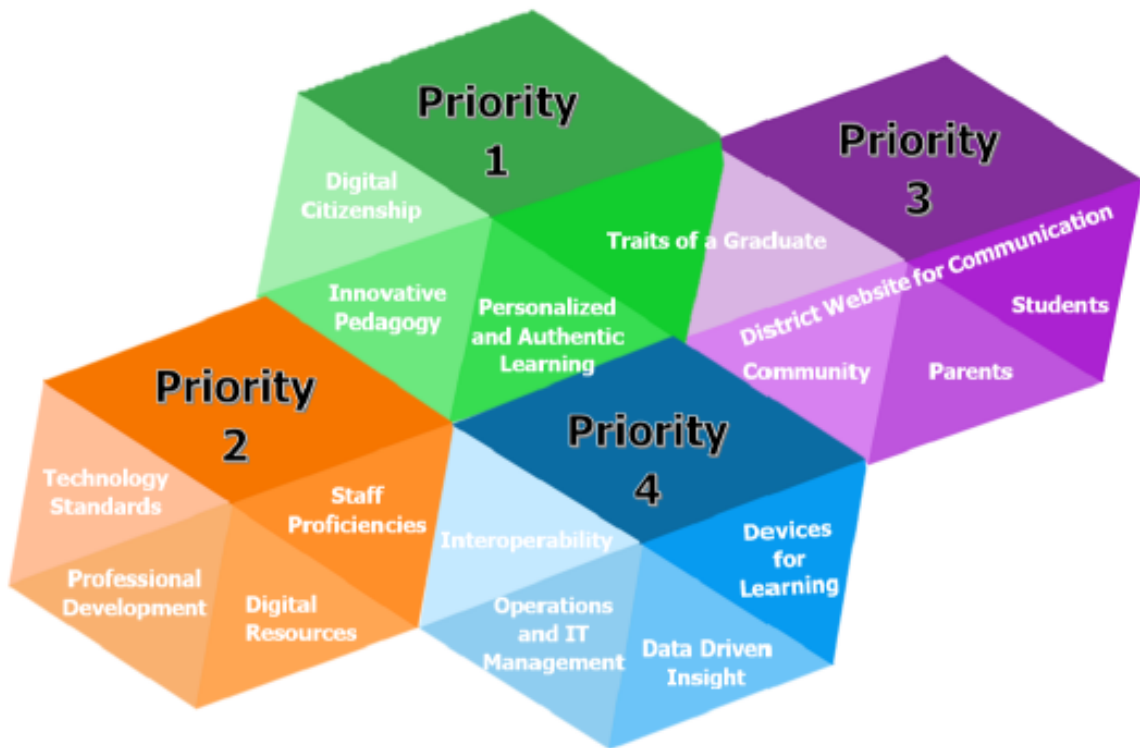**Inspire-Innovate-EXCEL!**

SCHERTZ-CIBOLO-UNIVERSAL CITY
INDEPENDENT SCHOOL DISTRICT

Long-Range Plan for Technology

2019-2022

Technology in SCUC Priorities

Contributors

Dr. Karla Burkholder	Technology	Candee Mills	Technology
Cassie Allen	Curriculum	Kelly Arnold	Teacher
Stacey Barbee	Athletics	Carla Barnes	Counselor
Steve Barnwell	Technology	Maria Borin	Teacher
Clareatha Bristow	Principal	Tina Canter	Purchasing
Paula Carroll	PEIMS	Linda Coolbaugh	Technology
Harvey Dierschke	Teacher	Elisha Ellis	Librarian
Vanessa Engelhardt	Special Education	Kimberly Garrett	Human Resources
Melissa Gossett	CTE	Crystal Gutierrez	Teacher
Amiee Harkins	Child Nutrition	Terri Henry	Assistant Principal
Erin Holladay	Assistant Principal	Caleb Hudgens	Technology
Jennifer Irvin	Teacher	Phillip Jackson	Assistant Principal
Jami Jara	Teacher	Kevin Jones	Teacher
Adrienne Kindt	Teacher	Vanessa Kosar	Special Education
Kelly Kovacs	Curriculum	Dr. Brett Lemley	Secondary Education
Marcy Lindsey	Librarian	Sarah Lozano	Teacher
Julie McCleland	Assistant Principal	Christian Merriner	Teacher
Crystal Morales	Student & Academic Services	J D Mosley	Facilities & Construction
Michelle Neal	Librarian	Vincent Nelms II	Technology
Jennifer Oliver	Teacher	Shub Patel	Teacher
Giselle Paulsen	Teacher	Lori Pevoto	Teacher
Jason Pounds	Facilities & Construction	Jillian Pratt	Librarian
Lana Pratt	Technology	Terry Ramirez	Librarian
Erin Ramos	Teacher	Rashad Ray	Principal
Marco Ricondo	Librarian	Matt Rivera	Purchasing
Thomas Russell	Technology	Phillip Ryan	Technology
Luis San Roman	Teacher	Lenore Sassman	Assistant Principal
Dale Seiler	Teacher	Eduardo Suarez	Public Information
DeeAnn Thomas	DODEA Project Manager	Eileen Troncoso	Librarian
Angelina Watkins	Special Education	Dr. Helen Whisenhunt	Curriculum
Annmarie Williams	Human Resources	Joe Zurovec	Teacher

Technology Staff

Dr. Karla Burkholder	Director	Candee Mills	Assistant Director
Elena Martinez	Administrative Assistant	Steve Barnwell	Mobile Device Management Specialist
Jose Gonzalez	Network Administrator	Linda Coolbaugh	Instructional Technology Coordinator
Thomas Russell	Network Engineer	Caleb Hudgens	Online Learning Coordinator
Phillip Ryan	Enterprise Desktop Services Manager Manager	Lana Pratt	Instructional Technology Coordinator/Webmaster
Jonathan Rowe	Technical Supervisor	Frankie Gonzalez	Technician
Vince Nelms	Technician	Ulisses Tapia	Technician
David Valdez	Technician	Debbie Walton	Technician

Belief Statements

- We believe all students have the capacity to learn & excel.
- We believe a safe & supportive environment is paramount to learning.
- We believe in living our core values of leadership, character, commitment, service & learning.
- We believe engaging, interactive and authentic teaching creates empowered, inspired learners prepared for our changing world.
- We believe technology is a relevant tool that enhances learning in & beyond the classroom.
- We believe in a Professional Learning Community (PLC) that fosters collaboration for continuous improvement.
- We believe transparent, clear and timely communication among all is critical to success.
- We believe measures of success go beyond standardized testing.
- We believe public education is defined by the local community with limited state involvement.

Motto

SCUC – A District with Passion and Purpose

Mission

SCUC ISD, a diverse community founded in trust and transparency, commits to empower all students to fulfill lifelong potential through inspiring learning experiences.

Vison

Inspire-Innovate-EXCEL!

Values

- Leadership
- Character
- Commitment
- Service
- Learning

Strategic Priorities

- P1: All Graduates will be College and/or Career and/or Military Ready

- P2: High-performing & Engaged Workforce

- P3: Highly Satisfied Students, Parents & Community

- P4: Efficient District & Campus Operations.

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Traits of a Graduate

- Dynamic Leader: Help & support others by leading by example with integrity & taking the initiative willingly.

- Self-Motivated: Possess & practice grit & perseverance through dedicated application of real world skills & driven by a sense of purpose.

- Skilled Communicator: Communicate with transparency & confidence, tailored to the audience/situation.

- Service Oriented: Demonstrate selfless citizenship & a sense of community through volunteering by serving others.

- Future Ready: Utilize resiliency & critical thinking skills to adapt & be prepared for changes in the real world.

Technology Standards

Infrastructure

Standards have been established for technology in SCUC ISD to support effective and efficient operations and equity across campuses. Maintaining standards for classroom, professional and infrastructure technology maximizes the district's technology investment and builds staff capacity. Considerations for both software and hardware standards include functionality, compatibility to our current infrastructure, customer support, consistency across platforms and staff capacity to support the equipment.

District-owned fiber connects campuses to the district network operations center. The district has two 10-gigabit Internet connections that provide enough bandwidth for current demand and future growth. Servers are virtualized. Switches, routers and wireless access points are enterprise level products to ensure constant connectivity during high demand. Telecommunication is voice over IP (VoIP), and IP phones are provided for offices and classrooms. Security cameras are installed at building entrances, high traffic areas inside buildings, and strategic outdoor locations.

Classrooms infrastructure includes seven data drops and one wireless access point.

Professional Devices

Device standards for professional staff were established based on feedback from teachers and administrators as an outcome of the 2015 SCUC Visioning Day. All professional staff are issued laptops, and paraprofessional office staff have desktop computers.

Technology Standards

Classroom Technology

All classrooms are equipped with a teacher laptop, docking station and projection capability. Additionally, elementary and intermediate classrooms are equipped with document camera capability and three student devices per classroom.

The district is currently transitioning from projectors and Smart boards to 75" display panels with teacher iPads for mobile interactivity and Justands to use iPads as document cameras.

Elementary and Intermediate Student Device Standards

As part of the device replacement process, campuses may select from iPads, Chromebooks, or laptops. The standard for Grades PK-2 classrooms is iPads. All other grade levels and special areas select the device that will best serve the needs of their students.

All elementary and intermediate campuses have:
- three student devices per classroom
- iPad cart for check out
- one lab designated specifically for Technology Applications instruction

Campuses may also have:
- additional labs
- iPad carts
- laptop carts
- Chromebook carts

Some campuses support bring your own device.

Secondary Student Device Standards

Junior high and high school campuses have both mobile labs available to students, and support bring your own device.

Technology Standards

Software Standards

Operating Systems

Microsoft Windows
Mac OS
iOS
Chrome OS

Staff

Microsoft Office/Office 365

Students

G Suite

Staff and high school students

Office 365 Outlook email

Rostering

OneRoster

Software Selection

A software approval process is in place that includes consideration of student data privacy, approval from technology, and either curriculum or the appropriate department for new software purchases.

ClassLink Single Sign On

SCUC ISD offers single sign-on to applications via ClassLink. Students and staff sign on once to access all of their software applications.

Lifecycle Refresh

Technology devices have a definitive life span. It is critical to provide users with devices that promote productivity and/or learning with minimal downtime. Aging devices can hinder productivity, cause downtime that increases support services, and become incompatible with newer systems. It is important to establish a refresh cycle that allows the district to utilize the devices as long as possible before the cost of ownership is greater than the purchase of new equipment. The table below outlines SCUC ISD's lifecycle for each type of technology equipment.

Device Type	Suggested Life Cycle	Quantity
Firewalls / Content Filter/Threat Management Devices	5 Years	2
Networking Infrastructure (switches, etc.)	3-10 Years	Approximately: • 450 switches (7+ years) • 25 routers (5+ years) • 120 UPS devices (3+ years)
Desktop/Micro Computers	5 Years	1500
Laptops	4 Years	3000
Mobile Devices (iPads & Chromebooks)	3 Years	7,100
File and Infrastructure Servers	5+ Years	Approximately 100+ physical & virtual
Wireless Access Points	7-10 years	1,928
VoIP Phones	10 Years	1,400

Goals, Objectives & Strategies

Priority 1: All Graduates will be College and/or Career and/or Military Ready

Goal 1

Equip all students with foundational and advanced skills in technology varying by grade level through personal and authentic learning based on communication, creativity, collaboration, and critical thinking to support college/career/military readiness.

1.1 — All teachers will receive digital citizenship training and understand that digital citizenship instruction is everyone's responsibility.		Strategies	Timeline	Person Responsible
	1.1.1	Research and adopt a digital citizenship curriculum	2019-2020	Instructional Technology
	1.1.2	Develop a plan for delivering digital citizenship instruction by grade level	Summer 2020	Instructional Technology
	1.1.3	Train teachers	Fall 2020	Instructional Technology
1.2 — Collaborate with curriculum staff to align Technology Application TEKS to core curriculum.	1.2.1	**Phase 1** Determine core content area for alignment	Spring 2020	Instructional Technology Curriculum Coordinators
	1.2.2	Collaborate with appropriate curriculum coordinator(s) to integrate Technology Application TEKS to identified core curriculum	Spring 2020	Instructional Technology Curriculum Coordinators
	1.2.3	Train core content teachers	Summer 2020	Instructional Technology Curriculum Coordinators
	1.2.4	**Phase 2** Determine core content area for alignment	Fall 2020	Instructional Technology Curriculum Coordinators
	1.2.5	Collaborate with appropriate curriculum coordinator(s) to integrate Technology Application TEKS to identified core curriculum	Spring 2021	Instructional Technology Curriculum Coordinators
	1.2.6	Train core content teachers	Summer 2021	Instructional Technology Curriculum Coordinators
	1.2.7	**Phase 3** Determine core content area for alignment	Fall 2021	Instructional Technology Curriculum Coordinators
	1.2.8	Collaborate with appropriate curriculum coordinator(s) to integrate Technology Application TEKS to identified core curriculum	Spring 2022	Instructional Technology Curriculum Coordinators
	1.2.9	Train core content teachers	Summer 2022	Instructional Technology Curriculum Coordinators
	1.2.10	**Phase 4** Determine core content area for alignment	Fall 2022	Instructional Technology Curriculum Coordinators

SCUC ISD: Goals, Objectives and Strategies

1.3 Collaborate with curriculum staff to research learning management systems.				
	1.3.1	Collaborate with curriculum coordinators to determine learning management system requirements and vision/expectations.	Fall 2020	Instructional Technology Curriculum Coordinators
	1.3.2	Research learning management systems.	Spring 2021	Instructional Technology Curriculum Coordinators
	1.3.3	Recommend LMS for purchase	Summer 2021	Instructional Technology Curriculum Coordinators
	1.3.4	Work with purchasing department to procure learning management system.	Summer 2021	Instructional Technology Curriculum Coordinators
	1.3.5	Plan learning management system roll out.	Summer 2021	Instructional Technology Curriculum Coordinators
	1.3.6	Roll out LMS	2021-2022	Instructional Technology Curriculum Coordinators

Priority 2: High-Performing and Engaged Workforce

Goal 2

All employees will be able to utilize technology appropriately according to their district role.

2.1 Develop a technology proficiency requirement for all staff based on position.		Strategies	Timeline	Person Responsible
	2.1.1	Collaborate with department directors to identify technology skills needed by position.	Summer 2020	Director of Technology
	2.1.2	Determine basic requirements for demonstrating technology proficiencies.	Fall 2020	Director of Technology Assistant Director of Technology
	2.1.3	Determine specific requirements by position for demonstrating technology proficiencies.	Fall 2020	Director of Technology Assistant Director of Technology HR Deputy Superintendent
	2.1.4	Develop proficiency training.	Fall 2020	Director of Technology Assistant Director of Technology Instructional Technology Coordinators
	2.1.5	Develop proficiency roll out plan including those who will be responsible for evaluating proficiencies.	Spring 2021	Director of Technology Assistant Director of Technology HR Director of Curriculum & PD
	2.1.6	Implement proficiency training	Fall 2021	Director of Technology Assistant Director of Technology HR Director of Curriculum & PD
	2.1.7	All staff demonstrate proficiencies appropriate to their position.	Fall 2022	Director of Technology Assistant Director of Technology HR Director of Curriculum & PD

2.2 Deliver cyber security training for all staff.	2.2.1	Evaluate cyber security training programs.	Spring 2020	Director of Technology
	2.2.2	Select training program.	Spring 2020	Director of Technology
	2.2.3	Work with purchasing to procure cyber security training program.	Spring 2020	Director of Technology
	2.2.4	Develop rollout plan.	Spring 2020	Director of Technology
	2.2.5	Implement training.	Spring 2020	Director of Technology
	2.2.6	Conduct annual cyber security training.	Ongoing	Director of Technology
2.3 Provide staff with personalized dashboards and data analytics	2.3.1	Evaluate data analytics/ dashboard applications.	Spring 2022	Director of Technology Chief Financial Officer Deputy Superintendent Director of Curriculum & Professional Development
	2.3.2	Select data analytics/dashboard application.	Summer 2022	Director of Technology Chief Financial Officer Deputy Superintendent Director of Curriculum & Professional Development
	2.3.3	Work with purchasing to procure data analytics/dashboard application.	Summer 2022	Director of Technology Chief Financial Officer Deputy Superintendent Director of Curriculum & Professional Development
	2.3.4	Develop rollout plan.	Fall 2022	Director of Technology Chief Financial Officer Deputy Superintendent Director of Curriculum & Professional Development

Priority 3: Highly Satisfied Students, Parents, and Community

Goal 3

Collaborate with campuses and departments to ensure that technology resources for district programs and initiatives are accessible for all stakeholders.

3.1 Roll out and promote mobile app.	Strategies		Timeline	Person Responsible
	3.1.1	Publish mobile app	Fall 2019	Webmaster
	3.1.2	Promote mobile app	Fall 2019	Webmaster Public Information Officer Team One
	3.1.3	Plan follow up promotional campaign	Spring 2020	Webmaster Director of Technology
	3.1.4	Conduct follow up promotional campaign	Spring/Summer 2020 Annually	Webmaster Public Information Office Team One
3.2 80% of parents, students and community members will be satisfied with technology in SCUC.	3.2.1	Request that technology-specific questions be added to the surveys, existing questions be revised as appropriate.	Spring 2020	Director of Technology
	3.2.2	Seek feedback from Team One regarding parent, student and community technology needs to ensure satisfaction.	Fall 2020	Director of Technology
3.3 Publish public portal of district software resources.	3.3.1	Build out public portal	Fall 2019	Director of Technology
	3.3.2	Review application information in portal	Fall 2019	Director of Technology Assistant Director of Technology Instructional Technology Coordinators
	3.3.3	Publish portal	Spring 2020	Director of Technology
	3.3.4	Update portal with new applications	Ongoing	Director of Technology

SCUC ISD: Goals, Objectives and Strategies

Revised February, 2020

Priority 4: Efficient District and Campus Operations

Goal 4

Develop and refine processes and procedures to provide access to digital resources based on district standards.

4.1		Strategies	Timeline	Person Responsible
Define sufficient and equitable student-to-device ratio.	4.1.1	Determine recommended student to device ratio	Spring 2020	Director of Technology Technology Advisory Committee
	4.1.2	Review each campus inventory to determine actual student to device ratio	Spring/Summer 2020	Director of Technology Assistant Director of Technology
	4.1.3	Build device purchases into EPP for each campus that needs to be brought up to the recommended ratio	Summer 2020	Director of Technology
4.2 **Define and document district technology processes and procedures.**	4.2.1	Online Courses/ Assessment – availability of tech	Spring 2020	Instructional Technology Coordinators Curriculum Coordinators
	4.2.2	New Classrooms – technology needed	Fall 2019	Director of Technology
	4.2.3	Technology planning for new applications/initiatives	Spring 2020	Director of Technology
	4.2.4	On-boarding	Fall 2019	Instructional Technology Coordinators
	4.2.5	Contract employees accounts and access to district technology equipment	Summer 2020	Director of Technology Assistant Director of Technology Chief Human Resources Officer
	4.2.6	Off-boarding/position changes	Fall 2019	Director of Technology Assistant Director of Technology Instructional Technology Technical Supervisor Mobile Device Manager Coordinators
	4.2.7	End-of-Year procedures	Spring 2020	Director of Technology
	4.2.8	Lost/stolen/damaged devices	Fall 2020	Director of Technology Assistant Director of Technology Technical Supervisor Human Resources Finance
	4.2.9	Device reimaging	Spring 2020	Enterprise Desktop Services Manager
	4.2.10	Video streaming requests	Spring 2020	Mobile Device Manager Technical Supervisor
4.3 **Regularly reimage computing devices**	4.3.1	Develop a plan for reimaging	Spring 2020	Enterprise Desktop Services Manager Technical Supervisor
	4.3.3	Create a multiyear schedule for reimaging	Summer 2020	Enterprise Desktop Services Manager Technical Supervisor
	4.3.4	Begin reimaging cycle	Summer 2020	Enterprise Desktop Services Manager Technical Supervisor
	4.3.5	Reimage Windows devices	Ongoing	Enterprise Desktop Services Manager Technical Supervisor

4.4	4.4.1	Research asset management systems	Spring 2020	Director of Technology
Review and refine inventory management processes	4.4.2	Select and test asset management system	Spring 2020	Director of Technology
	4.4.3	Recommend and procure asset management system	Summer 2020	Director of Technology Director of Purchasing
	4.4.4	Implement asset management system	Fall 2020	Director of Technology
	4.4.5	Develop and test classroom inventory audit process	Spring 2020	Director of Technology
4.5	4.5.1	Develop cyber security plan	Fall 2019	Technology Security Team
Cyber Security Plan/ Progress	4.5.2	Implement vulnerability management program	Fall 2019	Technology Security Team
	4.5.3	Inventory & Document Hardware/Software/Services	2020	Technology Security Team
	4.5.4	Obtain the CoSN Trusted Learning Environment Seal	Spring 2022	Director of Technology
4.6	4.6.1	Evaluate Microsoft EOL	Continuous	Technical Supervisor Enterprise Desktop Services Manager
Develop and implement a plan for Windows upgrade	4.6.2	Determine which systems need to be upgraded	Continuous	Technical Supervisor Enterprise Desktop Services Manager
	4.6.3	Upgrade Systems	Continuous	Technical Supervisor Enterprise Desktop Services Manager
4.7	4.7.1	Develop multifactor authentication implementation plan	Fall 2019	Director of Technology Enterprise Desktop Services Manager
Implement multifactor authentication	4.7.2	Pilot multifactor authentication with SAS Directors	Spring 2020	Director of Technology Enterprise Desktop Services Manager
	4.7.3	Expand pilot to Cabinet	Summer 2020	Director of Technology Enterprise Desktop Services Manager
	4.7.4	Expand pilot to Team One	Fall 2020	Director of Technology Enterprise Desktop Services Manager
	4.7.5	Gather feedback from all pilot participants.	Fall 2020	Director of Technology Enterprise Desktop Services Manager
	4.7.6	Revise implementation plan based on feedback from pilot participants	Spring 2021	Director of Technology Enterprise Desktop Services Manager
	4.7.7	Full implementation of multifactor authentication	Fall 2021	Director of Technology Enterprise Desktop Services Manager

SCUC ISD: Goals, Objectives and Strategies