Writing, Speaking &amp; Listening</li> <li>Science and Technology</li> <li>Arts &amp; Humanities</li> <li>Civics and Government</li> <li>Environment and Ecology</li> <li>Health, Safety and Physical Education</li> <li>World Languages</li> <li>Kindergarten Early Learning Standards</li> <li>Mathematics</li> <li>History</li> <li>Career Education and Work</li> <li>Economics</li> <li>Family and Consumer Sciences</li> <li>Geography</li> </ul>
Follow-up Activities	Evaluation Methods	
<ul style="list-style-type: none"> <li>Team development and sharing of content-area lesson implementation outcomes, with involvement of administrator and/or peers</li> <li>Analysis of student work, with administrator and/or peers</li> <li>Creating lessons to meet varied student learning styles</li> <li>Peer-to-peer lesson discussions</li> </ul>	<ul style="list-style-type: none"> <li>Classroom observation focusing on factors such as planning and preparation, knowledge of content, pedagogy and standards, classroom environment, instructional delivery and professionalism.</li> <li>Classroom student assessment data</li> <li>Participant survey</li> <li>Review of participant lesson plans</li> <li>Performance of tasks (Independent and successful use of targeted technologies)</li> </ul>	

## Staff Development

The BSSD Educational Plan Committee addressed the following guiding questions as part of the development of this plan: (See Professional Development Activity Information Section of this plan.)

- What are the specific resources, strategies and activities that you plan to implement to ensure that all of your staff is ready to use and maintain technology?

- Who will be in charge of facilitating the professional development activities?
- Are there in-service slots set aside for technology-related professional development?
- Will the professional development be required for all that use it, or is it optional? If optional, what incentives exist to encourage teachers to pick up these new skills?
- What models of professional development would work in your organization to train your staff?
- Do you have the resources in house to train these staff members or do they need to go to outside providers, or a combination of the two?
- What financial and time resources exist to keep the staff up to date in learning about new technologies?
- What professional development opportunities are available from outside sources (such as service providers, courses at institutions of higher education, conferences, courses delivered via distance learning or over the Internet; courses sponsored by your state education or library agency)?
- What professional development opportunities and resources exist for your professional staff (i.e., teachers or librarians) to ensure that they can not only use the new technologies, but to use them to deliver improved teaching and learning or improved library services?
- What classes or seminars are available to your staff on an ongoing basis within your organization?
- Can your staff meet with others who are already further along in implementing technology in another school or library?
- What professional development is available from service providers?
- What professional development opportunities are available from out sources (such as service providers, courses at institutions of higher education, conferences, courses delivered via distance learning or over the Internet; courses sponsored by your state education or library agency)?

## Budget

### Summary: Potential Funding Distribution

Funding Source	2008-2009	2009-2010	2010-2011	Total
010 - ADMINISTRATIVE BUDGET	\$88,000.00	\$90,000.00	\$99,000.00	\$277,000.00
020 - CURRICULUM DEVELOPMENT AND INSTRUCTIONAL IMPROVEMENT SERVICES	\$3,000.00	\$3,000.00	\$5,000.00	\$11,000.00
060 - PUPIL PERSONNEL SERVICES	\$15,000.00	\$16,000.00	\$17,000.00	\$48,000.00
080 - MANAGEMENT SERVICES	\$20,000.00	\$20,000.00	\$25,000.00	\$65,000.00
090 - Unassigned	\$80,000.00	\$80,000.00	\$85,000.00	\$245,000.00
208 - Staff And Program Development	\$26,000.00	\$26,000.00	\$27,000.00	\$79,000.00
eRATE	\$45,000.00	\$45,000.00	\$45,000.00	\$135,000.00
<b>TOTAL</b>	<b>\$277,000.00</b>	<b>\$280,000.00</b>	<b>\$303,000.00</b>	<b>\$860,000.00</b>

### Goal: TECHNOLOGY

The Blairsville-Saltsburg School District is actively pursuing information and communication technologies to enhance data acquisition, storing, reporting, and analysis to better understand and meet the needs of its students. The goal is to connect all stakeholders, to provide resources for making data-informed decisions, to make a positive impact on student learning, and to prepare students for the 21st Century.

Broadband Telecommunications/Wide	2008-2009	2009-2010	2010-2011	Total	Funding Source
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<b>Area Network (WAN)</b>					
Communication with Stakeholders	\$80,000.00	\$80,000.00	\$85,000.00	\$245,000.00	090 - Unassigned
Infrastructure and hardware	\$45,000.00	\$45,000.00	\$45,000.00	\$135,000.00	eRATE (Secondary)
Infrastructure and hardware	\$15,000.00	\$15,000.00	\$18,000.00	\$48,000.00	010 - ADMINISTRATIVE BUDGET
Infrastructure and hardware	\$20,000.00	\$20,000.00	\$25,000.00	\$65,000.00	080 - MANAGEMENT SERVICES (Secondary)
Internet and Data Security	\$16,000.00	\$17,000.00	\$20,000.00	\$53,000.00	010 - ADMINISTRATIVE BUDGET
WAN Collaboration	\$15,000.00	\$15,000.00	\$15,000.00	\$45,000.00	010 - ADMINISTRATIVE BUDGET

<b>Information Management</b>	<b>2008-2009</b>	<b>2009-2010</b>	<b>2010-2011</b>	<b>Total</b>	<b>Funding Source</b>
Data Sources	\$12,000.00	\$15,000.00	\$15,000.00	\$42,000.00	010 - ADMINISTRATIVE BUDGET
Data Sources	\$3,000.00	\$3,000.00	\$5,000.00	\$11,000.00	020 - CURRICULUM DEVELOPMENT AND INSTRUCTIONAL IMPROVEMENT SERVICES (Secondary)
State Requirements	\$12,000.00	\$13,000.00	\$14,000.00	\$39,000.00	010 - ADMINISTRATIVE BUDGET
Student Information Software (SIS)	\$15,000.00	\$16,000.00	\$17,000.00	\$48,000.00	060 - PUPIL PERSONNEL SERVICES

<b>Instructional Technology</b>	<b>2008-2009</b>	<b>2009-2010</b>	<b>2010-2011</b>	<b>Total</b>	<b>Funding Source</b>
Integration of Technology	\$18,000.00	\$15,000.00	\$17,000.00	\$50,000.00	010 - ADMINISTRATIVE BUDGET

<b>Professional Development</b>	<b>2008-2009</b>	<b>2009-2010</b>	<b>2010-2011</b>	<b>Total</b>	<b>Funding Source</b>
Technology As a Management Tool	\$6,000.00	\$6,000.00	\$7,000.00	\$19,000.00	208 - Staff And Program Development
Technology Integration Into the Classroom	\$20,000.00	\$20,000.00	\$20,000.00	\$60,000.00	208 - Staff And Program

					Development
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<b>GRAND TOTAL</b>	<b>\$277,000.00</b>	<b>\$280,000.00</b>	<b>\$303,000.00</b>	<b>\$860,000.00</b>	
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<b>TOTAL</b>	<b>\$277,000.00</b>	<b>\$280,000.00</b>	<b>\$303,000.00</b>	<b>\$860,000.00</b>	
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## Monitoring

The BSSD Educational Plan Committee addressed the following guiding questions as part of the development of the plan: (Referenced in individual activities of this plan and in the "Milestone" feature of the eSP tool.)

- Who will be responsible for monitoring activities? (e.g. Technology Coordinator, Professional Development Coordinator, etc)
- How will activities be monitored? And how often?
- How will you determine technology integration is occurring appropriately? (e.g. is technology used regularly to enrich curriculum?, is the technology used right for the task?)
- How will you determine technology implementation is appropriate for your identified needs?

## Evaluation

The Blairsville-Saltsburg School District will structure reviews of its Educational Technology Plan to occur each school year. The review committee shall be made up of the district superintendent of schools, director of education, information technology coordinator, school board members, and selected teachers. The purpose of the review will be to determine the status of each activity identified in the plan and identify its current progress, whether completed or not, and reasons it has not been completed if not completed. Adjustments and monitoring tools will be put in place to facilitate activities that are not making adequate progress. After reviewing each completed activity, the committee will determine if new activities can be added to the technology plan to continue improving the implementation of technology resources and stay current with emerging technologies. The committee will review student test scores, samples of student work, and surveys of student and teacher perceptions to determine the impact the activity has had on student performance and classroom instruction then determine whether to continue to monitor improvements, lack of improvements, or adjust the activity to improve results. Additional monitoring and evaluation will occur on a monthly basis during meetings of the superintendent and information technology coordinator to provide continuous accountability for those responsible for implementing activities of this technology plan.