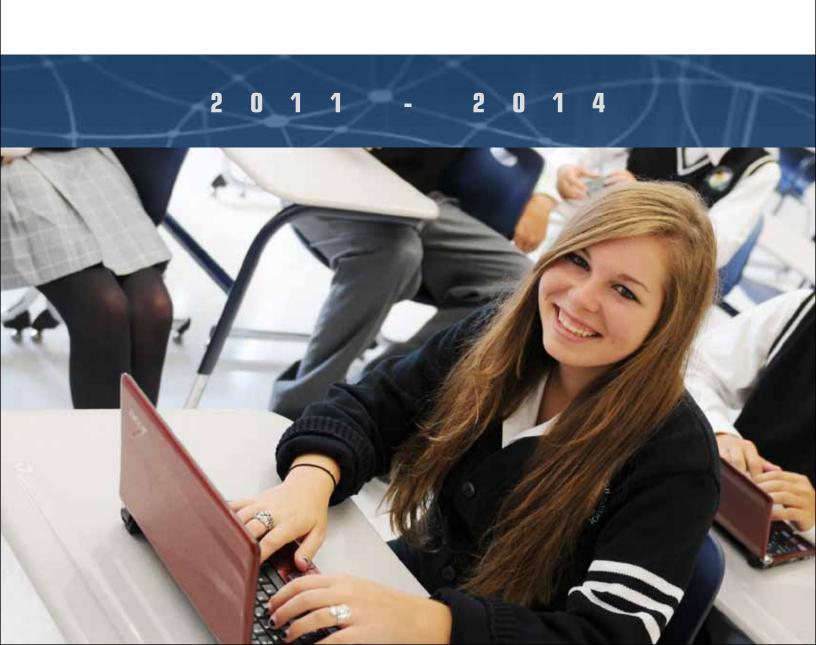# TECHNOLOGY INTEGRATION PLAN

2011 - 2014

Statement of Mission

Catholic Schools form Catholic students to be full and practicing members of the Church, are centers of evangelization that call all to live fully the message of Jesus Christ, and are centers of academic excellence that rigorously prepare students to be life-long learners and contributing members of the global community.

Catholic schools in the Archdiocese of Philadelphia utilize technology to enhance, enable and engage school communities in the attainment of our mission. Educators will be prepared to teach and lead using interactive, innovative tools, and with these strategies, students will develop 21st Century skills.

Statement of Vision

The Catholic Schools throughout the Archdiocese of Philadelphia are working together to help preschoolers through grade twelve students experience growth in faith and academic achievement. In partnership with parents, parish communities and the wider educational community, the Catholic Schools of the Archdiocese of Philadelphia prepare students from richly diverse backgrounds to become transformative leaders for the world community.

Each school provides a safe and challenging environment where high academic standards are joined with high moral values. Our Catholic Schools promote spiritual, moral, social and physical growth, as well as academic success for each student. Prayer, reflection and the study of the Catholic faith are integrated throughout daily activities. The Sacraments, Sacred Scripture and Catholic Tradition prepare students to work for a more just and peaceful world. Teachers, staff, parents and students consistently model the values of the Gospel through example, attitudes and interactions.

A spirit of collaboration among school, parish and the local community creates a dynamic approach toward addressing local and global needs. Compassion, respect, generosity and social concerns are woven into the curriculum along with art, music, technology, physical education and service projects, as well as sports, clubs and other activities.

In recognition of the rapid changes in our world and the impact of these changes on our students, 21st century teaching strategies are the established norm in every school. Catholic Education is vital to the re-creation of a world driven by technology, speed and innovation. "What you need is to recognize the possibilities and challenges offered by the present moment, and to embrace them with courage, faith and hope" (Thomas Merton). The vision of the Gospel and the joy of the Risen Christ will blaze the path for our work in Catholic Education in the Archdiocese of Philadelphia now and in the future.

Technology is a means for empowering our schools as they work in the spirit of our mission and vision. Technology serves to support our schools in the areas of Catholic Identity, Academics and Sustainability. Educational leaders, aware of the rapidly changing world and possessing a clear vision for learning, will plan to incorporate technology to empower and engage those in our schools. Innovative teaching and learning strategies will be applied through the use of technology. Our students will learn in a classroom environment suited for 21st Century teaching and learning.

Belief Statements

The fulfillment of our mission is rooted in the following:

1. We believe our Catholic Schools are an integral part of the Church's mission to teach young people how to proclaim the Gospel, build faith communities, and celebrate through worship and service to others.

2. We believe the goal of our Catholic Schools is to assist parents/guardians in preparing the next generation of practicing Catholics who are well educated in the Catholic faith and capable of leadership in creating a just and Gospel-centered society.

3. We believe our Catholic Schools are committed to academic excellence, fostering the intellectual development and growth of faculty and students as all embrace learning attitudes of the 21st century.

4. We believe student learning in our Catholic Schools begins with a rigorous curriculum presented in a learning environment that supports high levels of student engagement where ever-evolving technologies and 21st century skills are integrated with information relevant to the present as well as the future.

5. We believe all students in our Catholic Schools need to be given frequent opportunities to think critically, work collaboratively and make appropriate choices in an academic climate that allows for growth in each student's ability to express learning in creative ways.

6. We believe a safe, orderly and respectful learning environment is necessary for a quality, Catholic Education.

7. We believe our Catholic Schools embrace cultural diversity reflective of the world in which our students will live and work.

8. We believe supportive relationships enhance the learning capabilities of all of our students.

9. We believe that Catholic schools should actively seek and apply evolving technologies in promoting communication with school families and the surrounding community. Effective communication is essential both within school faculties and administration and to the larger community.

10. We believe that administrators, teachers, parents and students understand the ethics of and the resources to promote Internet Safety/Digital Citizenship and to promote ethical and responsible uses of technology.

11. All members of the school community should be given quality, equitable access to current technology.

Development of the Technology Plan

The OCE staff functions to advise, consult and support the Catholic schools in the Archdiocese of Philadelphia. The Technology Plan was a result of the contributions of many various groups. Administrators, teachers and staff communicated needs and avenues for direction. Various parties expressed critical steps for innovation and technology-infused learning in Catholic schools of the Archdiocese of Philadelphia. These concepts and statements were compiled and edited by the Director of Technology, K-12 with support of the Office of Catholic Education and members of the Technology Curriculum Committee teams and the Secondary Technology Coordinators. A timeline for actions which support the attainment of the vision was developed.

An Archdiocesan *Office of Catholic Education Strategic Plan* was created in September 2009. This plan has been published to schools in the Archdiocese and it is currently being implemented. This Technology plan will include areas of support for the larger *Strategic Plan* for the Office of Catholic Education.

Objectives/Planning Process

Administrators both at the Archdiocesan level and at the school level were part of the discussion and data collection process. Input from all mentioned parties was instrumental in formulating the plan. Other data sources such as yearly reports were consulted. In addition, our leadership is focused on ways in which technology can enhance our educational program and our Catholic Schools. This is gathered via professional development, conferences and educator interviews. Information gleaned for forward direction is incorporated into our plan. The annual technology survey provided data on local school planning, technology budgeting, network infrastructure, hardware inventory, teacher technology skills, and future plans.

Teacher participation, skills and interest in Technology integration were gathered through electronic surveys and discussion at various teacher and administrative meetings. Evaluations given at current Professional Development events also provide a qualitative summary which is used to refine and plan for quality technology Professional Development. OCE, through one full-time technology director, provides materials, training, and guidance for schools in developing technology plans, standards for hardware, bulk purchasing, applying for E-Rate funding discounts, Professional Development opportunities, grant opportunities, and equipment distribution.

1. Stakeholder and Community Involvement

a. The benefits of technology in education are well documented. OCE staff is supportive of the infusion of technology-based strategies into the learning process. Involving various members of our local school communities is essential. Schools are asked to create strategic plans and provide for technology which delivers readily accessible quality technology resources and continually improves and advances connectivity and quality access to technology tools and resources. One-to-One laptop environments are appearing as viable options in many schools, for example. Schools are advised to communicate technology goals to their teachers and to the school community at large.

As our schools seek to expand enrollment, they will need to use technology for marketing, advertising and communications. Gaining the skills, tools and strategies for doing so will be of importance.

2. Curriculum, Instruction, Assessment, and Engaged Learning

a. The Office of Catholic Education has implemented many curricular initiatives and strategies in support of the 2008-2011 Technology Plan for Catholic schools. Technology Integration with the curriculum has been a prominent focus. OCE has curricular initiatives in place which are research–based and formed to increase student academic learning. The focus of the curricular programs is Rigor and Relevance and Understanding by Design.

b. Another area of focus is 21st Century Skills. Based upon research, the Partnership for 21st Century Skills, a leading education advocacy association, has produced a framework of necessary skills. According to the Partnership, "Every child in America needs 21st Century knowledge and skills to succeed as effective citizens, workers, and leaders in the 21st Century."

3. Professional Development

a. Implementation of the past three consecutive plans has provided for Professional Development. Indeed, strong quality professional development is essential to assure teacher and administtrator technology skills and application of essential technology-based strategies for teaching and learning. A strong emphasis on staff professional development in technology has occurred and will continue. Innovative means of delivering this professional development are available, such as online webinars and video conferencing and can reach a greater number of persons and provide for archiving of sessions for later viewing. OCE is providing many avenues of technology enrichment and model use. These occur at all levels allowing teachers to choose workshops that are appropriate to their learning needs.

Though frequent technology related professional development has been offered, administrators and teachers continue to request an increase in professional development for technology. Our Technology Professional Development will support academic initiatives in place through the Office of Catholic Education.

4. Technology Deployment and Sustainability

a. An upgrade to and modernization of the secondary schools' Wide Area Network (WAN) was established in the 2007-2008 school year. This upgrade improved services to the high schools and provided benefits such as greatly increased bandwidth and Internet speed. Additional upgrades have been ongoing to allow for increased access to educational content.

b. Our elementary schools have their own Local Area Networks. We advise schools to have Internet capability in all classrooms, libraries, administrative areas and conference rooms. It is also recommended that ongoing upgrades to school networks are included in Technology Plans.

The Plan

The Office of Catholic Education's Technology Integration Plan for the years 2011 – 2014 is a multi-page document that charts OCE's technological course for upcoming years.

Four major goals were developed within the Technology Integration Plan to help the Office of Catholic Education meet its challenges and to measure the progress made over the next three years.

This document is a plan summary. The fully detailed plan is available by request from OCE. Schools can use this summary as a support and a guide. Each school is to create its own individual technology plan supported by the large plan and customized to suit the individual needs of the school.

Evaluation

Ongoing evaluation of the Technology Plan will be implemented. Progress on plan goals and objectives will be evaluated yearly. Supporting information will include but is not limited to the following: The yearly Technology Resources Survey K-12, Administrator, Teacher and Student Assessments, Progress reports.

Stakeholder/Community Involvement Goals and Objectives

■ 1.1: Seek and partner with the educational, financial, and technical contacts and resources available in the surrounding local and global communities to further various goals of the Technology Plan.

Objectives:

• 1.1.1 Identify and work with funding sources. Publish these resources to schools for the funding of technology initiatives.

• 1.1.2 Communicate funding resources to schools in support of educational technology. Share marketing and development ideas with schools. Create sample resources and share sample materials for planning a successful development campaign in coordination with Development efforts.

• 1.1.3 Work to evaluate and refine the Technology Plan to further objectives and outcomes.

• 1.1.4 Disseminate summary, updates and outcomes of the OCE Technology Plan to all stakeholder groups.

■ 1.2: Strive for equity for fair and uniform access and connectivity for teachers, students and staff in the school communities in support of educational technology applications.

Objectives:

- 1.2.1 Seek cost effective means of providing for school technology needs to foster equitable access.

- 1.2.2 Communicate resources for donation and technology grants, especially as they relate to resources to connect students to valuable resources locally and globally.

- 1.2.3 Seek partnerships with surrounding local and global communities to discover and leverage resources.

- 1.2.4 Identify and cooperate with local and national foundations to secure resources.

- 1.2.5 Identify schools with critical needs.

- 1.2.6 Provide E-Rate information to schools.

■ 1.3: Expand uses of new communications tools and share uses with schools.

Objectives:

- 1.3.1 Continue to develop resources and options in support of quality school websites and electronic communications.

- 1.3.2 Research and implement solutions for parent/student online access to grades, records, and school communications. Inform parents of technology goals and initiatives.

- 1.3.3 Promote safe and ethical uses of technology at home and at school via parent education within the school community and online.

■ 1.4: Individual schools will create their own Technology Plans in concordance with the vision, mission and goals of the Archdiocesan plan. Plans are submitted yearly to OCE for approval.

Objectives:

- 1.4.1 Continue to provide planning resources to schools.

- 1.4.2 Communicate the results of school surveys.

- 1.4.3 Distribute Archdiocesan Technology Goals to schools. Communicate the mission, vision and goals to schools.

- 1.4.4 Make schools aware of the various options available to them for implementing strategies in their local schools in support of forward thinking technology goals and initiatives.

- 1.4.5 Collect individual school plans and review for guidance and support.

Curriculum and Instruction Goals and Objectives

■ 2.1: Schools integrate modern technologies and instructional strategies into content areas. These goals are to be carried out in support of research based effective learning environments and act in support of Common Core State Standards Implementation.

Objectives:

- 2.1.1 Promote the use of technology in the classroom in the content areas by all teachers and students.

- 2.1.2 Support teacher technology use by offering sample technology infused lessons at professional development offerings and online via online communications and video sharing.

- 2.1.3 Incorporate technology into the goals of all Curriculum Committees.

- 2.1.4 Continually seek innovative practices in instructional and student technology use, such as videoconferencing, distance learning, digital creativity and more.

- 2.1.5 Share innovative uses of educational technology with administrators and teachers to encourage future-focused strategies and technology use.

■ 2.2: Schools will have access to excellent web-based tools and resources for technology-based 21st Century curriculum implementation to increase student achievement.

Objectives:

- 2.2.1 Promote the incorporation of technology curriculum resources to promote the 4C's of 21st century skills: Collaboration, Critical thinking and innovation, Communication and Creativity.

- 2.2.2 Foster the use of student and teacher technology assessment strategies and tools.

- 2.2.3 Foster online teacher and student communications and collaboration.

- 2.2.4 Seek equitable uses of technology to address the needs of low performing, at-risk and learning handicapped students.

■ 2.3: Schools will blend school improvement goals (such as Middle States, AFG, and Strategic Plans) with NETS technology standards and Common Core Standards to further school improvement and academic excellence.

Objectives:

- 2.3.1 Enable teachers to integrate technology skills and teaching strategies into content areas in support of stated school goals.

- 2.3.2 Publicize model lessons and videos of teachers using instructional technology in innovative and forward-thinking ways.

- 2.3.3 Provide administrators with opportunities to implement innovative projects in support of stated goals.

Professional Development Goals and Objectives

- 3.1 All Catholic School administrators, teachers, librarians and support staff will have the technology skills and support needed to effectively carry out required professional tasks.

  Objectives:

- 3.1.1 Identify individuals at the local schools who will work to create and foster school technology goals.

- 3.1.2 Promote awareness of the Archdiocesan Technology Standards and the NETS (National Educational Technology Standards) for administrators, teachers and students.

- 3.1.3 Seek tools for monitoring and measuring staff technology proficiencies.

- 3.1.4 Ensure that individual schools dedicate a percentage of Professional Development to technology related topics in the content areas, skills areas or administrative needs areas.

- 3.1.5 Develop and publish a list of quality Professional Development providers for both face-to-face and online Professional Development.

- 3.2 School administrators will have a clear understanding of and a working toolset for being effective technology leaders and will apply that leadership in support of school improvement and academic achievement.

Objectives:

- 3.2.1 Provide yearly technology leadership training.

- 3.2.2 Promote the use of evaluation/assessment tools for technology use competencies.

- 3.2.3 Ensure that local professional and support staff handbooks and schools' websites will include the Acceptable Use Policy for Catholic Schools.

- 3.2.4 Ensure that new principals' and new teachers' orientation sessions include technology plan components, expectations, professional development resources and standards.

- 3.3 All schools will have access to readily available, quality professional development resources.

  Objectives:

- 3.3.1 Develop online and virtual resources that offer technology integration resources to educators.

- 3.3.2 Seek access to professional development resources as provided by federal and local grant funds and vendor related resources.

- 3.3.3 Provide Tech Support staff with skills and knowledge-based training.

- 3.4 Quality Professional Development will be provided in individual schools, Archdiocesan venues and online. These will be both in support of curricular initiatives and differentiated according to teacher interest, ability and desired content.

  Objectives:

- 3.4.1 Develop, deliver and facilitate diverse technology integration staff development offerings.

- 3.4.2 Ensure that schools are providing for local staff development for teachers.

- 3.4.3 Develop scheduled technology-based professional development opportunities and publish the schedule to all schools.

- 3.4.4 Infuse the application of technology into all OCE provided workshops and in-services. Provide for regional workshops.

- 3.4.5 Establish training cohorts at the elementary and secondary levels, which are collaborative and informative using current school personnel and outside trainers.

- 3.4.6 Identify technology leaders who will serve in a peer-to-peer training capacity.

Technology Deployment and Sustainability Goals and Objectives

■ 4.1 All Catholic schools have up-to-date, quality resources for administration, teaching and learning tasks.

Objectives:

- 4.1.1 Seek to maximize the access to school-available sources of funding, including federal funds, grants and partnerships.

- 4.1.2 Promote proactive strategies for handling replacement cycles, licensing, hardware repair, recommended configurations and vendor selection.

- 4.1.3 Promote bulk purchasing and collaboration for effective technology selection.

- 4.1.4 Perform a yearly electronic survey assessing school needs and direction. (Technology Resources Survey)

■ 4.2 Catholic schools have the web-based tools needed to effectively communicate with parents, teachers, the Archdiocese and the larger community.

Objectives:

- 4.2.1 Promote the use of new effective tools for electronic communications.

- 4.2.2 Assess secondary infrastructure and advise for improvements where necessary.

- 4.2.3 Communicate effective methodologies for providing quality networks and technology access at each school.

- 4.2.4 All teachers will have access to school-based e-mail and a teacher webpage, and will use these tools for enhancing communication and for posting curricular resources to the web for students.

■ 4.3 All Catholic schools have needed information to apply effective solutions and resources for well-functioning technology for administrative, teacher and student use.

Objectives:

- 4.3.1 Communicate effective solutions to schools and coordinate needs relative to available services.

- 4.3.2 Work with a Technology Strategy Team to assess ongoing improvement in needed and desired technology services.

- 4.3.3 Investigate and select student information systems and data management systems which allow both school-based and Archdiocesan-wide reporting.

- 4.3.4 Promote the creation of technology support consortiums around a high school with neighboring elementary schools.

■ 4.4 All Catholic schools adopt technology policies necessary for well-functioning technology and proper application.

Objectives:

- 4.4.1 Continue to create and update technology related policies, such as the Acceptable Use Policy.

- 4.4.2 Digital Citizenship/Internet Safety Education will be provided at each school, to each student, each year.

- 4.4.3 Tech Support Staff is provided with skills and knowledge-based training.

Conclusion

Administrators, teachers, parents, guardians and students will become continuously engaged learners, as well as ethical, responsible members of the school community, ready to anticipate and address the complex challenges of a global technological society. Seamless connectivity and modern, innovative technology tools and resources will be readily available to support access to Internet and enhance curricular applications and instruction. The approach of the Archdiocese of Philadelphia is to use technology to prepare students for learning and working in the 21st Century. Our teachers will be prepared to provide Rigorous and Relevant instruction and create effective learning environments, which incorporate technology into all content areas.

Acknowledgements and Stakeholder Involvement

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