

***Harmony Hill School***  
**School Technology Plan**  
**School Year 2017/2018**

Harmony Hill School  
63 Harmony Hill Road  
Chepachet, RI 02814

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## **About Harmony Hill School**

Since 1976, Harmony Hill School, Inc. has been providing high-quality treatment and education to children, adolescents and their families in safe, predictable environments. Continually evolving to follow evidence-based practices and to meet individual and community needs, we remain committed to our mission to serve individuals with social, emotional, behavioral and learning challenges. Failure is not an option: attention, support, coaching and specific individualized intervention from clinicians, teachers and milieu staff help our clients reach their goals throughout all disciplines.

Harmony Hill School provides clinically informed specialized programming and services to individuals with social, emotional, behavioral and learning needs in a safe campus environment. Professional staff builds on identified strengths, offering individuals and families the opportunity to realize their potential by validating experiences and facilitating healing.

Core values, We believe:

- Children, adolescents and families deserve the opportunity to learn and grow in a safe, respectful environment;
- All members of the treatment team, including the child/adolescent, family, professional staff and outside parties learn from each other through collaborative partnerships.

### *Celebrating Diversity*

*Harmony Hill School does not discriminate on the basis of race, religion, national or ethnic origin, sexual-identity, gender-identity or socio-economic status in the admission process or in any school administered programming.*

**Campus School**

Our campus school participates in the nationally recognized school-wide positive behavior support program (PBIS). This is a decision-making framework used to guide selection, integration and implementation of evidence-based academic and behavioral practices for improving outcomes for students. Our PBIS motto, reinforced among all disciplines, is PRIDE: Perseverance, Respect, Integrity, Diversity and Excel

Due to the nature of the population Harmony Hill School serves, many of our students come to us below grade level in one or more subjects. Increasingly students are coming to Harmony Hill School 3 or more grade levels behind in core math and reading skills. To assist students in getting back on grade level Harmony Hill School utilizes a combination of online tools and teaching staff in a blended learning environment.

The collaborative problem solving method is used to help adolescents who have fallen behind in the number of credits required for high school graduation. The student, our faculty, his local education agency, family and clinician create an individual plan as a team to help the adolescent reach his academic goals. One-on-one assistance, computer course work and organization coaching can be worked into a student's plan for credit recovery.

All students participate in itinerants including art, music, physical education, health and technology classes. Like our residential philosophy, we believe that exposing students to new academic experiences helps identify strengths and develop new talents.

Harmony Hill School is looking into online course programs such as PLATO and NOVA as way to increase the diversity of courses available to our students and to assist with credit recovery where needed.

The RI Department of Education licenses our campus school for grades Kindergarten through 12.

**Current Technology Environment**

Harmony Hill Schools runs 6 physical servers and 3 virtual servers, including an Email Server, Web Server, Database Server and a File Server. There are 100 PC/laptops on campus, 70% of them have been upgraded to Windows 7. Harmony Hill has a Wi-Fi network with 50 Access Points covering all 7 buildings on campus. In addition to the teachers PC and one student PC in each classroom; the Tech Ed classroom has 10 PCs, the Library has 8 PCs and the Math lab has 10 PCs.

Harmony Hill School received a grant to purchase 3 classroom technology packages that each included an ELMO camera, a laptop, a projector and a wireless tablet. This equipment has been ordered and will be implemented into the classroom environment in the 2014-2015 school year. (Completed)

In addition, Harmony Hill School is currently pursuing grants to purchase another ELMO package and to replace the computers in the math lab and library.

**Accomplishments during the previous years**

- Many new network jacks installed throughout the campus.
- The Novell server was taken out of service and network Authentication and Authorization was converted to Microsoft Active Directory.
- A new Active Directory/DNS/DHCP server, running Windows Server 2016 was installed and primary network Authorization and Authentication was switched to it.
- Wireless Access Points were installed in throughout the campus, providing coverage in all 7 buildings.
- A new Backup solution was implemented.
- A new Antivirus solution was implemented.
- Converted the incoming phone service to a T1
- Generator for second computer rack installed
- Office 2010 rolled out throughout the campus
- 70% of the computers upgraded to Windows 7
- Implemented 2 virtualization servers running XenCenter, these run 5 virtual servers
- Implemented MathXL online learning program
- Implemented Let's Go Learn online Math instruction and assessment program
- Implemented System Management Server
- Implemented ADP WorkForce Now online Payroll and Time & Attendance system
- Implemented Hand Scanners for use with the time & Attendance system
- Installed and implemented a new Firewall
- Replaced all network switches with new ones, improving the reliability and speed of our data network

**Common Core Standards**

Rhode Island has adopted the Common Core Standards. Evaluations are under way to ensure that Harmony Hill School meets any technology requirements needed to comply with the Common Core Standards. As part of this effort, Harmony Hill School is investigating software and services to assist us in measuring students' progress toward meeting the Common Core Standards.

Products being considered for assessing student's progress include;

- Star Enterprise by Renaissance Learning
- Developmental Reading Assessment, 2<sup>nd</sup> Edition (DRA2)
- DRA2 Word Analysis
- DRA2 Progress Monitoring Assessment
- AIMSweb
- DIBELS (Dynamic Indicators of Early Literacy Skills)

**PARCC Testing**

Harmony Hill School has evaluated its readiness for the first round of computerized PARCC testing and determined that we are capable of meeting the hardware requirements for the 2017-2018 school year. Harmony Hill has the following computers available for PARCC testing; 10 in the Math Lab. In addition, if needed an additional 10 computers in the Tech Ed classroom could be used for PARCC testing with some modifications to give them internet access.

## **Goals of the Technology Plan**

### **Overall Goal**

***Improve utilization of technology as an integral tool in facilitating learning and communication among the administration, instructional staff, students, parents and the community at large.***

### **Specific Goals and Objectives**

**1. To provide students with technology-based educational experiences that prepare them to be productive members of an increasingly technology driven world.**

- Implement Microsoft SharePoint (SY2017/2018)
- Upgrade PCs in the Computer Lab and in the classrooms (On going)
- Complete implementation of a Campus wide Wireless Network Service (SY2013/2014, Completed)
- Seek grants and other funding to purchase additional educational software and hardware, such as; (On going, 3 Elmo Packages Purchased)
  - a. ELMO Camera and Projector units
  - b. Alpha Smart
  - c. SmartBoards
  - d. Tablets/E-Readers/Ipads

**2. To provide teachers with the knowledge and ability to use technology for communication, as an enhancement to curriculum and instruction, and as a personal and professional tool.**

- Implement Microsoft SharePoint (SY2017/2018)
- Integrate Academic and Educational electronic records with the Clinical and Medical electronic records. (SY2017/2018)
- Complete implementation of a Campus wide Wireless Network Service (SY2013/2014, Completed)
- Seek grants and other funding to provide teachers with professional development in the area of integrating technology into the classroom and the curriculum (On going)

**3. To provide administrators and program coordinators with the technological tools for organization, management, and communication.**

- Implement Microsoft SharePoint (SY2017/2018)
- Upgrade PCs in the School administrative offices (On going)
- Integrate Academic and Educational electronic records with the Clinical and Medical electronic records. (SY2017/2018)
- Complete implementation of a Campus wide Wireless Network Service (SY2013/2014, Completed)

**4. To provide support staff with the technological tools to facilitate and manage their work.**

- Implement Microsoft SharePoint (SY2017/2018)
- Install a new Firewall (SY2013/2014, Completed)
- Complete the replacement of old Network cabling, routing and switching equipment (SY2013/2014, Completed)
- Upgrade our SQL Server to a newer version (SY2017/2018)

**5. To provide a professional development program that enables all staff to gain proficiency in the use of technology.**

- Seek grants and other funding to provide teachers with professional development in the area of integrating technology into the classroom and the curriculum (On going)
- Implement Microsoft SharePoint (SY2017/2018)

**6. To provide maintenance and security of existing technology platforms**

- Install a new Firewall (SY2013/2014, Completed)

**7. To protect our students from accessing inappropriate materials.**

- Install a new Firewall (SY2013/2014, Completed)
- Continue improving our content filtering profiles (On going)

**8. To prevent our students from making contact with persons not approved for contact by their clinician.**

Due to the backgrounds of many of our students, it is important to their progress and safety that they be prevented from making physical or electronic contact with people not approved by their clinician. For this reason it is necessary for the staff to maintain

## *Harmony Hill School*

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tight control of student's access to electronic communications, such as E-Mail, Facebook, Twitter, Online Chat, Skype and any other Social Media web sites.

- Install a new Firewall (SY2013/2014, completed)
- Continue improving our content filtering profiles (On going)

### **Professional Development Strategy**

Harmony Hill continues to seek grants and other funding for professional development. Currently the Information Technology department is providing some in house training to the school staff on the use of technology. Recent sessions have covered using Microsoft Outlook and using the PBS video streaming curriculum web site ([www.Learn360.com](http://www.Learn360.com)). Funding has recently been acquired and allocated for professional training on the use of the Reading software which is being purchased. Objectives of the professional development strategy at Harmony Hill School include:

- Provide ongoing education for staff on how to use and integrate technology as an effective tool.
- Provide staff with "hands-on" practice time for what they learn in their lab sessions.
- Relate staff development to their immediate job responsibilities.
- Include all staff in the school in technology education.
- Help staff overcome any resistance to the use of technology.

### **Ongoing Evaluation Process**

The Educational Technology Committee meets at least every six months to evaluate the progress of projects and to set new goals and objectives. More frequent meetings of the sub teams assigned to specific projects will take place as required by the projects assigned to them.

## **Timeline for Tasks**

### **On Going**

- Seek grants and other funding to provide teachers with professional development in the area of integrating technology into the classroom and the curriculum
- Upgrade PCs in the School administrative offices
- Seek grants and other funding to purchase additional educational software and hardware, such as;
  - ELMO Camera and Projector units
  - Alpha Smart
  - SmartBoards
  - Tablets/E-Readers/Ipads
- Upgrade PCs in the Computer Lab and in the classrooms
- Continue the development of a campus wide Intranet Portal
- Continue improving our content filtering profiles

### **School Year 2013/2014**

- Complete the implementation of a campus wide Wifi Network (**Completed**)
- Complete the replacement of old Network cabling, routing and switching equipment (**Completed**)
- Install a new Firewall (**Completed**)

### **School Year 2017/2018**

- Split the PCs that students have access to into a different subnet from the administrative staff, so that tighter control and monitoring can be applied
- Upgrade our SQL Server to a newer version
- Implement Microsoft SharePoint
- Integrate Academic and Educational electronic records with the Clinical and Medical electronic records application.

## **Appendix A: Student Internet Safety Policy**

### **Harmony Hill School**

### **Internet Safety Policy**

#### **Introduction**

It is the policy of Harmony Hill School to: (a) prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) prevent unauthorized access and other unlawful online activity; (c) prevent unauthorized online disclosure, use or dissemination of personal identification information of minors; and (d) comply with the Children’s Internet Protection Act [Pub. L. No. 106-554 and 47 USC 254(h)].

#### **Definitions**

Key terms are as defined in the Children’s Internet Protection Act.

#### **Access to Inappropriate Material**

To the extent practical, technology protection measures (or “Internet filters”) shall be used to block or filter Internet, or other forms of electronic communications, access to inappropriate information.

Specifically, as required by the Children’s Internet Protection Act, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors.

All student computers will have filters.

#### **Inappropriate Network Usage**

The following uses of Harmony Hill School’s Internet facilities by students **are always unacceptable**:

- Illegal sharing of intellectual property, such as music, movies, and photographs
- Social networking sites
- Email and other messaging services
- Skype and other video conferencing services
- Viewing pornography and adult sexual content
- Commercial purposes

- Streaming media
- Cyberbullying and other forms of harassment
- Hacking
- Unauthorized disclosure, use and dissemination of personal identification information regarding minors

### **Supervision, Education, and Monitoring**

A staff member must be present at all times when students are accessing the Internet and should remain vigilant to make sure that students are using the internet for acceptable uses, under the law and under this policy. If a staff member detects unacceptable uses of Harmony Hill School's internet facilities, he/she should take immediate action to terminate that use. In addition, if a staff member finds that students are getting into content that is inappropriate, that staff member should report the URL of the inappropriate content to the Information Technology (IT) Department, so that it may be added to our content filtering solution.

It shall be the responsibility of all member of the Harmony Hill School staff to not only supervise and monitor computer usage, but to educate students with regard to appropriate usage of online computer network and access to the Internet with this policy, the Children's Internet Protection Act, the Neighborhood Internet Protection Act, and the Protecting Children in the 21st Century Act. Harmony Hill School's Teachers will provide age appropriate training for students who use the Internet facilities. The training provided will be designed to promote Harmony Hill School's commitment to:

- The standards and acceptable use of Internet services a set forth in the Harmony Hill School's internet Safety Policy;
- Student safety with regard to :
  - Safety on the Internet
  - Appropriate behavior while online, on social networking sites, and in chat rooms. (Student's, while not allowed to access social networking sites and chat rooms with the school's computers, it is important that they understand what appropriate usage means); and
  - Cyberbullying awareness and response.
- Compliance with the E-Rate requirements of the Children's Internet Protection Act (CIPA).

Following receipt of this training, the student will acknowledge that he received the training, understood it, and will follow the provision of Harmony Hill School's acceptable use polices.