

ONSLOW COUNTY SCHOOLS

TECHNOLOGY PLAN



2014-2016

Date Submitted: November, 2013

Approved by the Onslow County Board of Education
April 1, 2014

REQUIRED SUBSTANTIVE COMPONENTS OF THE LOCAL SCHOOL DISTRICT TECHNOLOGY PLAN

Schools, school districts, and libraries that want to apply for Schools and Libraries support, commonly referred to as "E-rate," must first prepare a technology plan. Beginning with FY2011, technology plans are required only for Priority 2 services (Internal Connections and Basic Maintenance of Internal Connections). An approved technology plan sets out how information technology and telecommunications infrastructure will be used to achieve educational goals, specific curriculum reforms, or library service improvements.

A technology plan designed to improve education should cover the entire funding year (July 1 to June 30) but not more than three years. The plan must contain the following elements:

Goals and realistic strategy for using telecommunications and information technology

A professional development strategy

An assessment of telecommunication services, hardware, software, and other services needed

Ongoing evaluation process

Policies

The technology plan must be approved by a USAC-certified technology plan approver before discounted services can begin. The state is the certified technology plan approver for libraries and public schools. www.usac.org, August, 2011.

LEA/Charter Name: Onslow County Schools

LEA/Charter Number: 670

Superintendent Name: Mr. Rick Stout

Superintendent Signature: Rick Stout

Local Board Chair Name: Ms. Pamela E. Thomas

Local Board Chair Signature: Pamela E. Thomas

Person of Contact: Mr. Stacy Lee and Mr. Ross G. Friebel

Telephone: 910-455-2211

Contact Email: stacy.lee@onslow.k12.nc.us / ross.friebel@onslow.k12.nc.us

TABLE OF CONTENTS

Vision	4
Strategic Priorities Overview	5
Priority 1: Shared Services Model	6
Priority 2: Universal Access to Personal Teaching and Learning Devices	9
Priority 3: Access to Digital Teaching and Learning Resources, Including Digital Textbooks	11
Priority 4: Model of Technology-Enabled Professional Development	14
Priority 5: 21st Century Leadership for Your LEA	17
Priority 6: Home Base Rollout	20
Appendices	21

Onslow County Schools' Technology Plan

2014-2016

Vision

“Excellence in Education”

As a system of excellence, Onslow County Schools strives to ensure that our students are globally competitive, led by passionate, creative and technologically-skilled teachers, and involved in innovative and effective programming. Our students are empowered to thrive in a technology and media-driven environment marked by access to an abundance of information and rapid changes in technology and its tools.

Ever changing expectations for educators and their students require learning environments that can meet the needs of all learners. The world for which we are preparing these students is changing exponentially with technology, economic development, and international studies becoming an integral part of the focus for society. Now, more than ever, the task of providing opportunities for all students to be successful is a must. As we investigate a more sustainable 1:1 option, we will continue our Tiered Technology Vision, which promotes access to necessary tools in the hands of our teachers, students, and in our classrooms. Continuing our stride toward excellence, our district will explore and expand our telecommunication and teleconference efforts to better serve our students, teachers, and community members. The education community of Onslow County is diligent in working closely with community partners, parents, business leaders, and local governmental agencies to encourage and strive toward the vision of *“Excellence in Education”*. This vision will continue to keep our system dedicated to preparing future-ready students.

Onslow County Schools Technology Plan

2014 - 2016

Strategic Priorities Overview

While North Carolina's LEAs and schools still lead the nation in use of technology as instructional and administrative tools, visits across the state reveal wide variances in the amount of technology infused in the work of administrators, teachers, and students, as supported by data in Tables 1–3 in Appendix A which highlight technology support, student-to-computer ratio from the state Annual Media and Technology Report, collected in July of 2010, and budgets extracted from LEA Total Cost of Ownership documents across the state (Appendix A). It is the responsibility of LEA and Charter School leadership to provide the best strategic plans to ensure equity is achieved using State School Technology Funds, other state funds, federal funds, and local funds, the Constitution of the State of North Carolina, in Article VII, mandates that ...*equal opportunities shall be provided for all students.*

Equal access to technology and 21st century opportunities are critical to ensuring the success of all North Carolina students. The integration of 21st Century tools will prepare students to be career and college ready. Gordon emphasizes this point in his recent article, *Return to Sender*, where he summarizes several studies which convey that our schools continue to send graduates to the workforce without necessary technology-based *soft skills* demanded by employers. Core content mastery is essential but not inclusive when applying knowledge to *communicate, collaborate, analyze, create, innovate, and solve problems*. North Carolina's students have 24 hour access to technology. However opportunities to implement, integrate and benefit from technology are not supported to capacity. This disconnect between the classroom and the real world leads to uninspired and resistant learners.

Research from the IMPACT study shows that students' exposure to various technologies seems to have improved their literacy and led to growing confidence in their abilities to use technology in a meaningful way (Overbay et al., 2011). Technology is not equitably distributed across our state. Access to teaching and learning technologies does not necessarily lead to equity for staff and students. These technologies must be accompanied by ample professional development. Likewise, high-quality 21st century school and district leadership must also exist across North Carolina to fulfill the promise that all students graduate career and college ready.

The Commission on School Technology recognizes that for all students to be future ready, they must possess equal opportunities for taking full advantage of information and technology resources and tools, and must be taught in a way that maximizes the effective use of these technologies. For this reason, the Commission advises the NCSBE to focus on equitable access to technology in this State School Technology Plan. While many foci are necessary to achieve this goal, the Commission has identified five over-arching priorities: 1) a statewide shared services model for platforms and infrastructure; 2) universal access to individual teaching and learning devices; 3) statewide access to digital teaching and learning resources, including digital textbooks; 4) a statewide model of 21st century professional development; 5) and 21st century leadership for all schools and districts.

Strategic Priority 1: A Statewide Shared Services Model

Current Status and Moving Forward

Onslow County Schools will provide a highly reliable, highly available, and highly robust infrastructure supporting the K-12 education system. Onslow County Schools currently has a 1G internet connection with NCREN and 100 Mb connections for all 37 instructional sites. All campuses are 100% wireless capable with access points available to all classrooms. By adopting more cloud based services with support plans in place, Onslow County Schools will be able to shift valuable resources from a technical support role to more of a support role for instruction and end users. This shift will also result in more efficient use of resources which leads to increased sustainability and reliability. With less reliability on individual system solutions and more on less costly statewide services, economies of scale will be realized and Onslow County Schools will be able to redirect portions of its current budget to more strategic long range instructional enhancements such as a viable 1:1 solution and efforts in a unique video presence initiative.

Strategic Priority 1: A Statewide Shared Services Model

Alignment to Other Plans and Initiatives:

Strategic Priority 1: A Statewide Shared Services Model

Onslow County Schools will utilize and align with the following key initiatives/plans to reach for the vision and complete the strategic priorities of our plan.

ACRE

By participating in the shared services model offerings, Onslow County Schools will better prepare for the transition to online assessments, digital textbooks and universal access to personal teaching devices.

Career and College Ready, Set, Go!

A shared service model offering will assist Onslow County Schools in making sure every student graduates from high school and is truly prepared to succeed in a career, in a two or four-year college or in technical training.

Race to the Top Local and State Scopes of Work

Race to the Top initiatives include taking full advantage of a shared services model and redirecting funding to be used for more instructional enhancements.

1. Statewide Shared Services Model

Suggested Goals/Targets	Year 1 July 1, 2014 – June 30, 2015	Year 2 July 1, 2015 – June 30, 2016	Yearly Evaluation Evaluation Method(s)	DPI Use
Provide equitable and additional access to mobile devices and resources	Complete Wi-Fi build out on all campus to support ubiquitous coverage.	Complete switch infrastructure upgrades to support Wi-Fi build out on all campuses.	Project plan milestone tracking and Wi-Fi performance	
Responsible:	Information Technology Services (IT)	IT		
Provide equitable and additional access to digital resources	Complete implementation of Tier 2 digital classroom district strategy which states all classrooms will have some level of digital resource per classroom. Design video presence delivery solution.	Further implementation of video delivery strategy to support the evolution to a more video-based instructional approach.	Project plan milestone tracking	
Responsible:	IT and School based	IT and School based administration		

Strategic Priority 1: A Statewide Shared Services Model

administration			
Reduce operating costs by facilitating a more strategic budgeting model	Evaluate all shared services offerings and implement those that meet district requirements for identified areas.	Continue to evaluate NCEdCloud Offerings as they become generally available.	Reduced operating expenses
Responsible: Maximize E-rate in support of instructional programs	IT Monitor E-rate 2.0 Progress for additional equipment and service and take full advantage of E-rate support for instructional programs.	IT Continue to monitor E-rate 2.0 Progress for additional equipment and service and take full advantage of E-rate support for instructional programs.	Reduced operating expenses
Responsible: Provide content filtering in accordance with the Children's Internet Protection Act (CIPA).	IT Install shared services content filtering solution for all district provided devices.	IT Ensure content filtering is in place for all mobile devices (student and district provided).	Application reporting
Responsible:	IT	IT	

Strategic Priority 2: Universal Access to Personal Teaching and Learning Devices

Current Status and Moving Forward

Onslow County Schools is taking many paths to universal access to personal teaching and learning devices. We currently have a tiered technology strategic plan that provides all teachers with a laptop (Tier 1). These devices are fully available to the teachers for at school and off premise activities to assist in their teaching. Classrooms continue to be upgraded to contain digital learning and teaching tools which provide authentic learning and teaching opportunities (Tier 2). For students, we have many different plans in place. We have a 1:1 program in place where classrooms are being provided computing devices for student use at school and home (Tier 3). Lastly, we are continuing our “*Personally Owned Device*” (POD) program launched in 19 schools during the 2013/2014 school year and will begin looking into a sustainable 1:1 solution throughout the entire district.

Strategic Priority 2: Universal Access to Personal Teaching and Learning Devices

Alignment to Other Plans and Initiatives:

Strategic Priority 2: Universal Access to Personal Teaching and Learning Devices

Onslow County Schools will utilize and align with the following key initiatives/plans to reach for the vision and complete the strategic priorities of our plan...

ACRE

Onslow County Schools support of universal access will better prepare for the transition to online assessments, digital textbooks and universal access to personal teaching devices.

Career and College Ready, Set, Go!

A shared service model offering will assist Onslow County Schools in making sure every student graduates from high school and is truly prepared to succeed in a career, in a two or four-year college or in Technical training.

Race to the Top Local and State Scopes of Work

Race to the Top initiatives include taking full advantage of a universal access model and redirecting funding to be used for more instructional enhancements.

Priority 2: Universal Access to Personal Teaching and Learning Devices

Suggested Goals/Targets	Year 1 July 1, 2014 – June 30, 2015	Year 2 July 1, 2015 – June 30, 2016	Yearly Evaluation Evaluation Method(s)	DPI Use
Continue 1:1 computing device program	Deploy devices for student use as devices become available. Begin sustainable 1:1 solution.	Deploy devices for student use as devices become available. Expand sustainable 1:1 solution.	Project plan milestone tracking	
Responsible:	Instructional Technology Facilitators (ITFs) and IT	ITFs and IT		
Increase overall access to personal learning devices.	Continue Personally Owned Device (POD) program and a sustainable 1:1 solution.	Increase scope to include all schools in the POD and expand the sustainable 1:1 program.	Project plan milestone tracking	
Responsible:	ITFs and IT	ITFs and IT		
Utilize Personal Learning Devices to promote student owned learning.	Enhance mobile device utilization and instructional methods for students, teachers, and administrators.	Expand mobile device utilization and instructional methods for students, teachers, and administrators.	Third party research evaluation results	
Responsible:	ITFs	ITFs		

Strategic Priority 3: Statewide Access to Digital Teaching and Learning Resources, Including Digital Textbooks

Current Status and Moving Forward

Onslow County Schools currently utilizes digital learning and teaching resources at all levels. Digital resources allow students to access information quickly and efficiently. These resources, which take the place of standard books, allow for any time access to information. Classrooms are utilizing the standard textbooks and online formats, which makes the information more accessible to all students.

Procured open educational resources provide a cost effective means in which teachers and students can access quality content. Onslow County Schools currently utilizes eBooks, NCVPS, SAS Curriculum Pathways, EVAAS, NC WiseOwl, Discovery Education, and Home Base. Data and resources provided in Home Base will continue to be utilized and evaluated to guide and to enhance instruction. The expansion of our 1:1 initiatives will allow access to more digital and relevant content more efficiently. Our video presence program will provide students and teachers with more digital resources to enhance student understanding by addressing the different learning styles of our students. Professional Development will be designed and implemented to address the benefits of these many resources.

Strategic Priority 3: Statewide Access to Digital Teaching and Learning Resources, Including Digital Textbooks

Alignment to Other Plans and Initiatives:

Strategic Priority 3: Statewide Access to Digital Teaching and Learning Resources, Including Digital Textbooks

Onslow County Schools will utilize and align with the following key initiatives/plans to reach for the vision and complete the strategic priorities of our plan...

ACRE

Onslow County Schools support of universal access will better prepare for the transition to online assessments, digital textbooks and universal access to personal teaching devices.

Career and College Ready, Set, Go!

A shared service model offering will assist Onslow County Schools in making sure every student graduates from high school and is truly prepared to succeed in a career, in a two or four-year college or in Technical training.

Race to the Top Local and State Scopes of Work

Race to the Top initiatives include taking full advantage of a universal access model and redirecting funding to be used for more instructional enhancements.

3: Statewide Access to Digital Teaching and Learning Resources, Including Digital Textbooks

Suggested Goals/Targets	Year 1 July 1, 2014 – June 30, 2015	Year 2 July 1, 2015 – June 30, 2016	Yearly Evaluation Evaluation Methods(s)	DPI Use
Shift from traditional print and paper-based resources to affordable, current online resources	Increase the availability and access to digital textbooks and resources. Expand the 1:1 initiatives and investigate cost-friendly web based programs and tools. Launch video presence program.	Continue to improve the 1:1 initiative infrastructure and resources. Provide training for teachers on pedagogy shift. Expand video presence program.	Project Plan Tracking	
Responsible:	ITFs, Administration, Teachers, IT	ITFs, IT, Administration, Teachers		
Utilize procured resources within NC Wise Owl, Home Base and other open education resources	Continue to support and utilize procured resources and research new content and information designed to benefit teachers and students.	Design and implement Professional Development to address the benefits of these resources.	PD attendance (prior approvals, rosters, agendas) STNA results, SpeakUp data, and OCS	

Strategic Priority 3: Statewide Access to Digital Teaching and Learning Resources, Including Digital Textbooks

Responsible:	Teachers and ITFs	Teachers and ITFs	ASSIST data
Use digital content aligned specifically to Common Core and NC Essential Standards	Research online textbooks and resources that align with the CC and NC ES. Utilize Discovery Education, Rubicon Atlas, and Home Base.	Continue to evaluate and procure quality resources.	Program/Usage Reports, STNA results, SpeakUp data, and OCS ASSIST data
Responsible: Ensure equity to digital teaching and learning resources from school to school in your LEA.	ITFs, teachers, Administration Strengthen connectivity in all schools. Provide professional development in technology integration. Encourage grant participation. Complete SpeakUp and AMTR then evaluate results.	ITFs, teachers, Administration Continue to offer enhanced professional development based on AMTR, STNA, and SpeakUp results. Monitor and improve school connectivity, evaluate grant participation.	PD attendance (prior approvals, rosters, agendas), AMTR, SpeakUp data, STNA results and Wi-Fi performance
Responsible:	ITFs, Teachers, Administration, Information Technology	ITFs, Teachers, Administration, Information Technology	

Strategic Priority 4: A Statewide Model of Technology-Enabled Professional Development

Current Status and Moving Forward

Instructional technology is now, more than ever, an essential and effective teaching skill. Professional development is the catalyst to transform teaching practices that effectively use technology. Onslow County Schools provides professional development through a variety of resources. Teachers, administrators, and staff have the opportunity to attend state and national conferences, participate in on-line courses, and receive one-on-one instruction and system-level staff development.

Locally, the district provides technology staff development through the Division of Media and Instructional Technology Services (MITS), composed of a Media and Instructional Technology Director, Media and Instructional Technology Coordinator, 11 Instructional Technology Facilitators, and 11 Instructional Technology Coaches (ITC). While the state has recommended that each school employ a facilitator, funding prevents full implementation of that model. To better serve our students and teachers, all schools should have the same access to these support positions. Even with the increasing need of additional Instructional Technology Facilitators and IT Support Personnel, the district will continue to provide opportunities for professional development offered at both the school and district levels.

Strategic Priority 4: A Statewide Model of Technology-Enabled Professional Development

Alignment to Other Plans and Initiatives:

Strategic Priority 4: A Statewide Model of Technology-Enabled Professional Development

Onslow County Schools will utilize and align with the following key initiatives/plans to reach for the vision and complete the strategic priorities of our plan...

ACRE

Onslow County Schools support of universal access will better prepare for the transition to online assessments, digital textbooks and universal access to personal teaching devices.

Career and College Ready, Set, Go!

A shared service model offering will assist Onslow County Schools in making sure every student graduates from high school and is truly prepared to succeed in a career, in a two or four-year college or in Technical training.

Race to the Top Local and State Scopes of Work

Race to the Top initiatives include taking full advantage of a universal access model and redirecting funding to be used for more instructional enhancements.

4: A Statewide Model of Technology-Enabled Professional Development

Suggested Goals/Targets	Year 1 July 1, 2014 – June 30, 2015	Year 2 July 1, 2015 – June 30, 2016	Yearly Evaluation	
			Evaluation Method(s)	DPI Use
Implement a plan for embedded technology-enabled professional development for teachers and administrators.	Professional development is offered in the fall and spring of each school year and during the summer when funds are available. Schools use the STNA and Speak Up survey to design PD for teachers in the individual school settings.	Continue model of PD offerings based on the STNA results, SpeakUp data, and emerging technologies in education.	PD attendance (prior approvals, rosters, agendas), STNA and SpeakUp results	
Responsible: Support models that promote and further the ideals of technology-enabled and integrated professional development	ITFs Envision opportunities for professional development that include the use of innovative and emerging tools integrated into daily classroom lessons. (Tools include: labs, mobile	ITFs Envision/Develop additional opportunities for Technology Professional Development.	Teacher evaluations, diverse PD offerings, PD attendance (prior approvals, rosters, agendas)	

Strategic Priority 4: A Statewide Model of Technology-Enabled Professional Development

	devices, cloud initiatives, 3D Technology, video conferencing/streaming, etc.).		
Responsible: Prepare media specialists and instructional technology facilitators to support digital reform.	ITFs, IT, Administration, Teachers	ITFs, IT, Administration, Teachers	PLC attendance, CEUs
	OCS promotes the integration of professional learning opportunities for media coordinators and all licensed staff. The media specialists meet monthly in a K-12 setting to work on a seamless plan for goals in their geographic districts. ITCs participate in a PLC provided by the OCS Division of Media and Instructional Technology Services.	Continue to provide professional learning opportunities for media coordinators and all licensed staff. The media specialists meet monthly in a K-12 setting to work on a seamless plan for goals in their geographic districts. ITCs will participate in a PLC provided by the OCS Division of Media and Instructional Technology Services.	
Responsible: Prepare staff for online assessment delivery.	Directors and Coordinators	Directors and Coordinators	Hardware/Infrastructure assessments, STNA results, Wi-Fi performance
	Continue to evaluate and improve the needs of each school to successfully implement the transition to online assessments.	Continue trainings for teachers/staff on the administration of the state assessment based on the design of the assessments.	
Responsible: Provide ongoing support and professional development necessary for use of data to inform instruction.	IT and ITFs	ITFs	EOG/EOC data, EVAAS reports, Home Base data
Responsible:	School and Testing Admins	School and Testing Admins	

Strategic Priority 5: 21st Century Leadership for All Schools and Districts

Current Status/Moving Forward

At the district level, instructional technology facilitators provide support, training, and guidance to teachers, students, and school personnel wishing to implement new strategies and skills. The current vision is to expand our telecommunications initiatives, continue the emphasis on student 1:1 initiatives, and to further that vision with POD (Personally Owned Device). For 2013-2014 school year, 19 schools were model schools for the POD program. While POD is still in place the district will be looking into a much more sustainable, long term 1:1 plan.

Through the increased use of digital, innovative tools such as interactive whiteboards, instant response systems, and Internet resources, our schools will ensure our students are well-equipped to become successful future-ready citizens. Partnerships with organizations such as the Friday Institute, Wireless Reach, SMART Technologies, and Connect View assist in providing opportunities and resources for our students to be globally aware and globally ready.

Strategic Priority 5: 21st Century Leadership for All Schools and Districts

Alignment to Other Plans and Initiatives:

Strategic Priority 5: 21st Century Leadership for All Schools and Districts

Onslow County Schools will utilize and align with the following key initiatives/plans to reach for the vision and complete the strategic priorities of our plan...

ACRE

Onslow County Schools support of universal access will better prepare for the transition to online assessments, digital textbooks and universal access to personal teaching devices.

Career and College Ready, Set, Go!

A shared service model offering will assist Onslow County Schools in making sure every student graduates from high school and is truly prepared to succeed in a career, in a two or four-year college or in Technical training.

Race to the Top Local and State Scopes of Work

Race to the Top initiatives include taking full advantage of a universal access model and redirecting funding to be used for more instructional enhancements.

5: 21st Century Leadership for All Schools and Districts

Suggested Goals/Targets	Year 1 July 1, 2014 – June 30, 2015	Year 2 July 1, 2015 – June 30, 2016	Yearly Evaluation Evaluation Method(s)	DPI Use
Create and lead a vision for 21 st century education	“Excellence in Education”	Evaluate the vision to determine its continued relevance to a globally and technologically rich education	Reports from administration	
Responsible: Create 21 st century learning cultures	Administration and Executive Staff Promote and expand POD and 1:1, cloud initiatives, and access to digital resources through the video presence initiative.	Administration and Executive Staff Evaluate and address the needs of POD, 1:1, cloud initiatives, and access to digital resources, and to enhance our video presence/communications initiative.		STNA, Wi-Fi performance, AMTR
Responsible: Administration, ITFs, IT Teachers		Administration, ITFs, IT, Teachers		

Strategic Priority 5: 21st Century Leadership for All Schools and Districts

Develop strategic partnerships with community and business to promote 21st Century learning.	SIT (System Involvement Team) and QC (Quality Council) and partnerships with the Friday Institute, Wireless Reach, SMART Technologies, Connect View.	Expand the community and global partnerships.	Progress Plan Tracking
Responsible:	Directors, Coordinators, Administration	Directors, Coordinators, Administration	

Strategic Priority 6: Home Base Rollout

Priority 6: Addendum

Home Base Rollout in Onslow County Schools

Onslow County Schools' vision for Home Base implementation is to use the tools to support the instructional planning, assessment and PLC protocols across our system. This would mean that teachers across Onslow County Schools would be able to share resources electronically and all could benefit from one another in providing quality instruction to our students.

We are planning for our staffs across all sites to have access for the beginning of the 2013-14 school-year. We plan to couple some of our existing programs/processes into Home Base in order to continue our current efforts and benefit from anything new being provided. Our staff has been through a series of professional developments that focus on current tools that we are now realizing benefits. We are concerned that eliminating these at this point would be detrimental and possibly have negative impact on our teachers. So this balancing act of new and old will present our greatest challenge as we integrate the Home Base for Onslow County Schools.

Our current plans include the evaluation of all optional components of Home Base. Through our status as a Partner District, we will provide more detailed training to all staff so a more thorough evaluation can be completed. If these evaluations proof successful, our plans are to opt in to the optional components and sign the Memorandum of Understanding by March, 2014. If the evaluations do proof successful, we do plan to utilize Race to the Top funding to forward pay the \$4.00 per student fee for the optional components.

We have committed a district team to the evaluation and implementation of Home Base for Onslow County Schools. The resources include our district data manager, Human Resources Director, Media and Instructional Technology Director and Chief Technology Officer.

Appendix A: Policies and Procedures
Onslow County Technology Plan
Policy and Procedures Implementation Chart

Policies, Procedures, & Guidelines	LEA Policy Code or Procedure	LEA Adoption, Implementation or Revision Date
Policies Required		
A. Materials Selection Policy including internet resources (GS §115c-98(b))	3200	03/2009
B. Disposal of Equipment / Replacement of Obsolete Equipment (GS §115c-518)	9410	06/2006
C. Hardware and Software Procurement (GS § 115c-522, 115c-522.1)	3220	03/2009
D. Copyright and Plagiarism Policy (PL §94-553, 90 Stat. 2541),	3230/7330	06/2000
E. Acceptable Use Policy (PL §106-554) (including existing 1:1, bring your own device)	3225/7320	01/2011
F. Equipment/Materials Donation Policy (GS §115C-518)	8220	02/2006
G. Data Privacy Policy (20 U.S.C. § 1232g; 34 CFR Part 99 (FERPA))	4700/7315	2/2008 – 6/2000
H. Inventory Control Policy (GS §115c-539, 115c-102.6A-C(5))	9230	06/2006
I. Access to Services Policy (GS §115c-106.2)	3227/7322	02/2010
J. Online Assessment and Instruction Policy	Code Name/#	Month/Year
K. Advertising and Commercialism Policy (GS §115c-98) (Procurement and gifts ethics)	5240	06/2006
L. Internet Safety and Ethical Use including Cyberbullying and Harassment (CIPA, FERPA, GS 115C-407)	3225/7320	01/2011
Procedures		
A. Hardware and Software Deployment	3220	03/2009
B. Equipment maintenance and repairs	Requesting Assistance Form/Website	
C. Outdated Resources and Equipment Replacement	9410	06/2006
D. Disaster Recovery of Data and Hardware	3220	03/2009
E. Administration of Online Courses	NCVPS ELA Handbook	
F. Administration of Online Assessment (Locally identified procedures)		

Appendix B
Onslow County Schools
Technology Planning Committee/MTAC

Member	Job Title/Position
Mr. Stacy Lee	Chief Technology Officer
Mr. Ross G. Friebel	Director of Media & Instructional Technology Services
Mr. John Shannon	Director of Career & Technical Education Services
Ms. Shari Estep	Coordinator of Media & Instructional Technology Services
Ms. Gretchen Robinson	Instructional Technology Facilitator
Mr. Stephen Taylor	Instructional Technology Facilitator
Mr. Michael Elder	Director of Academic Innovation

Appendix C

Approval Checklist

This checklist will be used by your consultant while reviewing and approving for movement to the State Board for approval:

Complete	NCSSTP Elements	Components
<input checked="" type="checkbox"/>	Signature Page	
<input checked="" type="checkbox"/>	Title Page	
<input checked="" type="checkbox"/>	Table of Contents	Preliminary Components
<input checked="" type="checkbox"/>	Committee List	
<input checked="" type="checkbox"/>	Vision Statement/Narrative	
<input checked="" type="checkbox"/>	Strategic Priorities Narrative	
<input checked="" type="checkbox"/>	Priority 1 Elements Complete*	1. The plan establishes clear goals and a realistic strategy for using telecommunications and information technology to improve education.
<input checked="" type="checkbox"/>	Priority 2 Elements Complete*	3. The plan includes an assessment of the telecommunication services, hardware, software, and other services that will be needed to improve education.
<input checked="" type="checkbox"/>	Priority 3 Elements Complete*	
<input checked="" type="checkbox"/>	AMTR (Annual Media and Technology Report) Complete and Periodically updated	Count/Inventory requirement
<input checked="" type="checkbox"/>	Priority 4 Elements Complete*	2. The plan has a professional development strategy to ensure that staff knows how to use these new technologies to improve education.
<input checked="" type="checkbox"/>	Priority 5 Elements Complete*	
<input checked="" type="checkbox"/>	Utilization of Cloud Resources	4. The plan includes an evaluation process that enables the school to monitor progress toward the specified goals and make mid-course corrections in response to new developments and opportunities as they arise
<input checked="" type="checkbox"/>	Alignment to 3 key initiatives	
<input checked="" type="checkbox"/>	Use of required evaluation tools	
<input checked="" type="checkbox"/>	All objectives measureable	
<input checked="" type="checkbox"/>	All addressed	
<input checked="" type="checkbox"/>	Current	
<input checked="" type="checkbox"/>	Board approval dates included	
<input checked="" type="checkbox"/>	LEA Policy Noted and Posted	

*Questions answered in narrative, alignments complete, targets addressed.

Notes:
