

Technology Goals 2024-2025 Review

Department of Technology			
Goal	Strategies and Action Steps (Responsibility)	Timeline	Evidence of Effectiveness
<p>Enhance the integration of technology into teaching and learning by fostering stronger collaboration between the technology team and educators, ensuring an active presence in classrooms, and supporting professional growth opportunities for staff to effectively leverage digital tools.</p>	<p>Expanding Relationships Across Buildings and Departments - Half of the technology team has been with RSU 5 for less than 15 months (as of the start of the school year), with an additional member</p>	<p>2024-2025 School Year</p>	<ul style="list-style-type: none"> • Regularly attend grade-level or department meetings to understand teachers’ needs and challenges. • Designate team members as liaisons for specific schools or departments to establish consistent communication and support. • Host informal “Tech Talks” as opportunities arise to discuss emerging tools and strategies. • Recognize and celebrate educators who innovate with technology. • Organize “Tech Drop-In” opportunities where team members visit buildings to provide real-time support and gather feedback.

	<p>Facilitate Classroom Engagement</p>	<p>Ongoing 2024-2025 School Year</p>	<p>Partner with teachers to pilot new technology tools in their classrooms and gather feedback for refinement.</p> <ul style="list-style-type: none"> • Develop quick, practical “Technology Spotlights” (1-5 minute demonstrations or presentations) that the technology team can share during staff meetings or PLCs.
	<p>Develop Professional Development Opportunities</p>	<p>Ongoing 2024-2025 School Year</p>	<ul style="list-style-type: none"> • Conduct surveys or focus groups to identify staff training needs and interests. • Plan a mix of professional development formats, such as workshops, on-demand tutorials, and one-on-one coaching sessions, aligned with curriculum goals. • Investigate feasibility of differentiated PD tracks (e.g., beginner, intermediate, advanced) to meet varying skill levels. • Develop an online repository of recorded sessions, guides, and resources for staff to access on demand.
<p>Reflection</p>			
<p>Progress toward enhancing the integration of technology has been slower than anticipated. While some improvement has been made in fostering collaboration between the technology team and educators, there are still significant gaps in the support we have been able to provide. I have struggled with time and bandwidth constraints, and the rest of our team has</p>			

more of a background in traditional IT, hardware support, and technology infrastructure, which has limited our ability to maintain a consistent presence in classrooms and provide the level of ongoing support needed for educators to fully leverage digital tools.

Although we have made some efforts to offer professional development opportunities, the reach and impact have been insufficient. Many staff members have expressed a need for more tailored, in-depth training and guidance, but the technology department simply hasn't had the capacity to meet these demands.

Looking ahead, it's clear that much more work is needed to make technology a truly embedded part of the instructional process. As we work to improve district infrastructure and security over this summer, I hope to further prioritize increasing my presence with educators, not just in terms of training but through consistent, proactive engagement in the classroom.

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Expand communication from the technology department for professional growth and to foster transparency with district stakeholders, staff, and the broader school community.	Newsletter Creation and Contributions	2024-2025 School Year	<ul style="list-style-type: none"> • Develop clear, engaging, and relevant write-ups for various newsletter editions, focusing on topics that align with district priorities. • Collaborate with colleagues, including instructional staff and administrators, to gather insights and identify valuable areas of focus. • Provide practical technology tips, resources, and strategies for educators, students, and families. • Solicit feedback from newsletter readers to continuously refine and improve the relevance and quality of the contributions. • Plan regular Technology-only newsletter for internal stakeholders.
Reflection			

Progress toward expanding communication from the technology department has been mixed this year. While we have made strides in increasing transparency and outreach, much of this work was reactive rather than proactive. The PowerSchool data breach earlier in the year required an immediate and sustained communication effort, and while it ultimately strengthened our connection with stakeholders and reinforced the importance of clear, timely updates, it was not the intentional, forward-facing communication I had originally planned to implement.

Outside of that incident, consistent communication with staff and the broader school community has improved, but remains a challenge. Competing priorities and limited time have made it difficult to develop and maintain regular, proactive communication channels. Although I've taken steps to be more visible and responsive, particularly around security-related issues, there is still room for improvement when it comes to broader professional growth messaging and stakeholder engagement.

I hope to build on the communication practices that emerged during the crisis response and develop a more structured approach that supports both transparency and ongoing professional dialogue. With greater focus and planning, I believe we can create more predictable, accessible communication that better supports the needs of our community.

Technology Goals 2025-2026

Department of Technology			
Goal	Strategies and Action Steps Responsibility	Timeline	Evidence of Effectiveness
<p>Complete Access Control Projects across the district, ensuring that 100% of exterior doors designated for entry are secured with badge readers and integrated into the centralized access management system. This will improve building security, standardize entry procedures, and reduce reliance on physical keys.</p>	<p>Project Planning & Assessment</p> <ul style="list-style-type: none"> ● Prioritize locations by current systems in place (or lack thereof), security risk and frequency of staff/student use. ● Develop a phased implementation plan. <p>Installation & Integration</p> <ul style="list-style-type: none"> ● Schedule phased installation (building-by-building or region-by-region). ● Coordinate with custodial and facilities staff to minimize school-day disruptions. ● Integrate all badge readers into the district’s central access control software. ● Implement redundancy and fail-safe procedures (e.g., backup power for badge systems). <p>Testing & Training</p> <ul style="list-style-type: none"> ● Test all installed doors for functionality, reliability, and emergency override procedures. ● Conduct system-level testing to confirm real-time synchronization 	<p>July 2025-July 2026</p>	<p>Completion Metrics</p> <ul style="list-style-type: none"> ● 100% of designated exterior doors across all district buildings are equipped with functioning badge readers by the project deadline. ● District access control software reflects full integration across all sites. ● Verification checklists signed off by Technology Department, Schools, and Facilities after installation and testing phases. <p>Operational Efficiency</p> <ul style="list-style-type: none"> ● Reduction in the number of physical master keys issued to staff, with documented decrease tracked by Facilities. ● All new staff

	<p>with central access logs.</p> <ul style="list-style-type: none"> ● Train building administrators and office staff on issuing/revoking badges. ● Provide training materials and quick reference guides to all staff. <p>Communication & Rollout</p> <ul style="list-style-type: none"> ● Share clear rollout timelines with each building. ● Communicate new entry protocols to staff and outline expectations for daily use. ● Provide FAQs and support channels for staff troubleshooting. 		<p>onboarding includes badge assignment instead of key distribution.</p> <ul style="list-style-type: none"> ● Badge logs showing staff usage of badge entry upon implementation. <p>Security Outcomes</p> <ul style="list-style-type: none"> ● Ability to remotely disable lost or stolen badges immediately, reducing potential security risks. ● Documented decrease in incidents related to unauthorized building entry. ● Positive feedback from building administrators on improved ability to monitor and track building access. <p>Accountability & Reporting</p> <ul style="list-style-type: none"> ● Monthly system-generated access reports reviewed by Technology Director for trends, anomalies, or concerns. ● Buildings confirm during annual building
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			safety reviews that badge access procedures are embedded in daily operations.
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Technology Goals 2025-2026

Department of Technology			
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<p>Complete the replacement of the Wi-Fi and network infrastructure at Freeport High School, ensuring reliable, high-speed connectivity that meets current and future instructional needs.</p> <p>Develop and Document a district-wide replacement plan for Wi-Fi, networking, and firewall equipment for all other school buildings, with clear timelines and budget projections.</p>	<p>Assessment & Planning</p> <ul style="list-style-type: none"> • Conduct wireless heatmaps at Freeport High School to identify coverage gaps and bandwidth bottlenecks. • Perform an audit of existing switches, firewalls, and Wi-Fi access points across all buildings, noting age, warranty status, and performance issues. • Develop equipment lifecycle standards (e.g., 5–7 years for switches/firewalls, 4–5 years for APs). <p>Implementation at Freeport High School</p> <ul style="list-style-type: none"> • Replace all outdated switches with modern, high-capacity models supporting PoE (Power over Ethernet). • Deploy new Wi-Fi access points district-standardized for density, capacity, and security. • Replace or upgrade firewall to ensure compliance with content filtering and cybersecurity requirements. • Conduct end-to-end testing 	<p>September 2025-July 2026</p>	<p>Technical Outcomes</p> <ul style="list-style-type: none"> • Freeport High School Wi-Fi survey post-installation shows 100% instructional space coverage with signal strength meeting district standards. • Network monitoring reports demonstrate at least a 25% increase in throughput capacity and reduction in downtime. • Firewall logs show improved traffic filtering and threat prevention with reduced latency.

(coverage, throughput, security).

District-Wide Replacement Plan

- Use audit results to create a district-wide infrastructure replacement cycle, broken into phases by building.
- Prioritize buildings with oldest or most problematic equipment.
- Align replacement plan with projected enrollment growth, curriculum needs, and technology integration goals.
- Present plan for review.

Communication & Training

- Share replacement progress updates with school staff, administrators, and families.
- Provide professional development for IT staff on new systems (e.g., firewall configuration, AP management dashboards).
- Ensure building-level administrators understand how to report network concerns effectively.

Operational Outcomes

- Documented district-wide plan formally adopted into the RSU 5 Technology Plan with clear budget implications.
- Lifecycle replacement schedule published and referenced in annual budget process.
- Vendor service agreements in place for proactive maintenance and support.

User Experience Outcomes

- Teacher and student surveys report significant improvement in classroom Wi-Fi reliability.
- Principals report fewer instructional disruptions tied to

			<p>network issues.</p> <p>Accountability & Review</p> <ul style="list-style-type: none">• Quarterly review of network health and replacement plan, updated based on emerging needs and technology standards.• Evidence documented in district technology reports and shared with stakeholders.
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