

# Presbyterian Pan American School

---

## Technology Plan 2012-2015

July 1, 2012—June 30, 2015

June 5, 2012

Entity # 91070

ESC Region 2  
District Number 137-173001

PO Box 1578  
Kingsville, TX 78364  
223 N FM 772  
Phone: 361.592.4307  
Fax: 361.592.6126

President  
James H. Matthews

Chief Financial Officer  
Greg Hopper

School Principal  
Ellie Perez

Technology Coordinator  
Wenceslao Almanza  
walmanza@ppas.org  
Phone: 361.592.4307  
Fax: 361.592.6126

## Vision Statement

Presbyterian Pan American School envisions technology enabling educators and learners the opportunity to maximize their growth and productivity as contributing members of society. Pan American will enable all students, including distance learning students and educators to access, evaluate, and apply information and knowledge in support of the learning and instructional goals of Presbyterian Pan American School.

By infusing technology into the teaching and learning process, Pan American students will demonstrate proficiencies in critical thinking, problem solving skills, communicating information effectively, and technological literacy. Staff development empowering teachers to use innovative teaching techniques using technology as a delivery system will help meet the needs of diverse learners, and ensure that Pan American graduates are admitted into a university or school of their choice.

To support the mission of Presbyterian Pan American School, the school provides:

- Access to information on teacher workstations with multimedia computers and administration offices.
- Access for electronic mail for announcements and software for grade reporting.
- Access to library resources for the classrooms and campus community.
- Campus wide connectivity to the Internet.
- Networked student computer stations with two multimedia computers for each classroom with appropriate software and access to library resources.
- A T1 line for access to the Internet for every classroom, Library, and administration.
- A multimedia library with an automated card catalog with eight networked computers and two work stations comprised of seven networked multimedia computers with appropriate DVD software that are accessible to the classrooms.

## Mission Statement

We believe that technology for Presbyterian Pan American School will...

- be a tool to aid teachers in teaching and students in learning.
- be a fundamental part of the educational delivery system.
- allow for an interactive environment that fosters innovation.
- be a vehicle which will enhance the experience of all students.
- provide an interactive network for global education.
- develop the technology and technical skills needed for students to be successful in life.
- provide a means for the community to access technology and develop related skills.

Presbyterian Pan American School is committed to a level of educational excellence that will guarantee that every student will have the opportunity to develop to his or her maximum potential.

## **Technology Goals**

1. Presbyterian Pan American School is to use technology as a tool to improve student motivation and learning.
2. Faculty and staff will maximize student achievement with the use of technology by focusing on teaching students at their instructional level using best instructional strategies.
3. Presbyterian Pan American School will continue to provide a wide variety of resources, materials, supplies, and staff development to integrate new strategies into the curriculum.
4. Staff will continue to explore methods for our distance learning program, such as video conferencing, on-line classes and dual-credit classes with the local college.

## **Technology Plan Committee**

Ellie Perez  
Wenceslao Almanza  
Desiree Alegria  
Don Turner

## Technical Design

Seven buildings are networked (classroom building, library, administration building, science building, south wing building, arts building and dining hall) to provide students, faculty and staff access to information on the Internet, Intranet, Library's Follett system, ESC-Region2, and other resources.

The Main Distribution Frame (MDF) is located in the technology center. It contains the application and file servers as well as the Voice over IP system server. It also contains the system's firewall, wireless controller and content filtering appliances.

Seven Intermediate Distribution Frames (IDF) connect all the networked buildings back to the MDF. IDF 1 provides 46 connections for 13 rooms—including the computer lab. IDF2 provides 36 connections for 14 rooms. IDF3 provides 19 connections for 3 rooms. IDF4 provides 14 connections for 4 rooms. IDF5 provides 6 connections for 2 rooms. IDF5 provides 12 connections for six rooms. IDF6 provides 8 connections for 3 rooms. IDF7 provides 10 connections for 3 rooms. Connections are for student, faculty and staff use. Each classroom has four connections (one for instruction and three for student use). Wireless access is available in all networked buildings.

A wireless mesh network will be added to the current system to enable Internet access capability to most of the campus. This will include access in the boy's dormitory, girl's dormitory, campus houses, chapel, and the campus grounds around those buildings.

The technology center is in a secure location with limited access. It houses all the servers, and hardware for the operation of the network. The status of each server is reviewed on a daily basis by the network administrator. Routine maintenance is preformed on a monthly basis and major upgrades are preformed primarily during the summer.

## Professional Development

Resources for professional development include the Educational Service Center Regions 2, Educational Media Co-Op and Discovery Education, webinars and other on-line staff development, teleconferencing, program-specific trainers such as Renaissance Learning for Accelerated Reader and Math, and campus personnel.

Professional development will address both individual and group needs. Methods of training will be dependent upon the individual or group addressed and the topics addressed. Training will be documented through sign-in sheets and copies of in-service certificates. Documentation of training will be kept by the immediate supervisor.

## Budget

The portion of the cost of items and services purchased through E-rate but not covered by E-rate will be paid from the school's general operating budget. Funds for purchasing software and hardware are part of the technology budget, a line item in the school's general operating budget. The salary of the network administrator is part of the salaries budget, a line item in the general operating budget.

## Year I

Upgrade T1 up to 6/7 Mbps  
Smartboards for classrooms (3)  
1 projector  
3 PCS for computer lab  
4 laptops  
15 USB's  
Video camera  
12 speakers for laptops  
2 at least 47" TVS 1- for room 2, 1-For announcement board  
Purchase LCD monitors (5)  
Purchase hardware, software, and installation supplies.  
Upgrade and enhance existing computer labs and software.  
Add additional servers (MS Exchange, Data file, backup system, library system)  
Provide wireless access for the entire campus.  
Provide ongoing training in the function and use of technology as updated.  
Purchase maintenance contracts to support hardware and software.  
Purchase/ obtain 2 laser printers  
Actively seek grant funding.  
Apply for E-Rate.

**Estimated Costs: 246,861**

## Year II

Purchase Smartboards for classrooms (1)  
Provide ongoing training in the function and use of technology as updated.  
Purchase maintenance contracts to support hardware and software.  
Add additional servers (MS Exchange, Data file, backup system, library system)  
Upgrade and enhance existing computer and software.  
Purchase LCD monitors (5)  
Purchase projector (1)  
Purchase/ obtain 2 laser printers  
Actively seek grant funding.  
Apply for E-Rate.

**Estimated Costs: 198,852**

## **Year III**

Purchase Smartboards for classrooms (1)

Provide ongoing training in the function and use of technology as updated.

Purchase maintenance contracts to support hardware and software.

Add additional servers (MS Exchange, Data file, backup system, library system)

Upgrade and enhance existing computer and software.

Purchase LCD monitors (5)

Purchase/ obtain 2 laser printers

Purchase tablets (12)

Actively seek grant funding.

Apply for E-Rate.

**Estimated Costs: 199,952**

## **Evaluation Process**

Technology implementation is a continuous process that must adapt to the school's changing circumstances and includes evaluation. Continuous evaluation will also facilitate making changes if aspects of the plan are not working. The technology committee will consist of the Technology Coordinator, Chief Financial Officer, one faculty member and School Principal. Even though this is our technology committee observations both positive and negative, that have been made by students and teachers using technology are the most helpful and will be considered.

Presbyterian Pan American School  
Technology Plan 2012-2015

Goal 1: Staff Development

Presbyterian Pan American School is to use technology as a tool to improve student motivation and learning.

	<b>Objectives</b>	<b>Activities</b>	<b>Time Frame</b>	<b>Personnel</b>	<b>Estimated Cost</b>	<b>Evaluation</b>
1.1	PPAS will provide training in the function and use of telecommunications systems	Provide in-service to utilize Internet, Intranet, Community involvement through: Home page Student Publications Library resources	2012-2015	Principal, Librarian , Network Administrator	500 per year	Workshops  Campus notices issued through intranet e-mail  Sign-in sheet
1.2	The school will provide training in the function and use of computers	Provide in-service to teach computer utilization for all faculty and staff	2012-2015	In-service workshops Peer-mentoring	1000 per year	Lesson plans document use of technology as mandated in TEKS
1.3	The school will provide training in the infusion of technology in the curriculum	Provide in-service to all teaching staff using TEKS strands in curriculum  Provide staff development for special populations	2012-2015	Principal, Teachers	600 per year	Lesson plans on file using technology applications TEKS
1.4	The school will provide training in the use and function of Smart Boards, Discovery Education and integrate Technology Application TEKS at each grade level and subject.	Provide in-service to teachers on the use of the SmartBoard, Discovery Education to use as supplement curriculum	2012-2015	Principal, Network Administrator	800 per year	Faculty/ Student use of applications
1.5	Provide the faculty, staff, students, and parents, development on Internet policy & copyright laws for software and electronic media.	Provide trainings, workshops and distribute student handbooks for awareness for the technology utilization for faculty, staff, students and parents	2012-2015	Principal	500	Workshops, trainings, acknowledgement of receipt of handbooks
1.6	The School will provide a Technology Coordinator	Coordinate training and assist in maintaining network and software inventory	2012-2015	Principal	17,000 per year	Training evaluations, maintenance of network and computers. Inventory software

Goal 2: Curriculum

Faculty and staff will maximize student achievement with the use of technology by focusing on teaching students at their instructional level using best instructional strategies.

	<b>Objectives</b>	<b>Activities</b>	<b>Time Frame</b>	<b>Personnel</b>	<b>Estimated Cost</b>	<b>Evaluation</b>
2.1	The school will expand and incorporate the use of telecommunications in curricular areas	Require research activities for students on Internet.	2012-2015	Teachers	None	Projects using the Internet, Student portfolios, online course. Curriculum units to achieve objectives in TEKS.
2.2	Provide and use of technology to enhance teaching and learning	Purchase of DVD, camcorder, digital camera, scanner, nooks, tablets, and kindles for use in multimedia applications.	2012-2015	Teachers, Librarian, Network Administrator	18,700 year 1 5,350 year 2 6,250 year 3	Student achievement and interest as evidenced by project evaluations.
		Purchase 4 Smart Boards, 4 laptops, and 1 projector per year		Librarian, Network Administrator		Students are able to view teacher and student multimedia presentations.
		Upgrade Accelerated Reader, Star Reading assessment via LAN. Purchase Career Exploration Curriculum Program	2012-2015	Principal, Network Administrator	1,000 per year	Student Data
2.3	The school will expand and incorporate the use of technology in the classroom	Provide technology for students in the classroom.	2012-2015	Network Administrator	4,000 per year	Students will access LAN and Internet in all classrooms.
2.4	The school will disperse computer literacy throughout the curriculum to integrate multimedia technology	Curriculum will include word processing information retrieved, problem solving, and multimedia projects	2012-2015	Principal, Teachers	None	Projects using multimedia technology



	<b>Objectives</b>	<b>Activities</b>	<b>Time Frame</b>	<b>Personnel</b>	<b>Estimated Cost</b>	<b>Evaluation</b>
2.5	The school will continue to teach and expand data processing, computer programming, multimedia, computer science and technology at the high school level.	To offer and expand microcomputer applications, computer science and web design	2012-2015	Principal, Teachers	1,200 per year	Expanded and new courses in curriculum
		Enrichment courses such as desktop publishing, presentation software, and web page development	2012-2015	Computer Teacher	500 per year	
2.6	Technology strand in TEKS will be incorporated into 9-12 curriculum	Provide applications, software instruction and use of the library's on-line catalog system.	2012-2015	Principal, Librarian	2,500 per year	Teacher lesson plans and student projects
		Purchase server for Follett system	2012		5,000	
2.7	The school will continue to provide and expand computer technology in Journalism class	Upgrade Photoshop, word processing, desktop publishing, and digital editing. Purchase Indesign for journalism	2012-2015	Journalism, English/Language Arts Teachers	1,200 per year	Yearbook, school newspaper & newsletter will be produced with computer technology
2.8	The school will provide Career Explorer	Purchase Career/ College Board Curriculum as supplemental materials	2012-2015	Counselors Teachers	1,000 year 1	Students will explore careers and take career/personalities interest inventories.

Goal 3: Resources

Presbyterian Pan American School will continue to provide a wide variety of resources, materials, supplies, and staff development to integrate new strategies into the curriculum.

	<b>Objectives</b>	<b>Activities</b>	<b>Time Frame</b>	<b>Personnel</b>	<b>Estimated Cost</b>	<b>Evaluation</b>
3.1	School LAN to provide access to the Internet, databases, intranet, on-line catalog, TLC, voice over IP and other resources	Networking from centralized resources	2012-2015	Network Administrator	79,380 per year	Classrooms will continue to have access to Internet and LAN resources.
3.2	Provide telecommunications/ internet access and on-line resources	Telecommunications, T1 & dial-up accounts, Edline & Gaggle services	2012-2015	Network Administrator	100,060 year 1 70,722 year 2 & 3	Monitor operations and use of services.
3.3	The school will increase accessibility to telecommunication systems in the areas of academics & student life	Upgrade Centralized LAN in Library, connection with ESC2, connection to all classrooms	2012-2015	Principal, Network Administrator	1,500 per year	Access to Internet, Universities, museums, etc. for all classrooms.
		Provide online access for information retrieval in the Library for all areas of the curriculum.	2012-1215	Network Administrator		Student's use of online resources for research to increase achievement and interest.
3.4	Accessibility to technological resources will be provided through an inventory of hardware and software.	Update inventory current hardware and software. Centralize and catalog available and current software for school use and make it available to staff	2012-2015	Network Administrator	None	Current Inventory  Current Catalog
3.5	Purchase/ Renewal of maintenance contracts will support software.	Purchase maintenance contracts	2012-2015	Principal, Librarian, Network Administrator	None	Software operates efficiently
3.6	The school will purchase hardware, software, and installation supplies campus wide	Prepare specifications and request bids.	2013-2015	Principal, Librarian, Network Administrator	10,000 per year	Cost effective hardware, software, maintenance, and installation supplies.
3.7	The school will improve staff and student access to hardware technological resources in the classrooms & offices.	Purchase 2-47" TVs & 4 Blue Ray players & one classroom set of tablets (24)	2012-2015	Principal, Librarian, Network Administrator	1,700 year 1 200 year 2	TVs, Blue ray players and student reading.
3.8	The school will provide additional multimedia networked computers for instructional purposes	Purchase one multimedia computer and two printers per year	2012-2015	Principal, Network Administrator	1,600 per year	100% of teachers are proficient in computer use, evidenced in lesson plans, grade book, tests

Presbyterian Pan American School  
Technology Plan 2012-2015

	<b>Objectives</b>	<b>Activities</b>	<b>Time Frame</b>	<b>Personnel</b>	<b>Estimated Cost</b>	<b>Evaluation</b>
3.9	The school will promote awareness of school functions, objectives, and student projects throughout technological resources.	Publish newsletter, school newspaper, and yearbook and student projects posted on school website.	2012-2015	Teachers Network Administrator	None	Newsletters, school newspaper & yearbooks are published for community viewing. Student projects are on school website.
3.10	The school will provide access to library resources (server)	Library resources accessible on-line through home page on TLC and on LAN	2012-2015	Librarian Network Administrator	None	Community has access to library resources.
3.11	The school will upgrade centralized computer labs and needed software	Purchase computers and needed software	2012-2015	Principal Network Administrator	2,700 year 2 2,700 year 3	Computer Labs
3.12	The school will continue to provide and constantly upgrade technology as a tool to improve, motivate and increase student learning	Facilities will be changed to accommodate technology for computers and cabling network	2012-2015	Principal Network Administrator	None	Technology infused curriculum

Goal 4: Distance Education

Staff will continue to explore methods for our distance learning program, such as video conferencing, on-line classes and dual-credit classes with the local college.

	<b>Objectives</b>	<b>Activities</b>	<b>Time Frame</b>	<b>Personnel</b>	<b>Estimated Cost</b>	<b>Evaluation</b>
4.1	Apply for SACS accreditation	Ensure program meets SACS standards	2012-2015	Principal, Distance Education Administrator	\$350 application fee plus \$2,500 annual fee	SACS Accreditation Process Review
4.2	Expand the blended learning opportunities for resident students	Increase the number of courses available online; provide computers to students who do not have individual access	2012-2015	Principal, Distance Education Administrator	\$12,000	Number of course options available for resident students
4.3	Expand the learning opportunities for distance education students	Increase the number of courses available online	2012-2015	Distance Education Administrator	\$12,000	Number of course options available for distance education students
4.4	Expand distance education to a broader target market	Include distance education in school marketing plan	2012-2015	Distance Education Administrator and VP-Development	1,500 annually	Number of online students and market areas
4.5	Apply for E-rate eligible services	Include eligible distance education services in e-rate application	2012-2015	Principal, Technology Coordinator	N/A	Acceptance of application