

# 2023 Technology Plan

(revision 2024)

# Mission Statement

Wilton-Lyndeborough Cooperative School District will provide a safe and educational environment that promotes student exploration, critical thinking, and responsible citizenship.

## Goal of this document

This technology plan outlines the strategies and objectives for integrating technology into the educational process of Wilton-Lyndeborough Cooperative School District. The plan aims to support our vision of a graduate by enhancing learning experiences, improving administrative efficiency, and ensuring students and staff have access to the necessary tools for 21st-century education. The plan covers a five-year period and will be subject to review and adjustment as technology and educational needs evolve.

## 1. Support Academic Excellence

Technology can play a significant role in supporting academic excellence by enhancing the learning experience, providing valuable resources, promoting collaboration, and improving overall efficiency. Wilton-Lyndeborough Cooperative School District will support academic excellence in the following ways.

Within the first year Wilton-Lyndeborough Cooperative School District will provide one student learning device for every one student from first grade to their graduation. The internet being a powerful resource for individual learning, we will endeavor to keep an inventory of equipment sufficient to allow each student 1st grade and above their access to their own internet capable computing device. In support of the 1:1 paradigm we will also guarantee the necessary bandwidth for each student to have at a minimum one megabit per second, and wireless internet coverage for all class rooms

### a. Library of Things

Within three years Wilton-Lyndeborough Cooperative School District will implement a library of things. A Library of Things will play a crucial role in supporting academic excellence. This plan allows users to borrow non-traditional items beyond books, such as technology, tools, equipment, and other resources. Many academic disciplines require specialized equipment, which can be expensive and not easily accessible to all students. A Library of Things can offer items like scientific instruments, multimedia tools, and virtual reality devices in support of academic excellence through hands-on learning, interdisciplinary learning by offering resources that span various subjects, fostering creativity by experimenting with new tools and technologies. All the while delivering these capabilities in a fiscally responsible way. Such equipment can include, but is not limited to 360 degree camera, virtual reality suites, robotics suites

### b. Makerspace

Wilton-Lyndeborough Cooperative School District will continue to support and seek to augment the makerspace over the next five years. These improvements will take the form of offering opportunities to learn and master various technical skills, including 3D printing, coding, woodworking, electronics, robotics, and any other skills that are deemed valuable in today's technologically driven world.

## 2. Promote Technical Competency

### a. Digital portfolios

Digital portfolios enable students to showcase their work, projects, and achievements in an organized and accessible manner. E-portfolios can help students reflect on their learning journey and present their skills to potential employers or academic institutions, as well as demonstrate technology competencies saving time by not reteaching skills already mastered.

### b. Digital Citizenship

Wilton-Lyndeborough Cooperative School District will seek to augment the digital citizenship education curriculum to educate students about responsible online behavior, cyberbullying, and internet safety. Provide resources for parents and guardians to support digital literacy and safety at home. Continually auditing the content filtering and firewall systems to ensure appropriate internet usage on school premises

### c. Tech Ed

Technology education being a requirement for graduation, Wilton-Lyndeborough Cooperative School District will attempt to fold into the curriculum promising technologies that our graduates are likely to encounter in the professional world. Such technologies include but are not limited to: Low level computing as pertains to industrial controllers and the internet of things, robotics, coding with an emphasis on automation, machine learning i.e. artificial intelligence, and 3D printing.

### d. Extracurricular Tech Ed

Wilton-Lyndeborough Cooperative School District will endeavor to establish several extra curricular clubs in order to build technical competency, gauge interest which may in turn inform class offerings, and inspire interest in a low stakes environment. The benefit of these clubs will be several. Encouraging a culture of peer learning, where experienced members mentor and guide newcomers. Facilitate skill sessions where experienced members or invited experts can teach specific technical skills or introduce new technologies. Organize visits to local tech companies or invite professionals from the industry to share their experiences and insights.

The clubs identified are not a complete list but include Audio-Visual Club, Coding Club, Hardware Club, and Web Development Club.

### 3. Staff Support

#### a. Hardware

Wilton-Lyndeborough Cooperative School District will seek to standardize the devices used by our staff members. Standardized hardware, will allow the IT department to focus on a single set of devices and configurations. This streamlines the training and support process for staff members, as they only need to learn how to use and troubleshoot a specific set of hardware and software. It reduces the learning curve for new employees and ensures that existing staff can access support more efficiently.

Standardization also simplifies maintenance and repairs since the IT team becomes familiar with a specific set of hardware models. They can stock spare parts, perform routine maintenance, and troubleshoot issues more effectively. This minimizes downtime and ensures that staff members can rely on their devices consistently. Standardized hardware will ensure better interoperability and compatibility across different rooms. Bulk purchasing of standardized hardware can lead to cost savings for the school district. On Board computers for projectors and smart boards should be added to the standard hardware package for staff.

#### b. Software

Following the same logic as hardware, Wilton-Lyndeborough Cooperative School District will seek to standardize the software used for general computing tasks. Implementing a standard software suite can significantly benefit staff in a school district, enhancing productivity, collaboration, and efficiency across various administrative and instructional tasks. When all staff members have access to the same set of software applications, it creates a consistent and cohesive technology environment.

All staff members will use the same tools for common tasks like word processing, spreadsheet management, and presentations. This standardization streamlines workflows, as employees are familiar with the software interfaces and features, reducing the learning curve.

The IT department will provide training that will focus on the core features of the software suite, ensuring that all staff are proficient in using the tools essential for their roles. IT support staff can also troubleshoot issues more efficiently since they are dealing with a known set of applications.

#### c. Training

The technology department will endeavor to provide technology training. With the goal of a more tech fluent staff. Online on-demand trainings should be offered. Short micro-lessons will be conducted during staff meetings.

### 4. Technical Infrastructure

#### a. Replacement Cycle/ Calendar

Student and Staff devices will be on a 8 year replacement, purchasing approximately 13% of the total enrollment in new devices yearly. This will be considered the minimum number and will increase to meet the needs of the district.

Device repair will be conducted in-house on those devices not covered by warranty. Understanding that accidents happen, every student will receive at least one full replacement. Remuneration for subsequent repairs will be sought. Common parts will have prices ascribed to them in the event that a subsequent repair is needed the student will be responsible to reimburse the district for the parts necessary for repairs.

In the case of Staff devices minimum standards for technical specifications such as RAM, CPU speed, and storage capacity will be established to inform the need for a replacement. Devices will be kept in service so long as they are capable of fulfilling their purpose, and complying with security mandates.

#### b. Preventative maintenance Calendar

Preventative maintenance will ensure that SAU 63 will not have vestigial devices compromising cybersecurity. An audit of the physical infrastructure will take place at least annually.

Server maintenance, updates, and patching will take place on a weekly basis on Mondays. This is to offset the installation of updates with their roll out Tuesday's and allow time for bugs and emergency patches to be reported and pushed out.

End user devices will be divided into two groups; those devices held in common will be inspected at least monthly to ensure they are up to date. Whereas individual devices will be inspected at least annually.

#### c. Security/Infrastructure Audit Calendar

Audits of security and the wireless network will be conducted by an outside entity once every four years staggered by 2 years. Security will take place the year of mid-term elections. Wireless will take place the year of presidential elections.

### 5. Software for efficiency and productivity.

Within the next five years Wilton-Lyndeborough Cooperative School District will transition to using Alma as a means of aligning with the state's I4SEE reporting platform. Doing so will save time and manpower.

Every opportunity to automate workflows will be taken as a means of not duplicating labor, as well as removing opportunities for faulty data to be introduced to our systems.

### 6. Privacy & InfoSec

As per board policy EHAB: To accomplish the District's mission and comply with the law, the District must collect, create and store information. Accurately maintaining and protecting this data is important for efficient District operations, compliance with laws mandating confidentiality, and maintaining the trust of the District's stakeholders. All persons who have access to District data are required to follow state and federal law, District policies and procedures, and other rules created to protect the information.

A yearly presentation of the district's compliance with the Department of Education's minimum standards will take place no later than June, and efforts will be made to go above and beyond those minimum requirements. Those efforts will be documented in the district's data governance plan.

## 7. Maximize Value

Wilton-Lyndeborough Cooperative School District will utilize technology to collect and analyze data on student performance and engagement. Data analytics will then be used to identify trends, areas for improvement, and tailor educational interventions to meet the needs of individual students.

Every year an allocation of funds appropriate to purchase replacements for a percentage of the technology in use is inversely proportional to that devices' replacement schedule in years. E.g. 20% of all devices on a five year replacement cycle should be purchased.

This technology plan should be reassessed yearly to keep abreast of the latest technology trends and innovations in education. And be adapted to maximize the effectiveness of existing technologies as well as to adapt and evolve the plan as needed.