

Bertha Holt Elementary

770 Calvin Street, Eugene, OR 97401

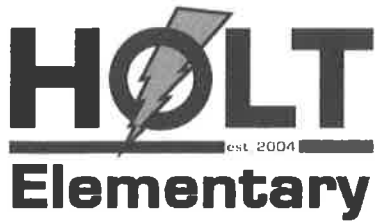
Technology Plan 2014-2015

Draft Date 09/30/2014

Revised 10/30/2014

Technology Leadership Team (TLT) Members;

1. Joyce Smith-Johnson, Principal – Administrative Staff
2. Geoff Parks, 3rd Grade Teacher – Certified Staff
3. Liz Ayres, 5th Grade Teacher – Certified Staff
4. Geoff Henderson, TSS III – Classified Staff
5. Amanda Edgecomb, 2nd Grade Teacher – Certified Staff
6. Katrina Sugar, Kinder Teacher – Certified Staff
7. Leah Willow, 1st Grade Teacher – Certified Staff
8. Jeff Stimler, 4th Grade Teacher – Certified Staff



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Draft Date 02/31/2014

Vision Statement:

Bertha Holt Elementary School believes students should be technologically literate by the time they leave our school. Holt students begin integrating technology into daily learning experiences beginning in kindergarten. While many families possess computers and other technologies, it is the unique obligation of the school to provide instruction to allow students to equitable access these 21st Century teaching tools in the academic arena. By offering a modern and engaging technological curriculum Holt envisions our students being sufficiently prepared with more advanced technology skills when entering 4J's middle schools.

Goals and Objectives:

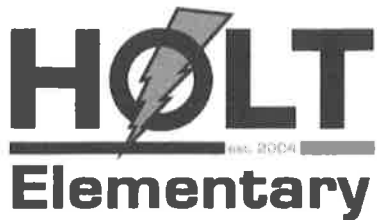
- Demonstrate proficiency in the use of technological tools and devices.
- Select and use technology to enhance learning and problem solving.
- Access, organize and analyze information to make informed decisions, using one or more technologies.
- Use technology in an ethical legal manner and understand how technology affects society.
- Design, prepare and present unique works using technology to communicate information and ideas.
- Extend communication and collaboration with peers, experts and other audiences using telecommunications.





Technology Resources:

Building	Holt Currently has a 32-workstation computer lab of flat-panel iMac desktops, networked printer, and a ceiling mounted LCD projector. Our library also has a ceiling mounted projector, 8 G3 iMac library browsers, and 3 iPads. Our cafeteria and gym are both equipped with sound systems using wireless microphones.
COWs	Holt currently has 7 COWs with a total of 228 laptops computers. COWs are shared among all grades. 2 out of the 7 COWs are ranked as D or F computers (iBooks). 4 of 7 COWs come equipped with networked printers. <ul style="list-style-type: none"> • COW 1 – 32 Macbooks • COW 2 – 28 iBook G4's • COW 3 – 32 iBook G4's • COW 4 – 26 Macbooks/6 Unibody Macbooks • COW 5 – 32 Unibody Macbooks • COW 6 – 36 MacBook Airs • COW 7 – 36 MacBook Airs
Certified	All certified staff at Holt has been issued MacBook Pros, and iPad Retinas.
Classified	Many classified staff has been issued MacBook laptops. All have access by request to MacBook laptops for school use.
Grades K-1	All Grade K-1 classrooms have mounted projectors, document cameras, LightSpeed classroom audio systems, shared sets of 8 iPad minis and 2 iPods per classroom.
Grades 2-3	All Grade 2-3 classrooms have mounted projectors, document cameras, and LightSpeed classroom audio systems. 2 nd grade team has a shared set of iPad minis and iPods.
Grades 4-5	All Grade 4-5 classrooms have mounted projectors, document cameras, LightSpeed classroom audio systems. 4 th and 5 th grade teams have shared sets of 10 iPad minis and classroom sets of iPods.
Specialists	All specialists at Holt are issued MacBooks or MacBook Pros and iPads.



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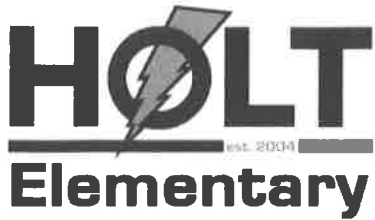
Implementation Timeline:

Action	Category	Timeline	Funding
Provide all staff with laptops and iPads.	Hardware	Completed. Replacement cycles and upgrades TBD.	N/A
Provide all staff with Professional Development opportunities for 21 st century teaching tools.	Professional Development	12/01/2014 – PD Day 05/01/2015 – PD Day PD Days TBA	Instruction Department
Propose staff meeting agendas to include technology training and support.	Technology Training	Commit 10-15 minutes per monthly staff meetings to technology training and/or support	Instruction Department/Technology Staff
Provide all students with equitable access to digital learning tool including laptops and mobile devices	Hardware and software	Current - Ongoing	District Bond Measure PAHS Fundraising
Provide each K-2 nd classroom with 2:1 sets of mobile computer labs with laptops and/or iPads.	Hardware and software	1-2 Years	District Bond Measure PAHS Fundraising
Provide each 3 rd -5 th classroom with 1:1 sets of mobile computer labs with laptops and/or iPads.	Hardware and software	1-2 Years	District Bond Measure PAHS Fundraising

I - Introduce with Practice P - Practice M- Master

Keyboarding	K	1	2	3	4	5
Use informal keyboarding to enter data		I	P		A	A
Use return, esc, space bar, arrow keys	I	IP	M		A	A
Use the Shift and Caps Lock keys		I	P		A	A
Identify and demonstrate finger placement on home row			I	I	A	A
Use two hands on the keyboard				I	A	A
Identify and use punctuation keys			I	P	M	A

General Skills	K	1	2	3	4	5
Be able to locate, launch and quit an application	I	P	M	A	A	A
Choose from the menu using the mouse/trackpad	I	P	M	A	A	A
Use the Dock/Start menu	I	P	M	A	A	A
Name basic computer parts (mouse/trackpad, monitor, keyboard)	I	P	M	A	A	A
Login/out and shut down	I	P	M	A	A	A
Be able to print a file		I	P	M	A	A
Save a file to a specific location		I	P	P	M	A
Locate and open a previously saved file		I	P	P	M	A
Identify and use modifier keys (Command, CTRL S, P, C, X, V)				I	P	P
Switch between multiple open windows				I	P	P
Open & resize multiple application windows to transfer data				I	P	P
Differentiate between save and save as				I	P	P
Care and proper use of computers	I	P	M	A	A	A
Log on/off server			I	P	M	A



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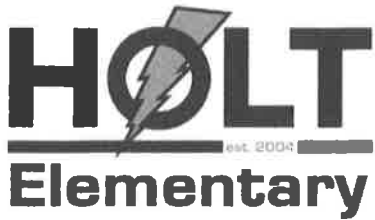
Word Processing	K	1	2	3	4	5
Enter text (alphabet and numbers)				I	P	M
Enter text (words, phrases, and sentences)				I	P	M
Use capitalization and punctuation				I	P	M
Use the delete/backspace and enter feature				I	P	M
Create a new document in a word processing program				I	P	M
Use the cursor to select, add, modify and delete text				I	P	M
Use drop down menus from toolbar to select, add, modify, save, etc.				I	P	M
Text formats: underline, bold, italicize, space text and indent				I	P	M
Insert clipart, pictures				I	P	M
Apply left, right and center justification (alignment)				I	P	M
Apply copy and paste feature				I	P	M
Post doc to a website, blog, wiki, other online environment				I	P	M
Create bullet and number lists				I	P	M
Insert headers and footers						I
Use error correction tools (spell/grammar check)				I	P	M
Use editing tools such as dictionary, thesaurus					I	P

Equipment Use	K	1	2	3	4	5
Identify and use, flash drives, built in video camera & speakers				I	M	A
Use a mouse/trackpad to navigate	I	P	M	A	A	A
Document camera: present work using, use zoom		I	P	M	A	A
Digital camcorder: record video				I	P	M

Graphics	K	1	2	3	4	5
Use drawing tools to create an illustration	I	P	M	A	A	A
Use a template to create and design a graphics project (e.g. simple card, brochure, poster, newsletter)			I	P	P	M
Capture images from the Internet				I	P	M

Presentations	K	1	2	3	4	5
Use a digital slide show to present information				I	M	A
Create a slideshow with basic text and images				I	P	M
Add effects for text, images, and transitions				I	P	M

Multimedia	K	1	2	3	4	5
Record voice using online digital application		I	P	P	P	P
Create a basic movie project				I	P	P



Professional Development:

Category	Action Item	Timeline	PD Cost
All Staff Trainings	Hardware/Software Training via certified and/or classified technology staff	Bi-Monthly	None
PD (Certified)	iOS Software Training via Instruction Department	12/01/2014	
PD (Certified)	SMARTBoard/LightRaise Hardware/Software Training via Instruction Department	05/01/2015	\$14,040.00 (8x \$1,755.00)
PD (Certified)	iOS and Student Apps Training via Instruction Department	TBD	None
PD (Certified)	Ongoing iOS Software Training via Instruction Department	Fall 2015	None
All Staff Training	Mandatory Hardware/Software refresher training via certified and/or classified technology staff, or instruction department	Fall 2015	None

Funding Projections:

Holt currently uses monies from fundraising, fleet, general, and donation funds to purchase and maintain technology. Holt currently has \$9,000.00 earmarked for technology purchases. District Bond Measure funds may provide a substantial portion of our technology funding.

	Desktops	Laptops	iPads/iPods	Doc Cams	Projectors	SMARTBoards
Have	32	269	67/96	26	26	16
Need	0	72	120/0	0	*0	*8

*Holt would like to purchase LightRaise Short Throw Interactive Projectors in lieu of SMARTBoards

Item	Quantity	Cost
Laptops (MacBook Airs)	72	\$55,063.26
iPads/iPad Minis	120	\$35,880.00
LightRaise Interactive Projectors	8	\$14,040.00