

# Technology Deployment Plan

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Revised Spring 2006

## **Proposed Restructured Deployment Plan and Policies:**

2006 – Broadmoor and Edison student, teacher, and clerical stations  
2007 - Washington and Dirksen student, teacher, and clerical stations  
2008 - Wilson and Sunset student, teacher, and clerical stations  
2009 - Jefferson and Willow student, teacher, and clerical stations  
2010 - Smith and Starke student, teacher and clerical stations

The proposed deployment plan expands upon the strategy of standardizing all computers in each building. It goes beyond purchase of student and regular teacher equipment to also include computers used by clerical staff, resource special education teachers, and specialist teachers, with purchases funded from either from building line items or from district regular or special education line items.

## **Proposed School Choice of Equipment**

Across the years, schools have chaffed at the TILE standardized model. Some want centralized instructional labs, while others want mobile laptop wireless labs, and still others want to retain the TILE design. To accommodate these varied needs, schools will be allowed to choose hardware and software from an approved list of items. The list will be developed and schools will make selections within the following parameters:

- Approved hardware and software.
  - Purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and interconnect equipment will be made in accordance with 105 ILCS 5/10-20.21 so as to provide cost savings for maintenance and repair.
  - District 108 Tech Center must confirm that any hardware, infrastructure, and software installed in District 108 meets the following criteria:
    - Compatibility with the District 108 infrastructure
    - Compatibility with District 108 maintenance and repair procedures
    - Offered by district-approved vendors
  - All purchases must include vendor warranties and/or support for the expected life of the deployment, even at additional cost.
  - Schools must obtain Tech Center confirmation before purchasing any hardware or software.
- Purchase procedures.
  - District 108 Tech Center will negotiate with vendors and arrange all purchase of technological equipment and/or services installed within the District, whether purchased with district or school line items.
- Deployment allocations.
  - When each school's deployment year arrives, its total deployment allocation will be based upon available funds, as modified to reflect the projected staffing and pricing of desktop computers.

- After the Tech Center determines the cost of employee desktop computers and software, schools will determine how to expend the remaining allocation.
- Except for the specified teachers and staff, all hardware and software purchased with deployment funds must be for student use, whether in classrooms, computer labs, mobile wireless labs, or other technology on the approved list.
- Wiring, infrastructure, furniture, supplies, etc., needed to support school selections other than desktop computers must be purchased from school funds.
- School Decision Making.
  - School staff must be included in the decision making process with the understanding that the decision determines the district technology deployment for at least five years. Building SILTs will make the final decisions, which will be communicated to the Tech Center.
  - Schools are encouraged to consider the following in their decisions:
    - A minimum of five-years between deployment cycles.
    - Predictable staffing changes.
    - The availability of space, drops, etc., needed for planned labs.
    - The cost of purchasing and maintaining furniture and additional equipment necessitated by building deployment selections.

### **Parameters**

- Every school must have either multiple computers in every classroom, one classroom-sized lab (wired or wireless), or a combination.
- Each school must submit to the district a PDSA plan that specifies:
  - Needs to be addressed with the technology,
  - An hypothesis for using the tech to address the root cause underlying the identified need,
  - An implementation plan that includes some way of assuring fidelity to the design, and
  - An evaluation plan that will provide data to inform a continuous improvement process.

*A copy of the required form is included at the end of this document.*

### **Clarifications**

- In each school's deployment year, all teachers and secretaries will receive new computers, as will Learning Center Paraprofessionals, Attendance and Health Clerks, and other staff.
- All classrooms must be equipped with a teacher station, overhead monitor, and printer.
- The district is responsible for choosing the exact models of computers that are purchased and will make all necessary purchases. The district will also make all arrangements for necessary installations that may be needed, including those funded by the buildings.
- All computers will be financially supported by the district as long as they remain under warranty—five years for desktop computers and three years for laptops. If the building decides to purchase laptop computers, financial support after the warranty expires will be a building responsibility.

- All computers purchased with deployment funds remain district property and will revert to district use with each school's next deployment cycle.
- Buildings must assure that there are space and necessary ports available to support a lab, if they choose to create one.
- Added and removed sections will not impact the deployment, except for the teachers' equipment. The district will assure the proper number of teacher stations, but will neither purchase nor remove student equipment between deployments in any building. If sections are added, the affected school may elect to purchase student stations from the "Overflow Student" account provided by the District.

#### **Approved List of Equipment:**

- Desktop computers
- Laptop computers
- Wireless labs, including carts
- Additional items may be approved, but all must be considered **equipment** in the budget. (over \$500/each)

#### **Administrator Equipment:**

- Each administrator will have a laptop computer. These computers will be purchased through the technology budget and replaced on a 3 year rotation. These laptops will be assigned to the individual, not the school. If/when you change assignments; your computer will go with you.
- If the specifications of the laptops we intend to purchase do not meet your needs, you can use building funds to upgrade your computer. However, the laptop will still be assigned to you and will move with you if your assignment changes.
- Palm handheld devices will now be provided to all administrators through the technology budget.

**PDSA/SDSA SIP**  
**Planning for Continuous Improvement**  
**Technology Deployment Tie-In**

What are the needs to be addressed with technology?

Develop a hypothesis for using technology to address the root cause underlying the identified need.

Develop an implementation plan that includes some way of assuring fidelity to the design.

Develop an evaluation plan that will provide data to inform a continuous improvement process.

**School/Classroom:**  
**Issue:**