

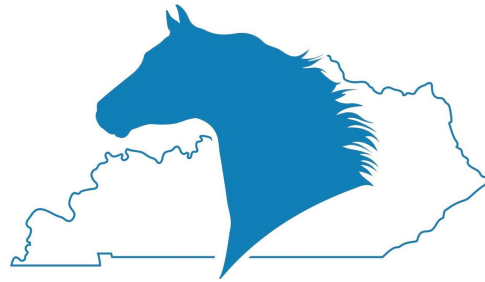
DISTRICT TECHNOLOGY PLAN

DISTRICT NAME Bourbon County Schools

LOCATION Paris, Kentucky 40361

PLAN YEAR(S) 2019-2020

Website



[Bourbon County Schools](#)

[Kentucky Department of Education](#)

Table of Contents

[Table of Contents](#)

[Planning Team](#)

[Previous Plan Evaluation](#)

[New Plan Preview](#)

[Student Voice](#)

[KETS Master Plan Areas of Emphasis](#)

[Robust Infrastructure & Ecosystem](#)

[Data Security, Safety & Privacy](#)

[Budget & Resources](#)

[Partnerships](#)

[Digital Curriculum, Instruction & Assessment](#)

[Personalized Professional Learning](#)

[Use of Space & Time](#)

Planning Team

District Staff [Recommended to include CIO/DTC, TIS/DLC, technician, finance officer, superintendent, academic officer, DAC, etc.]	
Amy Baker, Superintendent	Andrea Kiser, Finance Officer
Wes Tipton, TIS	Scott Muntz, TIS
Jacob Ingram, Network Specialist	Sean Rankin, Computer Technician
Neelry Traylor, Chief Academic Officer	Sheila Sams, Special Education Director
Building Staff [Recommended to included principals, LMS, STC, counselors, teachers, teaching assistants, etc.]	
Shanaua Phillips	Sarah Roe
Bill Kissick	Michael Gustin
Katie Hurst	
Additional District Contributors [Recommended to include board members, SBDM members, program directors, etc.]	
Students [Recommended to include middle and/or high school students]	
Garrett Clark	Jacob Thomas
Lloyd McQueen, Brandon Sapp	
Other [parents/community members, business and nonprofit leaders, etc.]	
Keith Curran	Jason Crossfield (Devian Computers, LLC)

Previous Plan Evaluation

In this section include a discussion of the “expiring” (*previous year’s*) plan using the prompts below. Attempt to limit your narrative to the space provided.

What goals were met?

95% of our goals were met on our previous plan. The switch to Google hindered our opportunity to provide Outlook training, but we have provided Google suite training and have 20 staff members google certified

Goals that were not met or didn't have the expected outcomes?

All goals and objectives were met

Areas of improvement?

Providing more opportunities for curriculum integration and aligning current technology strategies with latest research based activities in our curriculum map

Areas/goals that are no longer relevant?

Outlook training

Needs that emerged after evaluation of the previous plan?

Through a district teacher survey, staff are asking TIS staff to align technology integration activities with curriculum map so they know what opportunities are available when they reach that topic each year.

New Plan Preview

This is a high-level overview or executive summary of the plan as a whole. Attempt to limit your narrative to the space provided below.

[See [Technology Planning section of KETS Master Plan](#) for more information]

How did you and the planning team decide on the goals for this plan?

Through the use of Speak Up and district created surveys, our committee created goals and objectives which will assist the district in refreshing our infrastructure and increasing the integration opportunities to increase student interest and improve student achievement.

Briefly discuss the major activities slated for implementation and how these activities will advance curriculum and instruction integration, student technology literacy, professional development, & technology infrastructure.

Throughout the next two years, multiple activities will be implemented to ensure that students are increasing their interest in technology while at the same time, improving academic achievement. Our Technology Resource Teachers will continue to integrate technology into teachers curriculum and will work to match suggested activities to our curriculum maps to assist teachers in the implementation of research based strategies. Our TRT's will also continue to provide Digital Citizenship lessons to all grade levels to provide a safe "surfing" environment for our students as they leave their digital footprint on the Web. Our TRT's will continue to provide professional development at our yearly PD academy and in "real-time" fashion to assist with integration. Our infrastructure (switches, core, AP's and all new fiber was run 10 GB) was refreshed three years ago and is slated to be refreshed again beginning the 2022 - 2023 school year with Erate funding.

Student Voice

Personalized student learning allows students to develop deeper learning competencies including critical thinking, using knowledge and information to solve complex problems, collaboration, and communication. Capturing student input about their access to opportunities that build these competencies is key to effective technology planning. Please answer the questions in the space provided below.

Do you currently have a method to collect student responses about the digital learning environment? If so, which tool (ex: BrightBytes, Speak Up, survey created by you or the district, other)?

Speak UP and District created surveys

If you have a method to collect student voice for this purpose, reference specific data points from the collection that were useful in developing strategies for this new plan.

Pre-data was collected last year and each year data will be compared to make necessary mid- year corrections to ensure the success of our program.

KETS Master Plan Areas of Emphasis

Connected to the Future Ready Framework

The Future Ready Framework identifies seven Gears to assist districts in developing a roadmap for student success through personalized student learning and collaborative leadership. The KETS Master Plan has identified 37 Areas of Emphasis connected to the Future Ready Framework and are categorized as either *1) Areas of Acceleration (AA)* or *2) Areas of Improvement (AI)*. The “areas of acceleration” are considered big wins, successes, and major milestones of the KETS are identified for continuation work. The “areas of improvement” address emerging areas based upon growth or decline metrics, research, needs assessments, and reporting by Kentucky school districts.

Use the Areas of Emphasis and Future Ready Framework as a lens to analyze current trends, initiatives, needs and goals of your district. Link the work of this new plan identified by your planning team to the Gears and Areas of Emphasis of the KETS Master Plan on the following pages. There is no expectation to address all 37 Areas of Emphasis of the KETS Master Plan. Any strategy that involves Erate, please include in the Budget & Resources gear. If your district has lease agreements (i.e.; device, fiber, etc.), be prepared to reference the quantity during the final submission process.



Robust Infrastructure & Ecosystem

Future Ready Gear

KETS GUIDING PRINCIPLE – A robust infrastructure is one that delivers the device, network and support needs of staff and students to create personalized learning environments using digital tools and resources.

Areas of Emphasis: Areas of Acceleration (AA)  / Areas of Improvement (AI) 



AA-1: Continue to provide nation's first, fastest, highest quality, and most reliable internet access to 100% of Kentucky's public schools



AA-2: Continue to ensure equity and standardization for delivery of device, network, data and support creating best in class staff and student digital experiences AND provide a system of shared/brokered/managed services maintaining low infrastructure costs and providing support structures promoting the use of personalized learning environments



AA-3: Continue to create a culture of digital connectedness through all- the-time, everywhere, always on digital opportunity and access with emphasis on dense Wi-Fi throughout schools (*also including home access, Wi-Fi buses, school and classroom Wi-Fi, etc.*)



AA-4: Continue to encourage the use of instructional programs and administrative processes requiring cloud-based services



AI-1: Improve ease of access for student and staff through continued progress toward 1:1 student to computer ratio utilizing increased amounts of mobile devices (*fewer traditional computer labs*)

KETS AA or AI	Strategy	Person(s) Involved	Anticipated Timeframe	Anticipated Funding Source	Anticipated Funding Amount	How will you know this is successful? (including metrics)
<i>AA-1</i>	Upgrade wireless network with a brokered network as a service partner including collapsing to a single SSID.	CIO, Vendor Partner	Completed by August 2020	Erate KETS General Fund Federal Program Grant School-based Other	\$5000	Fiber will be install at a 10 gb connection to all buildings to provide equal access to all users for productivity and security purposes.
<i>AA-2</i>	Refresh district servers to enhance	<i>CIO, Vendor Partner</i>	Completed by August 2021 - but ongoing throughout plan	KETS	\$14,000	Servers will be installed within a 30 day timeframe from delivery
<i>AA-3</i>	To provide digital connectedness through the use of Chromebooks and other devices to improve access to real world opportunities on the WWW	DTC, District support team, Vendors	Completed by August 2021- but ongoing throughout plan	<i>KETS General Fund Federal Program Grant School-based Other</i>	\$150,000	Continue to refresh devices so that students will be able to participate in online testing and other remediation programs. # of devices refreshed each year
<i>AA-4</i>	To provide a safe and monitored environment for administrative processes through a hosted solution	DTC, District support team, Vendors	Completed by August 2021	<i>General Fund Federal Program Grant</i>	\$35,000	By installing access control, cameras, visitor check in stations, panic buttons and bus routing software. This ensures a successful, efficient and safe environment for our staff and students.
<i>AI-1</i>	To increase the access of lower grades to 1:1 devices	DTC, District	Completed by August 2021 - but	<i>KETS General Fund</i>	\$45,000	By number of devices provided to primary

	to increase equal access of all students	support team	ongoing throughout plan			
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Data Security, Safety & Privacy

Future Ready Gear

KETS GUIDING PRINCIPLE – Security, safety and privacy of student data is a cornerstone of digital learning. Policies and procedures are enacted at the state, district and school levels that work in conjunction for this purpose. Student data are then utilized by data fluent educators for improved decision-making leading to increased learning for students.

Areas of Emphasis: Areas of Acceleration (AA)  / Areas of Improvement (AI) 



AA-1: Continue to support districts in securely accessing and managing key student and administrative data sets through improved user experiences, refined data collection processes, continuously updated policies and practices regarding student data security, and timely access to data sets that improve the depth and efficiency of student learning (*Infinite Campus, Early Warning, MUNIS, eTranscripts, School Report Card*)



AA-2: Continue to identify key aspects of data security regularly to build upon the current systems, procedures and policies to remain a leader in mitigating emerging threats (*acceptable use policies, firewall updates, data privacy studies, digital citizenship, content filtering*)



AA-3: Continue to utilize adoption metrics or trending data for planning purposes that allow EdTech leaders to identify what's working and what's not working based upon data quality and evaluate current systems and solutions to determine effectiveness and future direction (*annual auditors, TELL survey, Technology Activity Report, Digital Readiness, Data Quality Study, Data Quality Campaign, BrightBytes, SpeakUp*)



AA-4: Continue to migrate key administrative and student data sets to secure cloud-based services that allow anywhere, anytime secure access for the improvement of student learning (*Infinite Campus, Early Warning, School Report Card, MUNIS*)



AA-5: Continue supporting teacher efforts in taking ownership of digital citizenship skills and education their student in the same skills to foster a secure digital learning environment



AI-1: Educate and support districts in the importance of personnel with duties related to student/staff data quality, security and privacy as well as bringing data privacy to the “radar screen” of teachers/staff (*The People Side of EdTech*)



AI-2: Kentucky K-12 Data systems are first-class but we need to do much better with district using the data available to them as well as providing visual data analytic tools allowing the data to be better understood and more interesting to the average person who does not have a technology and data background

DISTRICT TECHNOLOGY PLAN

KETS AA or AI	Strategy	Person(s) Involved	Anticipated Timeframe	Anticipated Funding Source	Anticipated Funding Amount	How will you know this is successful? (including metrics)
AA-1	To provide professional learning opportunities data security	CIO TRT All Teachers	Ongoing throughout the year	General Fund	\$0	Face to face and online training opportunities records and development of staff digital citizenship opportunities
AA-2	To provide professional learning opportunities on AUP, data security, filtering and digital citizenship	CIO TRT All Teachers	Ongoing throughout the year	General Fund	\$0	Face to face and online training opportunities records and development of staff digital citizenship opportunities
AA-3	SPEAK UP survey for students, staff, and parent/guardians; results used for next steps in improving technology access/use/resources Internal Surveys TELL survey data employees/families	CIO TRT School/District Administrators	Spring of each year	General Fund	\$0	Use of data results to improve technology access, use, effectiveness to address goals in technology plan; improve results of BrightBytes and TELL surveys by 5% as based on specific results annually (or as administered)
AI-1	Annual confidentiality training to include data security and privacy as well as permissioning issues and communication (SSN, IEP, FRAM, Google, etc.)	Director of Human Resources Director of Student Services	Required Annually	NA	\$0	Professional learning records of training completion (100% staff)

	<p>District IC team user groups and rights</p> <p>Review current process/procedures for monitoring and consequences for data security/privacy</p>	<p>olDirector of Assessment</p> <p>Director of Special Education</p> <p>CIO</p>				<p>Auditing/monitoring of IC user rights (annually)</p> <p>Updated policies/procedures regarding data security/privacy</p>
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Budget & Resources

Future Ready Gear

KETS GUIDING PRINCIPLE – The Master Plan, as well as district and school technology plans, are aligned to the vision of 21st century skills for students and staff. Revenue streams are aligned to account for the recurring and nonrecurring total cost of ownership to support the 21st century learning environment in a manner that reflects good stewardship of tax dollars to include devices, infrastructure, support, data and human services.

Areas of Emphasis: Areas of Acceleration (AA)  / Areas of Improvement (AI) 



AA-1: Continue to maximize local and state education technology expenditures through a system of shared/brokered/managed services



AA-2: Continue use of long-term planning strategies that allow for continuity of initiatives and systems (*ex. Accounting for cost of ownership over the lifespan of equipment so monies are allocated for repairs/upgrades*)



AA-3: Continue to leverage all available state and federal funding opportunities to address required basic cost of living increases, previous budget cuts of basic services, projected growth by districts (*e.g. Internet consumption*) while maximizing education technology programs and initiatives (*Technology Need, E-rate*)



AI-1: Make districts aware of position/roles requiring technology-related duties in support of technology and instruction (*The People side of K-12 EdTech*)



AI-2: Make districts aware of how to reduce expenditures on printing/print services (*both in consolidated contract pricing as well as shifting from paper to digital experiences*)



AI-3: Evaluate the need and explore new contracts that drive costs down for statewide summative online assessment, learning management systems, printing services and interim based assessments



AI-4: See an increased percentage of districts examining which education technology investments are or are not being maximized

DISTRICT TECHNOLOGY PLAN

KETS AA or AI	Strategy	Person(s) Involved	Anticipated Timeframe	Anticipated Funding Source	Anticipated Funding Amount	How will you know this is successful? (including metrics)
AA-3	Take full advantage of E-rate & KETS funding to maximize technology across the district	CIO Finance Officer	ERATE deadlines	USAC	Matching Funding Required	MUNIS accounting reports
AI-1	Participate in a “know your Tech Team” staff spotlight event at board meetings	CIO TRT	Fall of each year	NA	\$0	Board Agendas
AI-4	Analyze expenditures on tech services and cross reference with usage report.	CIO TRT	Quarterly	NA	\$0	MUNIS Accounting reports and staying within budget provided by district



Partnerships

Future Ready Gear

KETS GUIDING PRINCIPLE – Connecting students and educators to the local and global community is a key factor to student success. The Master Plan will continue to provide opportunities for trusted relationships to build those connections as well as increase communication and transparency with shareholders, including families, districts, vendors, regional education collaboratives, postsecondary institutions and business/industry, in support of student learning and preparation beyond K-12.

Areas of Emphasis: Areas of Acceleration (AA)  /Areas of Improvement (AI) 



AA-1: Continue to build trusted relationships with shareholders (families, districts, partners) that will reduce risk as well as increase transparency and communication (*districts, vendors, higher-education, regional cooperatives*)



AA-2: Continue to utilize avenues of communication with shareholders allowing pertinent information and dialog to further student learning efforts (*Webcasts, BrightBytes, Technology Activity Report, KETS Service Desk, Office of Education Accountability studies, independent studies, etc.*)



AA-3: Continue to utilize tools engaging postsecondary institutions, community members, districts and families in student learning and life after K-12 (*eTranscripts, School Report Card and Dashboard tool, Infinite Campus parent and student portal, KDE Open House, Digital Readiness Survey*)



AI-1: Partner with postsecondary pre-service teacher and principal programs to provide support in candidate preparation



AI-2: Encourage postsecondary institutions to host STLP events and /or more fully maximize the opportunity to showcase the university and its programs while students are on campus



AI-3: Build relationships with charter schools to determine policies and procedures related to architecture/design, systems security and privacy, services and reporting requirements

KETS AA or AI	Strategy	Person(s) Involved	Anticipated Timeframe	Anticipated Funding Source	Anticipated Funding Amount	How will you know this is successful? (including metrics)
AA-1	Create Student Chromebook help centers within each building by end of 2020 school year.	CIO TRT	May 2020	KETS General Fund	\$2000	<ul style="list-style-type: none"> -High School students (all positions become co-op and high school help desk) Apprenticeships-min 5 students -Student starts at elementary school level and stay involved throughout middle and high school -Creation of STC Positions in buildings -Establish Training Process
AA-2	Engage in technology discussions with parents at back to school nights/orientations/literacy nights etc..by May 2020 in all schools.	CIO TRT	May 2020 -minimum of 1 per building in year 1	NA	\$0	<ul style="list-style-type: none"> -Background how to take care of chromebooks -Communication about Digital Citizenship -FAQ for Parents page for technology questions -Table at school events/nights -Have students from Help Desk to attend events, brochures, etc..

						-Video message-parent link
AA-3	Promote Student Technology within the community	CIO TRT	May 2020	NA	\$0	<ul style="list-style-type: none"> -Creation of STLP groups within each building -Attend faculty meetings to promote program -List free Wifi spots within the community -Extended hours for library at middle and high schools -Student advisory committee meets every other month to gauge student interests



Digital Curriculum, Instruction & Assessment

Future Ready Gear

KETS GUIDING PRINCIPLE – A digital learning experience is fostered by a teacher or coach with the use of rich digital instructional materials that are vetted to the rigor of Kentucky Academic Standards. A robust digital environment provides students with the opportunity to assess their own learning/progress.

Areas of Emphasis: Areas of Acceleration (AA)  /Areas of Improvement (AI) 



AA-1: Continue to provide access to instruction digital content which further aligns to the Kentucky Digital Learning Guidelines



AA-2: Continue providing opportunities for students to demonstrate learning connected to and through technology (*empowering students through technology with STLP, IT Academy, etc.*)



AA-3: Continue to finalize and partner with Career and Technical Education (CTE) to promote Kentucky approved K-12 Computer Science Standards and Technology/Digital Literacy Content Standards (*based on International Society for Technology in Education standards*) for ALL students



AA-4: Continue providing access to online assessment tools that allow teachers and administrators to assess student learning, provide timely feedback to students and make curriculum decisions (*online formative assessment tools, interim based assessments, and summative assessments*)



AA-5: Continue to provide districts/classrooms access to digital instructional materials through an equitable of robust digital experience



AI-1: Identify digital content and tools (curriculum, instruction and assessment) designed to have the highest impact and value (e.g. is the technology making or not making an instructional and learning difference?), including frequency of use by teachers and students



AI-2: Create a closer connection with Career and Technical Education to expand information technology and computer science career pathway offerings specifically related to computer programming/coding and increase exams available through IT Academy



AI-3: Play a vital role in implementation of summative online assessment and school report card and dashboard tool of the new assessment and accountability system

KETS AA or AI	Strategy	Person(s) Involved	Anticipated Timeframe	Anticipated Funding Source	Anticipated Funding Amount	How will you know this is successful? (including metrics)
AA-1	IXL, KHAN Academy and Lexia will be implemented at elementary schools to promote both ‘catch up’ growth and accelerated growth in students. RTI	Classroom Teachers District and school administrators	2019-2020 and 2020-2021 school years as necessary to meet RTI guidelines	General Fund Federal Programs	\$60,000	Reading and Math assessment data will increase Students complete requirements to be released from program NWEA growth/progress reports
AA-1	Edmentum will be implemented at the middle and high school levels to promote both ‘catch up’ growth and accelerated growth in students. RTI	Classroom Teachers District and school administrators	2019-2020 and 2020-2021 school years as necessary to meet RTI guidelines	General Fund Federal Programs	\$20,000	Students show growth
AA-1	Online TCI “History Alive”	Classroom Teachers	2019-2020 and 2020-2021 school years as necessary to meet RTI guidelines	General Fund Federal Programs	\$15,0000	History Alive reports KPREP test data
AA-1	Dual credit opportunities will be provided to ensure students can get a jump on college classes	Classroom Teachers	2019-2020 and 2020-2021 school years as necessary to meet RTI guidelines	General Fund Federal Programs	\$5,000	Dual credits obtained
AA-1	Credit Recovery classes through APEX will be	Classroom Teachers	2019-2020 and 2020-2021	General Fund Federal	\$25,000	Classes recovered so that students are on grade level and can

	provided so that students can graduate with 4 year cohort		school years as necessary to meet RTI guidelines	Programs		graduate with cohort class
AA-3	Develop and Implement STEM labs at the elementary levels	CIO TRT Classroom teachers	19 - 21 School years	KETS General Fund Federal Programs	\$75, 000	Creation of labs and curriculum to implement for staff and students Staff training for STEM rooms
AA-3	Develop new Computer Science course based on state standards - Also AP opportunity		19 - 21 School years	General Fund Federal Programs	\$5,000	Course enrollment and pass rate
AA-3	At high school, new Life 101 class that will include digital literacy, google certification and digital citizenship for all sophomores	Business Teachers School Administrators	19 - 21 School years	General Fund Federal Programs		Course Enrollment, certifications obtained, course class grades
AA-4	The district will continue implementation of NWEA MAP online assessment for grades K–8.	District Instructional Team District Assessment Coordinator School Principals	Fall, Winter and Spring in each year or plan	General Fund	\$30,000	Monitor students through a plan with BCMS teachers to analyze student data from common assessments, grade level/team data sheets, and Trusted Adults surveys to Name and Claim students, helping to address individual student needs.

DISTRICT TECHNOLOGY PLAN

AA-4	The district will continue implementation of CERT online assessment for grades 9-12.	District Instructional Team District Assessment Coordinator School Principals	Fall, Winter and Spring in each year or plan	General Fund	\$30,000	Monitor students through a plan with BCBS teachers to analyze student data from common assessments, grade level/team data sheets, and Trusted Adults surveys to Name and Claim students, helping to address individual student needs.
AA-4	All middle/high school staff will support students in the creation and continuous update of their Individual Learning Plans (ILP) using Naviance	Middle and High school principals Asst. principals guidance	19-21 School Years	General Fund Federal Programs	\$30,000	



Personalized Professional Learning

Future Ready Gear

KETS GUIDING PRINCIPLE – Digital learning expands the access to quality strategies and experiences for educators beyond the traditional methods of professional development. A culture of digital collaboration, workflow and relationships allows educators to build skill sets and instructional best practices with colleagues globally. This approach of increased access and flexibility for professional learning ultimately leads to greater success for students.

Areas of Emphasis: Areas of Acceleration (AA)  /Areas of Improvement (AI) 



AA-1: Continue building a culture of digital collaboration and connected digital relationships that allow administrators to support and encourage the use of digital tools by staff for professional learning.



AI-1: Provide district with guidance and support to determine crucial learning needs of teachers resulting in more professional learning opportunities related to digital learning tools

KETS AA or AI	Strategy	Person(s) Involved	Anticipated Timeframe	Anticipated Funding Source	Anticipated Funding Amount	How will you know this is successful? (including metrics)
AI-1	District teachers, instructional coaches, and administration will work toward completing the skills needed to complete Google Certified Educator Level 1 certification	CIO TRT's	2019-2021 Ongoing	General Fund	\$0	Number of teachers obtaining Level 1 Google Certification
AI-1	District will provide the necessary skills to ensure new teachers are successful in technology integration and other daily	CIO TRT's	2019-2021 Ongoing	General Fund	\$0	New Teacher training agenda New staff will be able to” 1. Sign in to a computer

	responsibilities					<ol style="list-style-type: none"> 2. Sign into their Google Email 3. Share a Document 4. Create a Google Classroom 5. Login to IC 6. Login to Gradecam 7. Login to Go Guardian
AI-1	District instructional staff imbed technology instructional strategies into curriculum maps to assist staff in choosing the best tool to meet their learning objectives	CIO TRT's Teachers	2019-2021 Ongoing	General Fund Federal Programs	\$3,000	Curriculum maps with imbedded technology
AA-1	Professional development and training that follow state and district PD design will allow for classroom integration of technology for improving and enhancing student learning in all content areas	CIO TRT's Teachers	2019-2021 Ongoing			Training Agendas from TRT's showing evidence of modeling integration PD for staff STLP activities
AA-1	All district teachers will complete a self-reflection of technology use for instruction and student engagement.	CIO TRT's Teachers	2019-2021 Ongoing			SPEAK UP and TRT surveys
AA-1	District will provide support to the Teachers and Media Specialists in using the	CIO TRT's	2019-2021 Ongoing			Development of STEM curriculum TRT Calendar providing evidence

	STEM labs to aid instruction.	Teachers				of support
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Use of Space & Time

Future Ready Gear

KETS GUIDING PRINCIPLE – The personalized learning environment for students requires reimagining the use of school space and time. Virtual instruction, cloud-based learning tools, digital instructional material, digital collaboration, digital workflows and digital relationships, etc., assist in providing the vehicle for anywhere, anytime learning.

Areas of Emphasis: Areas of Acceleration (AA)  /Areas of Improvement (AI) 



AA-1: Continue to provide guidance, support and resources for districts in the development and application of high quality online/virtual coursework as well as implementation of learning management systems



AI-1: Educate and support districts in the implementation and facilitation of digital learning tools and portable technologies that foster anywhere, anytime access for staff and students

KETS AA or AI	Strategy	Person(s) Involved	Anticipated Timeframe	Anticipated Funding Source	Anticipated Funding Amount	How will you know this is successful? (including metrics)
AA-1	Google Classroom/Moodle used as an online/virtual means to enhance instruction through	TRT's Teachers	2019-2021 Continuous throughout the entire time			Number of Active Google Classrooms Google Classroom training provided by TRT staff