

Turtleback Elementary Technology Use Plan

2004-05

Members of School Technology Committee:

School Mission Statement

TURTLEBACK ELEMENTARY SCHOOL MISSION STATEMENT “A Partnership in Learning”

OUR MISSION . . .

Recognizing the unique qualities of each child, Turtleback Elementary is dedicated to the education of all students.

Our Mission is... To ensure that each child will have the opportunity to acquire the knowledge, skills and attitudes essential for success in school and society.

To Fulfill Our Mission... We provide varied instructional strategies. We foster respect and dignity for all students, staff and parents. We invite and support community involvement and shared responsibility for student learning.

Fundamental to Our Mission is... Competent and caring staff, parents, and community members all involved in decision-making and site planning to help carry out our goals.

BY FULFILLING OUR MISSION . . .

We will instill a lifelong desire for learning and a global awareness so that students will develop an appreciation for their role and responsibility in our society and the world.

FUNDAMENTAL TO OUR MISSION . . .

We will maintain a safe, orderly, and attractive environment in which a competent and caring staff, in partnership with parents and community resource people, will facilitate learning for all children.

DESCRIPTION OF SCHOOL

Turtleback School is located in the northern part of the City of San Diego in a community called Rancho Bernardo. The facility was built in 1990. We are currently celebrating our 13th Year of Excellence. The faculty is composed of 29 certificated teachers, 1 Resource Specialist, 1 Speech and Language Specialist, and 20 classified support staff. It serves a culturally and ethnically diverse middle class population of residents who live in homes and apartments located within the San Diego City limits. The teachers, staff and families of the Turtleback community share a remarkable enthusiasm for educating children, an enthusiasm that permeates everything that takes place before, during and after the school day on campus. Our professional, caring staff is involved in all aspects of every child's education.

Turtleback continually strives for academic excellence. On the SAT-9 Turtleback had an API of 862. Turtleback students consistently score well on the district-wide authentic assessment measures. Turtleback teachers analyze data on an annual basis to determine areas of strength and areas of growth for the students in their classrooms.

Turtleback has distinguished itself as a learning center prepared to accommodate the technology of the 21st Century. Each of our 29 classrooms is equipped with a networked computer/large screen monitor/computer to TV video converter station and color printer. Our technology center serves as a training center for students and teachers. It houses 22 Pentium computers, LED projectors, digital cameras, color scanner, networked color printer, and laser printer. Our Wide Area Network and Internet accessibility link us to each other and the world.

Communication and collaboration are key elements to the success of Turtleback. E-mail, Terrapin Talk (a weekly newsletter to parents from the principal), teacher newsletters, Web pages and weekly bulletin to teachers serve as examples of this communication and collaboration. Turtleback is truly a vibrant learning center in Rancho Bernardo, a school where learning flourishes, and each child is valued and recognized.

Turtleback Elementary Technology Vision Statement

Through the use of technology, Turtleback Elementary will provide an authentic and diverse education to all students.

- Students will participate in relevant projects, realistic problem solving activities, and the synthesis/evaluation of information.
- Enhanced home and school communication will increase the opportunities for parent participation and involvement.
- Community members and field experts will share their expertise with students to maximize student knowledge.

Teachers, students, parents, community members, and experts will integrate industry standard technology into the curriculum creating an on-going community-based learning environment.

Celebrating Turtleback's Technology Growth

We are proud to share our accomplishments:

- News – student created T3 News broadcasts
- A large monitor and VCR in every classroom
- A networked computer in every classroom
- A color printer in every classroom
- Technology Center with 22 networked computers for large group instruction
- Practical software applications are being used by teachers and students
- Web pages for several teachers
- Updated school Website
- Staff development: technology inservices
- Reading Counts installed and instituted school-wide
- Digital cameras purchased, teachers inserviced, and cameras utilized
- Email for every staff member
- Internet connection in every classroom
- School newsletter, "Terrapin Talk," is on the school Web site
- Part time tech person who is knowledgeable
- 9 camcorders

- weekly live morning announcements
- mobile networked laptop cart with 24 laptops and printer
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Current State of Technology at Turtleback Elementary

Hardware:

Description	Number	Location
Networked Classroom Workstations	53	Classrooms
Networked LRC Computers (for student use)	3	LRC
Networked Technology Center Workstations	20	Room A
Networked ESS Student Workstations	3	ESS
Large Monitors	41	Classrooms, LRC, Technology Center
Digital Cameras	9	Classrooms/Checkout
Digital Video Cameras	3	EB7/Technology Center Checkout
Whiteboard Display Adaptor	1	LRC
Projection Unit	2	LRC/Technology Center
Scanners	3	EB8/LRC/Technology Center
TV Cabled Classrooms	39	All classrooms and LRC

Infrastructure:

Location	Item	Capacity	Available
MDF (LRC) serves Rooms 15-22; LRC, Rooms I, K, L open ports = 32 (5/2001)	Switch Cisco Catalyst 3500XL	24	5
	Hub Bay Networks Baystack 102	24	11
	Hub Bay Networks Baystack 102	24	13
	Cablemodem Motorola Roadrunner	1	0
	NT exchange server - IBM		
	Tape Backup – HP SureStore DAT 8		
EB-9 serves EB-4 - EB12; open ports 11(5/2001)	Hub Bay Networks Baystack 102	24	11
IDF Office serves admin, Room A; open 14 (5/2001)	Switch Cisco Catalyst 3500XL	24	0
	Hub Bay Networks Baystack 102	24	13
	Network server- Compaq Proliant 3000		
IDF Room 4 serves Rooms 3-8 Conf.2; open ports = 18 (5/2001)	Hub Bay Networks Baystack 102	24	18
IDF Room 8 serves Rooms 7-10;	Hub Bay Networks Baystack 102	24	19

open ports = 19 (5/2001)			
IDF Room 13 serves Rooms 11-14; open ports = 19 (5/2001)	Hub Bay Networks Baystack 102	24	19
IDF Cust serves custodian, food service; open ports = 14 (5/2001)	Hub Synoptics Latis Hub 2803	16	14
IDF EB1 serves EB 1-3; open ports=2(5/2001)	Hub Bay Networks Model 810M	6?	2
IDF ESS serves ESS, EB 12-15; open 14 (5/2001)	Hub Bay Networks Baystack 102	24	14
IDF Room 2 serves Room 1-2; open 17 (5/2001)	Hub Bay Networks Baystack 102	24	17

Software

Networked Software	Subject Area	Grade Levels
Scholastic Reading Counts	Language Arts	All
Catalog Plus	Library Resource	All
Student Writing Center	Language Arts	Grades 2-5

Non-Networked Software	Subject Area	Grade Levels
All networked classroom computers have a license for either MS Office 97 or Office 2000		
Many classroom computers have a license for either Publisher 97 or Publisher 2000.		
The computers in the technology center are licensed for Office Pro 2000, Inspiration and Kid Pix.		
The computers in the LRC are licensed for Office 97/2000.		

Additional Software is available for classroom checkout in the LRC.
See appendix A for a complete list of titles.

Technology Knowledge and Experience of Turtleback Staff

Most staff have a basic understanding of the following: General Computer Knowledge and Skills, General Networking Skills, Internet, Email, Word Processing, Publishing, Spreadsheets, Presentation Software, Instructional Technology, Digital Imaging, Video Filming and Editing Software.

Teacher Inservices	Subject Areas
Novell	Logging on to network, using network folders

Microsoft Outlook	Email
Microsoft Publisher	Inserting graphics, publishing
Story Book Weaver	Original story writing
Microsoft PowerPoint	Presentations, inserting sounds, graphics, and animation
Microsoft Excel	Basic spreadsheets and graphs
Digital cameras	Digital imaging, importing graphics into programs, creating iMovies with digital video
Microsoft Photo Draw	Manipulate images and create web graphics
Reading Counts	Log in and manage students, create progress reports
Microsoft FrontPage	Create web pages
Microsoft Word	Making labels, Mail merge, Progress Report labels

Current Uses of Technology and Its Effectiveness

Turtleback continues to concentrate on curriculum based technology. Our focus is using hardware and software programs as tools to help students learn technology and grow in academic areas at the same time. To meet the needs of our students and provide equal access to our technology resources, we are continuously networking with our P.T.A., businesses in the community, and the district to obtain additional hardware and software.

Tremendous progress has occurred at Turtleback towards reaching our goals. A list of programs and some student products are:

Software	Student Products	Curricular Areas
Microsoft Word	<ul style="list-style-type: none"> • Poetry • Original stories • Importing Excel charts and adding a descriptive paragraph • Reports • Friendly/Business letters 	<ul style="list-style-type: none"> • Language Arts • Social Studies • Math
Microsoft Publisher	<ul style="list-style-type: none"> • Poetry • Original stories • Reports • Greeting cards • Friendly letters • Classroom newsletters 	<ul style="list-style-type: none"> • Language Arts
PowerPoint	<ul style="list-style-type: none"> • Mission Projects • Gold Rush Project • Autobiographies 	<ul style="list-style-type: none"> • Social Studies • Language Arts • Science

	<ul style="list-style-type: none"> • Research Projects • Reading Group Books • Book Reports 	
Microsoft Excel	<ul style="list-style-type: none"> • Graphs • Stock Market Game 	<ul style="list-style-type: none"> • Math • Language Arts
Reading Counts	<ul style="list-style-type: none"> • Reading quizzes 	<ul style="list-style-type: none"> • Language Arts
Kid Pix	<ul style="list-style-type: none"> • Story illustration and character development 	<ul style="list-style-type: none"> • Language Arts
KidWorks Deluxe (kindergarten)	<ul style="list-style-type: none"> • Friendly letters • Original stories 	<ul style="list-style-type: none"> • Language Arts
Internet Explorer	<ul style="list-style-type: none"> • Research • Graphics 	<ul style="list-style-type: none"> • All curricular areas
MS PhotoDraw	<ul style="list-style-type: none"> • Creating web graphics • Photo manipulation 	<ul style="list-style-type: none"> • Social Studies • Language Arts
I Movie 2	<ul style="list-style-type: none"> • Creating TBK News 	<ul style="list-style-type: none"> • Language Arts
MAPS Testing	<ul style="list-style-type: none"> • Assessment tool 	<ul style="list-style-type: none"> • Language Arts • Math

Technology Goals and Implementation Plan

Goal #1: Students will participate in relevant projects supporting academic standards, realistic problem solving activities, and synthesis/evaluation of information.

Relevant Projects	Technological Needs	Specific Plan	Responsible Party	Timeline
<ul style="list-style-type: none"> • PowerPoint presentations • Classroom newsletters • Writing with graphics • Web Pages • Internet Research • Distance Learning • Classroom Movies For Web • Letter Writing • Inspiration Outlining • Spreadsheets and Graphing • Reading Counts 	<i>Additional computers for classroom use</i>	Provide at least one new computer for each classroom	Principal and LAN	2004-05
	<i>Additional computer lab</i>	Install remote access point for mobile lab in LRC	Principal and PTA	2004-05
		Replace 1 networked classroom computers in 1/3 of classrooms	Principal	2004-05
	<i>Updated computers in classrooms</i>	Replace 1 networked classroom computers in 1/3 of classrooms	Principal and grants	2004-05

		Replace 1 networked classroom computers in 1/3 of classrooms	Principal and grants	2004-05
		Add switches and hubs	Principal and grants	2004-05
		Add switches and hubs	Principal and grants	2004-05
		Provide staff inservices using onsite mentors to learn necessary skills to accomplish relevant projects	Principal and grants	Ongoing
	<i>Technology training – teachers</i>	Provide release time for teachers	Technology Team, Teachers, and Computer Support Tech	2004-05 ongoing
		Teach students necessary skills to accomplish relevant projects	Principal and grants	ongoing
	<i>Technology training – students</i>	Add switches and hubs	Teachers	ongoing
	<i>Network and Internet connectivity</i>	Add additional hard drive to network file server	Principal and grants	ongoing
		Purchase additional quizzes for Reading Counts	Principal and grants	2004-05
	<i>Software upgrades and new software</i>	Purchase Office Premium (current version) for all new computers	Reading Specialist and PTA Bookfair	2004-05 ongoing
			Principal and grants	2004-05 ongoing
	<i>Computers for Digital Movie Editing</i>	Acquire 5 iBooks	Neuman and Spears, grants	ongoing

Goal #2: Enhance home and school communication to increase parent awareness and involvement.

Relevant Projects	Technological Needs	Specific Plan	Responsible Party	Timeline
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<ul style="list-style-type: none"> • E-mail communication • School Web page • Class Web pages • Educational standards and expectations available on the Web • School Newsletters available on the Web • Student generated newsletters available on the Web • Electronic portfolios • Student made movies • Class books available on the Web • Student Assistance Team Meetings • Student taught parent technology classes 	<i>Additional computers for classroom use</i>	Provide at least one new computer for each classroom	Principal	2004-05
		Provide at least one new computer for each classroom	Principal	2004-05
	<i>Additional computer lab</i>	Acquire mobile laptop lab for multiple classroom use	Principal and PTA	2004-05
		Install remote access point for mobile lab in LRC	Principal	2004-05
	<i>Updated computers in classrooms</i>	Replace 1 networked classroom computers in 1/3 of classrooms	Principal and grants	2004-05
		Replace 1 networked classroom computers in 1/3 of classrooms	Principal and grants	2004-05
		Replace 1 networked classroom computers in 1/3 of classrooms	Principal and grants	2004-05
		Add switches and hubs	Principal and grants	2004-05
		Add switches and hubs	Principal and grants	2004-05
	<i>Technology training – teachers</i>	Provide staff in-services using onsite staff and mentors (PowerPoint, Word, Publisher, Front Page, use of digital cameras / camcorders)	Technology Team, Teachers, and Computer Support Tech	2004-05 ongoing
		Provide release time for teachers	Principal and grants	ongoing

	<i>Technology training - children</i>	Provide student in-services using onsite staff and mentors (PowerPoint, Word, Publisher, Front Page, use of digital cameras / camcorders)	Technology Team, Teachers, and Computer Support Tech Students	2004-05 ongoing
		Provide release time for staff and mentors	Principal and grants	ongoing
		Provide release time for teachers	Principal and grants	ongoing
	<i>Update and increase infrastructure (switches, hubs, classroom drops)</i>	Add switches and hubs	Principal and grants	ongoing
		Add additional hard drive to network file server	Principal and grants	2004-05
	<i>Software upgrades and new software</i>	Purchase Office Premium (current version) for all new computers	Principal and grants	2004-05 ongoing
<i>Computers for Digital Movie Editing</i>	Acquire 5 iBooks	G. Corduan and grants	ongoing	

Goal #3 Community members and field experts will share their expertise with students to intensify student knowledge.

Relevant Projects	Technological Needs	Specific Plan	Responsible Party	Timeline
<ul style="list-style-type: none"> • Virtual Field Trips • Web Quest • Classroom movies • Web Design • Digital Photo Projects • Assist with Tech Club 	<i>Software and hardware with Video Conferencing capabilities</i>	Purchased computers will have a minimum processor speed of 700 mHz	Principal and grants	ongoing
		Web cam for video conferencing	Principal and grants	2004-05
	<i>Parents and community volunteers to assist in Relevant Projects</i>	Recruit parent and community volunteers	Volunteer Coordinator and Staff	2004-05 ongoing
	<i>Digital Video Cameras</i>	Seek donations from Sony/lottery grants to obtain 5 cameras	Technology Team	2004-05

Staff Development Plan 2004-05

Staff Development Ideas from Staff Survey 5/02/2002	Timeline
▪ Training for Reading Counts	September 2001
▪ Excel/Mail merge for Publisher and Word	September 2001
▪ Tech corps (like art attacks) for classrooms once or twice a month using laptops	September 2001
▪ Basic skills ▪ Network basics ▪ File management	October 2001
▪ Workshop for viewing available software	October 2001
▪ Email and Email attachments	November 2001
▪ How to use the scanner	January 2002
▪ Digital Camera download to computer	January 2002
▪ How to maintain WebPages	February 2002
▪ Power point presentations	March 2002
▪ Distance Learning	April 2002
▪ Continue Free-for-all Fridays (Application Instruction)	All year
▪ Digital video computer downloading and editing	All year
▪ Subscribe and use the CTAP Assessment Profile Survey	All Year

Evaluation Plan 2001 - 2003

- Informal observations and teacher feedback from the entire learning community.
- Biannual formal survey
- CTAP Assessment Profile Survey (<http://ctap2.iassessment.org>)

Appendix A

Software available for checkout in LRC

Software Title	Copies	Subject Area
3D Dinosaur Adventure and user guide	1	Science
I Spy and Parent's Guide	1	Visual discrimination
Carmen San Diego Math Detective	1	Math
Magic School Bus explores the Age of Dinosaurs	1	Science
Freddi Fish 3 "The Case of the stolen Conch Shell"	1	Science
McMillan Dictionary for children	2	Dictionary
Grammar Games	2	Language Arts
Reading Galaxy	1	Reading
Jump Start 5 th grade	1	Multi-subject
Magic School Bus Explores the Human Body	1	Science
Magic School Bus Explores the Ocean	1	Science
Putt-Putt Travels through Time	1	Math
I Spy Spooky Mansion	1	LanguageArts and Thinking Skills
Mathville Jungle Way	1	Math
Mathville Speedway	1	Math
Mathville Kidway	1	Math
Madeline 1 st and 2 nd grade	1	Language Arts
Storybook Weaver Deluxe	2	Language Arts
Carmen San Diego "Quick Think Challenge"	1	Thinking Skills
Museum Madness	1	Science
Sky Trip America	1	History
Read, Write and Type	Lab set	Language Arts
Franklin Learns Math	1	Math
Learning Center Math ages 9-12	1	Math
Ready to Read with Pooh	1	Reading
Jump Start 3 rd Grade	2	User Guide
Magic School Bus Explores the Solar System	1	Science
I Love Science	1	Science
The Compton's Interactive	1	Encyclopedia

Encyclopedia		
Fun School	1	Language Arts
Crossword Magic	1	Language Arts
Sticky Bear Typing	1	Keyboarding
Math	1	Math
The Interactive Reading Journey	1	Reading
Quick Reference Atlas	1	Atlas
Simon and Schuster Children's Encyclopedia	1	Encyclopedia
Math Blaster Pre-Algebra	2	Math
National Geographic Atlas	1	Atlas
150 Years Smithsonian	1	History
Exploration	2	Science
Encarta '97	2	Encyclopedia
Encarta '99	1	Encyclopedia
Rain Forest	1	Science
Macmillan dictionary for children	1	Dictionary
Hollywood- Theatrix interactive	1	Language Arts
Dinosaur Adventure	1	Science
Reader Rabbit	1 st , 2 nd , and 3rd	Language Arts
Web Wacker	1	Technology
Mammals Encyclopedia	1	Encyclopedia
Geo Facts	1	Geography
Sticky Bear Word Problems	1	Math
All About Our World	1	Geography
Gold Rush	1	Social Studies
Word Munchers	1	Language Arts
Typing Tutors	1	Keyboarding
Super Solvers	1	Math
Easy Street	1	Math
Number Munchers	1	Math
Mind Castle	1	Language Arts