



**Saint Patrick School**  
**Educational Technology Plan**  
**June 1, 2020 – May 31, 2025**

Prepared by

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## **Mission Statement**

Saint Patrick School is an educational community rooted in the Roman Catholic faith that teaches Catholic values. We are dedicated to helping the students see God in themselves, each other, and in our global world. It is our mission to educate the whole person - spiritually, intellectually, physically, socially, academically, and emotionally while building and instilling a strong grounding of moral and ethical ideals.

## **Vision Statement**

Educational technology is utilized throughout the school and integrated within the core content curriculum as well as cultural arts. The use of educational technology supports, extends, and supplements teacher-delivered curriculum content while promoting active student-centered learning. The goal of educational technology integration at Saint Patrick School is to foster communication, collaboration, critical thinking, and creativity as responsible digital citizens.

## **Overview of Existing Technology**

### **School Building and Classroom Technology - Hardware:**

- Building is connected to high-speed Internet through participation in the Diocese of Harrisburg WAN (Wide Area Network)
- Laptop/Desktop computers in classrooms for teacher instructional use (average of 2 in each room)
- (15) PreK-4 through grade 8 classrooms and the school library/instructional media center contain a ceiling-mounted projector, interactive whiteboard (SMARTBoard) and multimedia speakers
- (1) Epson interactive projector in the instructional support/math classroom
- (4) SMART MX Interactive Flat Panel Displays in Art Classroom, Middle School Religion Classroom, Kindergarten Classroom and PreK-4 classroom
- 3 networked Toshiba copiers/printers located in hallways and school office (installed 2021-2022)
- 1 networked laser printer in library/instructional media center
- (21) document cameras connected to an instructional computer which allow teachers and students to view and interact with documents such as textbooks

and workbooks while projected on the SMARTBoard.

- (21) webcams available for remote learning needs
- (4) digital cameras for curriculum use in class, used by the Yearbook club to photograph student extra-curricular activities such as socials, after-school clubs, etc.
- School weather station (participant in EarthNetworks WeatherBug Program)

### **School Building and Classroom Technology - Software/Digital Subscriptions:**

- Classroom teacher computers have Windows 10 operating system
- (206) iPads (latest IOS with regular updates) (PreK4 - 2nd Grade 1-to-1)
- (236) Chromebooks (3rd - 8th grade 1-to-1)
- Google Workspace for Education (Classroom, Mail, Drive, Docs, Forms, Sheets, Slides, Sites)
- Seesaw (Grades Pk-3)
- SMART Notebook Learning Suite
- BrainPOP Educational Site license
- No Red Ink (grades 6-8)
- WorldBook Online Subscription
- Renaissance Learning (STAR and Accelerated Reader)

## **Needs Assessment**

Through the use of informal surveys, observations and conversations with classroom teachers, cultural arts teachers, school staff members and students, the Director of Technology/Computer Instruction and School Principal identified the following educational technology needs at Saint Patrick School:

### **1. Professional Development:**

- The development and implementation of a comprehensive educational technology professional development plan for all administrative and instructional school staff

### **2. Educational Technology:**

- Replacement of aging and failing classroom technology (i.e. multimedia projectors and laptops for teacher and student use)
- Replacement cycle for mobile technology devices (iPads, Chromebooks) to engage students and enhance relevant learning experiences

### **3. Network Infrastructure:**

- Improvement of building-wide wireless network connections in order to strengthen mobile connectivity within individual classrooms
- Adding additional wireless access points in classrooms to cover identified “dead” zones

### **4. Curriculum and Instruction:**

- Collaboration between the Director of Technology and instructional staff to integrate educational technology across the curriculum in all grade levels
- Design, implement, and assess relevant, age-appropriate digital learning experiences for all students at Saint Patrick School
- Actively engage all students in relevant, age-appropriate digital learning experiences

**5. Communication:**

- Improve communication with school staff, families and the Parish community by updating our school and classroom websites
- Coordinate with the School Development Director to ensure timely delivery of school news via school website, social media (Facebook) and the electronic notification systems (Constant Contact and Rediker AP Notify)

**Educational Technology Goals And Strategies**

<b>Goal #1: Utilize existing and new educational technology resources to enhance instructional practices and provide relevant digital age learning experiences</b>		
<b>Strategy #1:</b> Increase the number of educational technology resources (both hardware and software) available to all school staff and students		
<b>Strategy #2:</b> Identify WiFi “dead zones” throughout the school building and install additional WiFi access points to improve wireless connections		
<b>Strategy #3:</b> Purchase additional mobile technology devices to provide more relevant learning experiences		
<b>Strategy #4:</b> Replace aging classroom technology with age-appropriate solutions		
<b>Person Responsible:</b> <i>Director of Technology and Computer Instruction</i>	<b>Budget:</b> \$75,000 - \$150,000	<b>Date Completed:</b> <i>Ongoing</i>
<b>Goal #2: Design and develop relevant digital age learning experiences and assessments</b>		
<b>Strategy #1:</b> Encourage teachers to use available school and classroom educational technology on a daily basis to integrate technology across the curriculum.		
<b>Strategy #2:</b> Foster an environment of collaboration between the Director of Technology & Computer Instruction and instructional staff to design cross-curricular technology integrated lessons.		
<b>Strategy #3:</b> Apply ISTE Standards for Students when designing, implementing, and assessing digital age learning experiences.		
<b>Person Responsible:</b> <i>Director of Technology and Computer Instruction</i>	<b>Budget:</b> \$0	<b>Date Completed:</b> <i>Ongoing</i>

<b>Goal #3: Promote and model proper digital citizenship responsibilities</b>		
<p><b>Strategy #1:</b> Update school educational technology acceptable use policy (AUP).</p> <p><b>Strategy #2:</b> Ensure all staff, students and parents understand and acknowledge the school and The Diocese of Harrisburg AUP at the beginning of each school year.</p> <p><b>Strategy #3:</b> Promote the ethical use of technology in a digital world with Common Sense Education’s Digital Citizenship Curriculum.</p> <p><b>Strategy #4:</b> Provide ongoing digital citizenship and literacy training for all school staff</p> <p><b>Strategy #5:</b> Implement additional on-site web content filter (Securly 1-to-1) with intuitive email auditor software to identify areas of bullying, grief, and/or self-harm</p>		
<b>Person Responsible:</b> <i>Director of Technology and Computer Instruction</i>	<b>Budget: \$6,000 - \$10,000</b>	<b>Date Completed:</b> <i>Ongoing</i>
<b>Goal #4: Increase administrative and instructional staff professional development in existing and new educational technologies</b>		
<p><b>Strategy #1:</b> Identify administrative and instructional staff educational technology training needs.</p> <p><b>Strategy #2:</b> Develop a “Technology Tips” newsletter for all staff to use as a Quick Reference.</p> <p><b>Strategy #3:</b> Maintain shared educational technology resources through use of Google Workspace for Education Apps</p> <p><b>Strategy #4:</b> Identify and train instructional staff to serve as Technology Peer Coaches.</p> <p><b>Strategy #5:</b> Provide technology training opportunities throughout the school year in areas of most need.</p> <p><b>Strategy #6:</b> Create assessments to evaluate educational technology training sessions and professional development programs.</p>		
<b>Person Responsible:</b> <i>Director of Technology and Computer Instruction</i>	<b>Budget: \$1,000 - \$2,000</b>	<b>Date Completed:</b> <i>Ongoing</i>
<b>Goal #5: Continually improve communication with community, school and parish families</b>		

**Strategy#1:** Maintain updated family contact information in order to communicate with families regarding school events or emergencies.

**Strategy #2:** Utilize Constant Contact and AP Notify electronic notification systems to inform families, faculty and staff about inclement weather, other emergencies or upcoming events.

**Strategy #3:** Assist teachers with creating and maintaining a classroom Website.

**Strategy #4:** Maintain school website with up-to-date information, including a school events calendar.

**Strategy #5:** Collaborate with the School Development Director for dissemination of up-to-date information via the school Facebook page

<b>Person Responsible:</b> <i>Director of Technology and Computer Instruction</i>	<b>Budget: \$1,200 - \$1,500</b> <ul style="list-style-type: none"><li>• \$99 per month web hosting/maintenance fee</li><li>• \$400 annual fee for Constant Contact</li></ul>	<b>Date Completed:</b> <i>Ongoing</i>
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## Professional Development

To more effectively meet the educational technology needs of Saint Patrick School, continual professional development for all administrative and instructional staff must take place. This professional development will occur through several different methods.

First, links to online resource guides and how-to videos will be curated in a staff technology Google Classroom by the technology director to support all staff with technical knowledge and skills at their current level. The areas of technology covered by these training resources will be Google Workspace for Education Applications (Email, Calendar, Drive, Docs, Forms, Sheets, Slides, New Google Sites, Classroom) as well as Seesaw. These resources will be available in a 24/7 on-demand format.

Second, the technology director will identify peer coaches within the school community to assist with technology training. The role of these coaches will be as follows: 1. Identifying school community technology training needs; 2. Assisting with effective use of technology for day-to-day tasks; and 3. Supporting the integration of educational technology across the curriculum.

Lastly, various in-service training sessions will be held throughout the school year.

These training sessions will center around educating all faculty on how to use existing or new educational technologies in our school. Specific topics will be identified by the technology director and peer coaches. Peer coaches will plan and deliver at least one training session per trimester on a topic of their choice. These technology training sessions may be offered to all staff or specific individuals who may require additional support. Additionally, the technology director will attend various technology conferences, including the annual Diocesan Technology Conference, in order to stay current with new educational technology.

### **Evaluation of Educational Technology Plan**

The Director of Technology will be responsible for initiating the implementation of the current 5-year Educational Technology Plan. During each year, plan evaluation will take place at six and twelve months. Data will be formally collected through an online survey completed by all stakeholders (school administrative and instructional staff, students, and parents). Progress toward outlined plan goals will be monitored at these times and any adjustments will be made in response to survey results.