

Pocomoke Middle School
Technology Action Plan
2010/2011- 2017/2018

OBJECTIVE: By the year 2017 – 2018, Pocomoke Middle School students will demonstrate frequent use and integration of technology for teaching and learning the curriculum.

Strategies/ Action Steps	Person(s)/Group(s) Responsible	Timeline for Completion	Resources Needed	Evaluation/ Indicators of Success	Status of Progress	Standards
A. SOFTWARE/ HARDWARE ACQUISITONS AND MAINTENANCE						
1. Survey all teachers in grades 4-8 for any media material, print or non-print, to enhance the voluntary state curriculums and meet the expectations of the Technology Proficiency Curriculum (Checklist)	<ul style="list-style-type: none"> • Library Media Specialist (LMS) • Technology Integration Specialist (TIS) 	March (Annually)	<ul style="list-style-type: none"> • Time • Professional reviews; catalog 	<ul style="list-style-type: none"> • Surveys completed as “Wish Lists” by individuals or grade level teams 	Ongoing	8, 12
2. Compile and evaluate media material surveys	<ul style="list-style-type: none"> • Media Specialist • Technology Integration Specialist 	April (Annually)	<ul style="list-style-type: none"> • Time 	<ul style="list-style-type: none"> • Surveys compiled (by grade level) 	Ongoing	12
3. Purchase needed media material, print or non-print, to enhance the voluntary state curriculums and meet the expectations of the Technology Proficiency Curriculum (Checklist)	<ul style="list-style-type: none"> • Media Specialist • Principal 	June – July (Annually)	<ul style="list-style-type: none"> • County or Grant Funds 	<ul style="list-style-type: none"> • Purchase orders completed • New media materials, print and non-print, in school (i.e. books, videos, software, etc.) 	Ongoing/ Last purchase date July 2010	12
4. Inventory all audio visual equipment	<ul style="list-style-type: none"> • Media Specialist • Tech Integration Specialist • Tech/Ed Assistant 	May – June (Annually)	<ul style="list-style-type: none"> • Time 	<ul style="list-style-type: none"> • Inventories compiled • Inventories completed 	Ongoing/Last Inventory dated June 2010	12

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5. Purchase needed audio visual equipment	<ul style="list-style-type: none"> • Media Specialist 	June – July (Annually)	<ul style="list-style-type: none"> • Time • Funds 	<ul style="list-style-type: none"> • Purchase orders completed • (Only AV equipment replacement funds are currently available.) 	Ongoing	12
6. Provide preventive maintenance and troubleshooting	<ul style="list-style-type: none"> • Technology Integration Specialist • Tech/Ed Assistant • Worcester County Technology Rep. 	August – June (Annually)	<ul style="list-style-type: none"> • Time 	<ul style="list-style-type: none"> • Work orders completed • “TroubleTrakker” documentation to be kept 	Ongoing	12
7. Seek additional grant funding and PTA funding to upgrade and supplement technology equipment and software to support the expectations of the Technology Specific Curriculum (the checklist)	<ul style="list-style-type: none"> • Principal • Technology Integration Specialist • Technology Action Team 	August – June (Annually)	<ul style="list-style-type: none"> • County or grant funds 	<ul style="list-style-type: none"> • New hardware and software in school 	Ongoing	4
B. PROFESSIONAL DEVELOPMENT						
1. Ensure that all PMS teachers earn Worcester County Technology Proficiency Certificates	<ul style="list-style-type: none"> • Technology Integration Specialist 	August – June (Annually)	<ul style="list-style-type: none"> • Time 	<ul style="list-style-type: none"> • List of teachers who have received their WCPS Teacher Technology Certificates 	Ongoing	1, 12
2. Conduct , during the school year, on-going staff development in technology integration	<ul style="list-style-type: none"> • Technology Integration Specialist • Tech/Ed Assistant • Instructional Coaches • Media Specialist • Technology 	August – June (Annually)	<ul style="list-style-type: none"> • Funds to support technology 	<ul style="list-style-type: none"> • In-services scheduled and delivered 	Ongoing	3

	Action Team					
Strategies/ Action Steps	Person(s)/Group(s) Responsible	Timeline for Completion	Resources Needed	Evaluation/ Indicators of Success	Status of Progress	Standards
3. Evaluate in-house staff development	<ul style="list-style-type: none"> • Presenters 	August – June (Annually)	<ul style="list-style-type: none"> • Time 	<ul style="list-style-type: none"> • Evaluations completed • Documentation to be kept 	Ongoing	12
4. Encourage new teachers to attend professional development at the county level for training on various computer programs: <ul style="list-style-type: none"> • Power School (for administrative reports, attendance, Daily Bulletin, grades and test scores) • Power Grade (for teachers' work and grades) • Edusoft (database of county and state testing series and theme tests) • Performance Series (diagnostic test for students who received basic on MSA or Special Education students with analyzed results) • After School Software (for after-school program data) • Worcester County e-mail • Summer Tech Institutes • Smart Boards 	<ul style="list-style-type: none"> • Principal • Supervisors • WCBOE presenters 	August – June (Annually)	<ul style="list-style-type: none"> • County provided 	Scheduled and delivered	Ongoing	1, 3, 12

Strategies/ Action Steps	Person(s)/Group(s) Responsible	Timeline for Completion	Resources Needed	Evaluation/ Indicators of Success	Status of Progress	Standards
C. INSTRUCTION/ ASSESSMENT/ ACHIEVEMENT						
1. Teach , monitor and assess the students' learning and application of the Technology Benchmark Skills	<ul style="list-style-type: none"> • Technology Integration Specialist will teach 6th grade Keyboarding • Tech/Ed Assistant will help with teaching tech skills • Classroom Teachers 	August – June (Annually)	<ul style="list-style-type: none"> • Time • Computers • Software 	<ul style="list-style-type: none"> • Improvement on Technology Proficiency Checklist 	Ongoing	1, 8, 12
2. The Technology Integration Specialist and Technology Coaches will assist teachers in the Technology Proficiency Checklist Skills through integration of technology in the curriculum	<ul style="list-style-type: none"> • Technology Integration Specialist • Tech/Ed Assistant • Instructional Coaches 	August – June (Weekly/ Annually)	<ul style="list-style-type: none"> • Mobile Computer Labs 	<ul style="list-style-type: none"> • Improvement on Technology Proficiency Checklist 	Ongoing	9
3. Compile and report the Technology Proficiency Data for all students in all grades 4-8	<ul style="list-style-type: none"> • Technology Integration Specialist (6/7/8) • Worcester County Technology Coach Facilitator (J. Mills) • Tech/Ed Assistant • Instructional 	March (Annually)	<ul style="list-style-type: none"> • Time 	<ul style="list-style-type: none"> • Data has been turned into Worcester County Technology Coach Facilitator 	Ongoing	9

	Coaches					
Strategies/ Action Steps	Person(s)/Group(s) Responsible	Timeline for Completion	Resources Needed	Evaluation/ Indicators of Success	Status of Progress	Standards
4. Utilize grade appropriate Math and Reading content software programs as diagnostic tools and measures of students' progress (ex., Success Maker, Study Island, Accelerated Reader, FastForward, Readers' Assistance, & Bridge to Algebra)	<ul style="list-style-type: none"> • SuccessMaker Instructor • FastForward Lab Instructor • Curriculum Planner • Instructional Coaches 	August – June (Annually)	<ul style="list-style-type: none"> • Time 	<ul style="list-style-type: none"> • Reports completed and given to teachers 	Ongoing	9
5. Plan and conduct after-school programs, summer technology academies, STEM (Science, Technology, Engineering & Math), and MESA (Math, Engineering & Science Achievement)	<ul style="list-style-type: none"> • Extended School Administrator • After School and Summer Academies Staff 	During each of the four sessions throughout the year and in the summer (Annually)	<ul style="list-style-type: none"> • Time 	<ul style="list-style-type: none"> • Academies are planned and held. 	Ongoing	1, 8, 9, 12
6. Provide opportunities for parents to become familiar with new technologies	<ul style="list-style-type: none"> • Technology Integration Specialist • WC Tech Coach Facilitator • Tech/Ed Assistant 	August – June (Annually)	<ul style="list-style-type: none"> • Time • Technology “products” to share with parents 	<ul style="list-style-type: none"> • Communicated to parents • Held/Evaluated 	Ongoing	1, 9, 12

Strategies/ Action Steps	Person(s)/Group(s) Responsible	Timeline for Completion	Resources Needed	Evaluation/ Indicators of Success	Status of Progress	Standards
D. TECHNOLOGY PROMOTIONS						
<p>1. Promote technology integration in classrooms by providing information for online resources</p>	<ul style="list-style-type: none"> • Technology Action Team • Technology Integration Specialist • Media Specialist • Instructional Coaches • Staff members • Tech/Ed Assistant 	<p>August – June (Annually)</p>	<ul style="list-style-type: none"> • WPBS morning announcements • Technology Bulletin Board • Daily Bulletin • Displays in classrooms and library media • Online database brochure resources • DESTINY - automated library catalog system with links to online database resources • Worcester County Tech Fest • Cable in the Classroom • School Website • Accelerated Reader Quizzes 	<ul style="list-style-type: none"> • Increased usage of technology throughout the school. 	<p>Ongoing</p>	<p>1, 12</p>

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E. LONG RANGE GOALS						
<p>1. In the future, we plan to continue to request educational technology, such as:</p> <ul style="list-style-type: none"> • Modernized computer labs and classroom computers • LCD Multi-media Projectors • Document Cameras for classroom presentations • Additional Smart Boards • Student Response Systems compatible with Smart Boards • Flip cameras • Digital camcorders • Digital Cameras • School shared drive • Laptops for each student • Grade level homepages • Colored printers for reports 	<ul style="list-style-type: none"> • Principal • Technology Integration Specialist • Technology Action Team • Media Specialist • Instructional Coaches • Tech/Ed Assistant 	<p><u>2010-2017</u> School Years</p>	<p>Funds provided by</p> <ul style="list-style-type: none"> • Worcester County • PTA • Grants • Fundraisers 	<p>Implementation or purchase of the promotions</p>		<p>1, 8, 9, 12</p>