



## **2012 Technology Bridge Plan Guidance and Template**

Most local education agencies (LEAs) currently have an approved 2008-11 Technology Plan on file with the Minnesota Department of Education (MDE). The 2008-11 Technology Plan is structured to allow LEAs to maintain eligibility for a variety of funding programs through June 30, 2011. As the transition is made to a new web-based system for the 2013-16 Technology Plan submission, a plan is needed to bridge the gap. This 2012 Technology Bridge Plan Guidance and Template is an interim planning process. It provides a framework for LEAs to update their technology plans to extend funding eligibility for the time period of July 1, 2011-June 30, 2012 without creating completely new plans.

### **Plan Development**

If an LEA elects to create a 2012 Technology Bridge Plan, it must use the provided template. Responses to the five identified plan components should include only updates to the content of the LEA's approved 2008-11 Technology Plan. It is not necessary for LEAs to create new technology plans for the purposes of this update. If an LEA does not have an approved 2008-11 Technology Plan on file with MDE, it should use the e-mail contact below to request individualized planning guidance.

[Please visit the Universal Service Administrative Company \(USAC\) Website for more information about technology planning.](#)

### **Plan Submission and Review**

The 2012 Technology Bridge Plan may be submitted at any time until the end of the plan period. They will be reviewed as they are received, and approval letters will be issued. The 2012 Technology Bridge Plans and approval letters will be posted to the MDE Website (address below) as they become available.

[View the approved 2008-11 Technology Plans, the 2012 Technology Bridge Plans and approval letters currently available on the MDE Website.](#)

The 2012 Technology Bridge Plans will be reviewed to determine if the LEA has made a good-faith effort to address updates to each of the five plan components. The attached 2012 Technology Bridge Plan Review Checklist will allow the reviewer to record if this good-faith effort has been made. If not, the LEA will be asked for specific clarifications in order to solicit the information needed for approval.

Please submit completed technology plans and related questions via e-mail to [mde.schooltechplan@state.mn.us](mailto:mde.schooltechplan@state.mn.us)



**2012 Technology Bridge Plan Cover Sheet**

<b>ORGANIZATION INFORMATION</b>	
<b>District/Agency/School (legal name):</b>	<b>MINNEWASKA AREA SCHOOL DISTRICT</b>
<b>District Number:</b>	<b>2149</b>
<b>Technology Plan Status</b>	<b>The district/agency/school has an approved 2008-11 Technology Plan:</b> Yes <input type="checkbox"/> <b>X</b> No <input type="checkbox"/>
<b>IDENTIFIED OFFICIAL WITH AUTHORITY INFORMATION</b>	
<b>Name</b>	GREG OHL
<b>Title</b>	SUPERINTENDENT
<b>Address</b>	25122 STATE HIGHWAY 28, GLENWOOD, MN 56334
<b>Phone Number &amp; E-mail</b>	320-239-4820, GOHL@MINNEWASKA.K12.MN.US
<b>TECHNOLOGY CONTACT INFORMATION</b>	
<b>Name</b>	STEVE SAMPSON
<b>Title</b>	TECHNOLOGY COORDINATOR
<b>Address</b>	25122 STATE HIGHWAY 28 GLENWOOD, MN 56334
<b>Phone Number &amp; E-mail</b>	320-239-4800, EXT.1114, SSAMPSON@MINNEWASKA.K12.MN.US



## 2012 Technology Bridge Plan

**Instructions:** Use the format below to complete your responses. Do not include any attachments or additional materials. Expand text boxes and add rows as needed.

### I. Technology Needs Assessment

Briefly describe recent changes in the technology needs of the school/district and the method(s) used to gather that information.

Software that meets license requirements.  
 There is a need for continued staff development.  
 Further integration of technology into classroom curriculum.  
 Support resources for hardware, software and infrastructure.  
 There is a need to save money on printers, toners, and paper.

### II. Goals and Strategies

List goals and planned strategies for implementing technology in the school/district.

Goal	Related Strategies
Have a smartboard in every classroom.	Grants; building funds; fundraisers
Plenty of training on the use of smartboard use in the classroom.	Bring in trainers; attend service coop training; share information with our colleagues.
Update elementary building.	Replace wiring; increase the speed in the building
Hardware to support the integration of technology in each building.	Dedicated server for smart boards; machine replacement where needed; update all servers and backup process
Save money on printers, toners, and paper	Replace expensive printers with multipurpose copiers; encourage paperless communication
Update the school web page	Implement Share Point

### III. Professional Development Plan

Briefly describe updates or additions to planned technology professional development.

Training will be provided to staff by the technology and the staff development committees. This training will happen throughout the year as workshop time provides. Emphasis will be placed on training in-house staff, who then can provide training or service to the employees of the District.

#### **IV. Budget for Technology**

Summarize the general budget categories for your school districts. This will help demonstrate how the school/district will fund the cost of planned technology services after any E-rate discounts are applied. Also list all the specific services for which you will apply and receive E-rate discounts.

• Equipment/Hardware	\$15,000.00
• Technology Support Staff	\$60,000.00
• Maintenance	\$12,000.00
• Telecommunications/Internet Access	\$56,800.00
• Software	\$27,000.00
• Staff Development	District Staff Development funds

#### **V. Evaluation**

Concisely explain how the implementation of the technology plan will be evaluated.

The technology committee will set a project time-line for all major projects. Implementation of each project will be reviewed during the technology committee meetings based on the time-lines.



**2012 Technology Bridge Plan Review Checklist**

**Instructions:** Mark *Proficient* to indicate that the plan demonstrates a good faith effort to address updates to each of the five plan components. Mark *Not Proficient* to indicate that the plan does not demonstrate a good-faith effort to address updates to each of the five plan components. Note that a plan must be proficient in all five components in order to be approved.

Review Summary	
<b>LEA:</b>	<b>Minnewaska Area Schools</b>
<b>District #:</b>	<b>2149</b>
<b>Review Date:</b>	
<b>Reviewer:</b>	
<b>Approved (Y/N):</b>	
<b>Comments/Clarifications:</b>	

Plan Component	Proficient	Not Proficient
<b>I. Technology Needs Assessment</b>		
<b>II. Goals and Strategies</b>		
<b>III. Professional Development Plan</b>		
<b>IV. Budget for Technology</b>		
<b>V. Evaluation</b>		

Note any clarifications provided by the LEA subsequent to review here.