



Illinois Technology Plan Online

Plan Name:	District 225 Technology Plan for FY 2006-2009
Period:	FY 2006-2009
RCDT:	140162250170000
Region:	TBD
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Section 2: Acknowledgements & Stakeholder Involvement

Stakeholder Involvement

•District Technology Committee (DTC) Director of Information Services for the District Network Manager for the District Two Associate Principals from Glenbrook North Two Associate Principals from Glenbrook South Coordinator of Technology & Information Services from Glenbrook North Coordinator of Informational Services & Technology from Glenbrook South The DTC is responsible for managing the implementation of the Technology Plan. This committee meets monthly. A sub-group also meets monthly to discuss purely technical issues. Issues brought forward by the DTC are submitted to the district Administrative Team for further discussion. •Individual Teachers and Staff Members in each school Teachers were invited to discuss their collective vision for technology in the school district, their individual schools, their departments and their classrooms. These groups were ad-hoc and will not meet again related to the technology plan. •Administrative Team (ATM) Superintendent Associate Superintendent for Curriculum and Instruction Associate Superintendent for Business Director of Human Resources Director of Public Relations Director of Special Education Director of Information Services Principal and two Associate Principals from Glenbrook North Principal and two Associate Principals from Glenbrook South The ATM meets twice monthly. Any important district and school issues are brought to this group for discussion and analysis. After consensus is reached, issues are presented to the Board of Education for approval as needed. •District Technology Advisory Committee (DTAC) Administrators Teachers Support Staff Director of Information Services Network Manager Coordinator of Technology & Information Services from Glenbrook North Coordinator of Informational Services & Technology from Glenbrook South Representatives from Local Business Employees of Sender Schools Parents Students The DTAC brings together community members and students to obtain broader opinions and feedback on current issues. In its first year, 2003, this committee met three times; it will meet as needed in the future. Each member is identified on one-subcommittee that meets as needed. DTAC members are involved in planning and provide input for assessment of the plan. •Professional Development Team Associate Superintendent for Curriculum and Instruction Director of Information Services Associate Principal for Curriculum and Instruction from Glenbrook North Associate Principal for Curriculum and Instruction from Glenbrook South Technology Trainer from Glenbrook North Technology Trainer from Glenbrook South Director of Human Resources This leadership group meets to plan technology professional development as it relates to important tasks occurring within the schools. Their goal is to embed technology-related professional development within tasks and projects that can be performed more efficiently by using technology tools. •Web Team Coordinator of Technology & Information Services from Glenbrook North Coordinator of Informational Services & Technology from Glenbrook South Web Master from Glenbrook North Web Master from Glenbrook South Web Master from District Director of Information Services Director of Community Relations Associate Principal for Curriculum and Instruction from Glenbrook South Head Librarian from Glenbrook North The Web Team meets monthly to plan new features, improve standardizations, and discuss issues concerning use of the Internet and construction of the district and building websites. They also facilitate the creation of individual teacher web pages. •District Data Team Associate Superintendent for Curriculum and Instruction Administrative Assistant to the Associate Superintendent Director of Information Services Associate Principal for Curriculum and Instruction from Glenbrook North Associate Principal for Curriculum and Instruction from Glenbrook South Technology Trainer from Glenbrook North Technology Trainer from Glenbrook South Teachers from Glenbrook North Teachers from Glenbrook South Data Processing Project Manager During the 2003 calendar year, the district focused on collecting data relating to student achievement and how to best use the data to make informed decisions regarding curriculum and instruction. The Data Team has identified the types of questions they need to be able to answer, the data flow processes, and gaps in the current data warehouse.

Stakeholder

Role

Alina Ostrovskaya	Software Developer
Alla Aptekar	Software Developer
Amy Elliott	Teacher, Glenbrook South
Any Norwood	Teacher, Glenbrook South
Barbara Dill-Varga	Assistant Superintendent for Educational Services
Beth Proske	Teacher, Glenbrook South
Bob McCollum	Associate Principal, Glenbrook South
Brian Wegley	Principal, Glenbrook South
Charles Sprandel	Teacher, Glenbrook South
Dan Oswald	Teacher, Glenbrook South

Danita Fitch	Teacher, Glenbrook South
David Schoenwetter	Teacher, Glenbrook South
Debbie Cohen	Teacher, Glenbrook South
Deborah J. Perisho	Director of Technology
Diane Freeman	Director of Community Information
Dr. Craig Schilling	Assistant Superintendent / Business Affairs
Dr. Dave Hales	Superintendent
Dr. George Tuttle	Director of Special Education
Dr. Michael D. Riggle	Principal, Glenbrook North
Gary Freund	Associate Principal, Glenbrook South
Greg Wojcik	Teacher, Glenbrook South
Jack Barth	Network Manager
Jim Davey	Network Specialist
John Skorupa	Teacher, Glenbrook South
Jorge Zamora	Teacher, Glenbrook South
Kathy Canko	Network Specialist
Kathy Drabant	Coordinator of Technology & Information Services, Glenbrook North
Katy Hansen	Teacher, Glenbrook South
Kurt Simmers	Data Processing Manager
Larry Faulkner	Web Coordinator
Lisa Meinhard	Technology Trainer, Glenbrook South
Mary Zuccarello	Teacher, Glenbrook South
Nathan A. Unterman	Teacher, Glenbrook North
Pam Pleviak	Coordinator of Technology & Information Services, Glenbrook South
Pat Luebbe	Teacher, Glenbrook South
Paul Pryma	Associate Principal, Glenbrook North
Ray Owen	Teacher, Glenbrook South
Robin Sheperd	Teacher
Roseanne Williamson	Associate Principal, Glenbrook North
Ryan Sutherlin	Teacher, Glenbrook South
Steve Kornick	Teacher, Glenbrook South
Tariq Baig	Senior Network Engineer
Terry Harris	Teacher, Glenbrook South
Tim Spadoni	Project Specialist
Todd Huettel	Technology Trainer, Glenbrook North

Tom Henderson

Victoria Helander-Heiser

Vince Pinelli

William Horine

Teacher, Glenbrook South

Director of Human Relations

Teacher, Glenbrook North

Teacher

Section 3: District/School & Community Profile

Characteristics

The Community

Northfield Township High School District 225, located 20 miles north of Chicago and 4 miles west of Lake Michigan, serves the communities of Northbrook and Glenview, Illinois. With a combined population of over 70,000, residents of these upper-middle income communities enjoy a unique mix of recreation, housing, educational, cultural and business opportunities. The predominant occupations of those residing in the community are professional, semi-professional, managerial, proprietary and sales.

Northfield Township is surrounded by over 800 acres of forest preserves and lagoons, including The Grove, a National Historic Landmark, and the Chicago Botanical Garden. Both communities support park districts, which provide outstanding year-round recreation in some of the finest publicly owned ice rinks, swimming pools, golf courses, tennis facilities and parks.

Within close proximity to the Edens Expressway, the Tri-State Tollway, O'Hare International Airport and Chicago's famed business center, Northbrook and Glenview offer prime locations for successful entrepreneurs as well as many multinational corporations such as Kraft, Zenith, Avon, Allstate, United Parcel, Culligan and Motorola.

Some of the country's finest colleges and universities are nearby. Expert medical care is provided by the 152-bed Glenbrook Hospital. Numerous churches, temples and mosques flourish in the community. Northbrook Court, The Glen, as well as several attractive neighborhood-shopping areas, provide all of the essentials for comfortable living and contribute to the ambience of the area. Coupled with residents' pride and participation in their communities, Northbrook and Glenview are wonderful places in which to live, work and raise a family. The quality of life is superior.

The Schools

Both Glenbrook North and Glenbrook South are comprehensive, highly competitive high schools where the wide variety of curricular and co-curricular offerings and opportunities are matched only by the determination of the students and faculty to achieve excellence in all areas. Special programs such as the Academy, TEAM, and the Off Campus Center provide "school within a school" atmosphere for certain groups of students. The Glenbrook Evening High School was founded in 1975 as an alternative to students who need to work during the day and/or who can benefit from attending a small intimate school where instruction is customized to the needs of the individual student and performed within a less competitive environment.

School, Staff & Community Demographics

NORTHFIELD TWP HIGH SCH DIST 225

Student Demographics & Characteristics - Race / Ethnicity

Summarizing the DISTRICT 225 data for the Years 1999 through 2005:

1999 - White (78.3%), Black (1.1%), Hispanic (2.8%), Asian (17.7%), Native American (0.2%), and Multi-racial/Ethnic (-%)

2000 - White (79.0%), Black (1.0%), Hispanic (2.8%), Asian (17.0%), Native American (0.2%), and Multi-racial/Ethnic (-%)

2001 - White (79.6%), Black (1.0%), Hispanic (3.2%), Asian (16.0%), Native American (0.3%), and Multi-racial/Ethnic (-%)

2002 - White (79.7%), Black (1.0%), Hispanic (3.4%), Asian (15.7%), Native American (0.2%), and Multi-racial/Ethnic (-%)

2003 - White (80.0%), Black (1.1%), Hispanic (3.6%), Asian (15.0%), Native American (0.1%), and Multi-racial/Ethnic (-%)

2004 - White (79.1%), Black (1.3%), Hispanic (4.0%), Asian (15.5%), Native American (0.1%), and Multi-racial/Ethnic (-%)

2005 - White (78.6%), Black (1.6%), Hispanic (4.1%), Asian (15.5%), Native American (0.1%), and Multi-racial/Ethnic (0.1%)

In order to provide a basis for comparison, data for the State of Illinois over the same period of time is listed below:

1999 - White (62%), Black (20.8%), Hispanic (13.9%), Asian (3.2%), Native American (0.2%), and Multi-racial/Ethnic (-%)

2000 - White (61.1%), Black (20.9%), Hispanic (14.6%), Asian (3.3%), Native American (0.2%), and Multi-racial/Ethnic (-%)

2001 - White (60.1%), Black (20.9%), Hispanic (15.4%), Asian (3.4%), Native American (0.2%), and Multi-racial/Ethnic (-%)

2002 - White (59.3%), Black (20.8%), Hispanic (16.2%), Asian (3.5%), Native American (0.2%), and Multi-racial/Ethnic (-%)

2003 - White (58.6%), Black (20.7%), Hispanic (17.0%), Asian (3.6%), Native American (0.2%), and Multi-racial/Ethnic (-%)

2004 - White (57.7%), Black (20.8%), Hispanic (17.7%), Asian (3.6%), Native American (0.2%), and Multi-racial/Ethnic (-%)

2005 - White (56.7%), Black (20.3%), Hispanic (18.3%), Asian (3.7%), Native American (0.2%), and Multi-racial/Ethnic (0.7%)

NORTHFIELD TWP HIGH SCH DIST 225

Teacher & Administrator Information - Teacher Demographics and Characteristics

1999 - White (98.3%), Black (0.3%), Hispanic (1.0%), Asian (0.3%), Native American (-%), Male (54.5%) and Female (45.5%)

2000 - White (98.3%), Black (0.3%), Hispanic (0.7%), Asian (0.7%), Native American (-%), Male (53.1%) and Female (46.9%)

2001 - White (97.4%), Black (0.3%), Hispanic (1.0%), Asian (1.3%), Native American (-%), Male (54.0%) and Female (46.0%)

2002 - White (97.5%), Black (0.3%), Hispanic (0.6%), Asian (1.5%), Native American (-%), Male (51.9%) and Female (48.1%)

2003 - White (96.6%), Black (0.3%), Hispanic (0.9%), Asian (2.1%), Native American (-%), Male (52.8%) and Female (47.2%)

2004 - White (96.4%), Black (0.3%), Hispanic (1.2%), Asian (2.1%), Native American (-%), Male (51.6%) and Female (48.4%)

2005 - White (95.5%), Black (0.3%), Hispanic (1.7%), Asian (2.5%), Native American (-%), Male (51.6%) and Female (48.4%)

In order to provide a basis for comparison, similar data for the State of Illinois over the same period of time is listed below:

1999 - White (84.9%), Black (11.0%), Hispanic (3.3%), Asian (0.7%), Native American (0.1%), Male (24.6%) and Female (75.4%)

2000 - White (85.0%), Black (10.7%), Hispanic (3.4%), Asian (0.8%), Native American (0.1%), Male (24.4%) and Female (75.6%)

2001 - White (84.7%), Black (10.6%), Hispanic (3.7%), Asian (0.9%), Native American (0.1%), Male (24.0%) and Female (76.0%)

2002 - White (85.0%), Black (10.2%), Hispanic (3.7%), Asian (0.9%), Native American (0.1%), Male (23.4%) and Female (76.6%)

2003 - White (84.6%), Black (10.2%), Hispanic (4.1%), Asian (1.0%), Native American (0.1%), Male (23.4%) and Female (76.6%)

2004 - White (85.0%), Black (9.8%), Hispanic (4.0%), Asian (1.0%), Native American (0.1%), Male (23.4%) and Female (76.6%)

2005 - White (84.3%), Black (9.9%), Hispanic (4.5%), Asian (1.2%), Native American (0.2%), Male (23.5%) and Female (76.5%)

OTHER CHARACTERISTICS:

Northbrook, Illinois 60062
Land area: 12.9 square miles

Population (year 2000): 33,435, Est. population in July 2004: 34,209 (+2.3% change)
Males: 16,148 (48.3%), Females: 17,287 (51.7%)
Median resident age: 44.1 years
Median household income: \$95,665 (year 2000)
Median house value: \$370,800 (year 2000)

Racial Distribution in Northbrook:

White Non-Hispanic (87.8%)
Korean (4.4%)
Hispanic (1.8%)
Chinese (1.8%)
Asian Indian (1.1%)
Two or more races (1.0%)
Filipino (0.6%)
Black (0.6%)
Japanese (0.5%)

Educational statistics for population 25 years and over in Northbrook

High school or higher: 95.6%
Bachelor's degree or higher: 62.2%
Graduate or professional degree: 27.6%
Unemployed: 2.0%

Glenview, Illinois 60025

Land area: 13.5 square miles
Population (year 2000): 41,847, Est. population in July 2004: 44,655 (+6.7% change)
Males: 20,104 (48.0%), Females: 21,743 (52.0%)
Median resident age: 41.3 years
Median household income: \$80,730 (year 2000)
Median house value: \$336,000 (year 2000)

Racial Distribution in Glenview:

White Non-Hispanic (83.1%)
Korean (4.5%)
Hispanic (4.1%)
Asian Indian (1.6%)
Black (1.6%)
Chinese (1.4%)
Two or more races (1.4%)
Other race (1.3%)
Filipino (1.2%)
Japanese (0.8%)
Other Asian (0.6%)

Educational statistics for population 25 years and over in Glenview

High school or higher: 94.3%
Bachelor's degree or higher: 55.9%
Graduate or professional degree: 23.9%
Unemployed: 2.3%

Attributes & Challenges of the District/School and Community

Poverty Level

As reported by each school's Illinois School Report Card (Appendix), the poverty level is not particularly high when compared to other schools in the state. Students from low-income families comprise approximately 2.0% of the Glenbrook North student body and about 10.6% of the students attending Glenbrook South. However, given the relatively high socio-economic character of the district, the gap between students from low-income families and students who comprise the remainder of the student body is sometimes quite wide, and can present more problems than one might expect.

Unique Challenges

Different portions of the school district are growing at different rates. The closing of the Glenview Naval Air Station and its subsequent development as a multi-use (commercial, residential, open space, etc.) tract of land has, along with other factors, increased the enrollment pressure at Glenbrook South. The Board of Education recently completed a multi-year building and renovation program at both schools. The district must initiate a new program to meet the challenges of increased enrollments, particularly at Glenbrook South. The timing and urgency of this program will test the district's fiscal resources to the limit.

The Glenbrook school district attracts a variety of residents, many residing in the district for only a short period of time. The result is a very mobile student body many of which enter the high schools not from the townships' elementary schools, but from a variety of locals throughout the world. The result is a student body with a high degree of diversity in academic preparation as well as cultural background. In the class of 1999, 11.2% of the Glenbrook North graduates and 26.2% of the Glenbrook South graduates came from schools outside of Northfield Township. The task of teaching students with increasingly diverse skills and language abilities is one of the unique challenges faced by the Glenbrook staff.

Section 4: Vision

Vision Explanation

The Northfield Township High School District 225 developed the vision for technology by holding a number of meetings with school district administrators, teachers, support staff, parents, and students. This series of meetings was designed to understand the current uses of technology, and the vision that the school district and the community had for the use of technology in the high school.

At the same time as the technology plan was being developed, the school district created a district strategic plan, which has a technology strand to it. Data from that plan has been incorporated in the district's technology vision and plan.

Vision Statement

Northfield Township High School District 225 will maximize quality educational opportunities for all students. To accomplish this goal, technology must be used to:

- Produce reliable data for determining current and future student needs
- Provide reliable access to course resources and assignments, both on our network or on the Internet, and to stored personal data
- Provide communication among staff, students and parents
- Provide opportunities for innovative teaching and learning
- Provide timely implementation and support for educational technology
- Eliminate the digital divide.

Section 5: Data Analysis, Collection & Sources

Data Analysis Processes

A detailed analysis of the district report card data was done help to identify any patterns that may show areas that need to be improved as well as growth areas that can be shared between the schools in the district.

One of the most profound areas that must be addressed is the area of low-income students. At Glenbrook North, that number is relatively low, however, at Glenbrook South, the number is approximately 10% of the student population. This triggers concerns about the development of a digital divide. This issue clearly shows up in the state report card data and has been expressed in the meetings with staff members.

In reviewing the technology inventories of the school district, it is apparent that there has been an attempt to replace all of the hardware every five years. However, this replacement cycle can vary based on the schools' budgets and if there are other needs in the district. There was some discussion of changing to a single platform, away from the Apple Macintosh computer, but so many staff members have software and equipment that interfaces with the Macintosh computers that the district has committed to support the Macintosh computer as long as it is educationally and financially sound to do so.

The staff expressed concerns about the technology support that is being provided, both in terms of timeliness of response and the ability of the technology staff to support the equipment, network and software.

The staff also expressed concerns about the existing regulations relating to the installation of trial and full versions of legal software that is needed to teach classes; the consensus is that the process is very slow.

Communication through the use of web-based resources with students, parents, and community members from the school district staff is difficult at the present time. The staff is looking for an easier method to establish communication or a process to build web sites.

Access to the district's communication network from home for staff members and students is non-existent due to a lack of training. Both students and staff must be able to access resources that are on the school communication network from home.

Data Collection Processes

A series of open group meetings were held in order to gather input from teachers and staff members at each of the schools. Additionally, individual meetings were held with teachers and staff members who wanted to have more time to help to provide a focus for the school district and its use of technology.

A group meeting was held with the district's administrative team to gather their vision.

Data Sources

Document	URL
Glenbrook North State Report Card	http://www.glenbrook.k12.il.us/district/publicity/pdf/gbn.pdf
Glenbrook South State Report Card	http://www.glenbrook.k12.il.us/district/publicity/pdf/gbs.pdf
Glenview Village web site	http://www.glenview.il.us
Illinois State Report Card	http://iirc.niu.edu/scripts/district.asp?districtid=140162250&test=all
Northbrook Village web site	http://www.northbrook.il.us
Northfield Township High School District "Dashboard Reports"	http://www.glenbrook.k12.il.us/district/bo_of_ed/pdf/dashboard%20reports2005.pdf
Northfield Township High School District 2005-2006 Comprehensive Plan	http://www.glenbrook.k12.il.us/district/admggen/plan/planprocess.htm
Northfield Township High School District	http://www.glenbrook.k12.il.us/district/business/pdf/statebudget.pdf

Budget Form

<http://www.glenbrook.k12.il.us/district/business/poi/statebudget.ppt>

Section 6: Action Plan

Community Involvement

Goal 1: Website

Description: Description: Upgrade the district website to better communicate district, teacher, and community information to the citizens of Northfield Township High School District 225.

Gap: Both parents and teachers have expressed in meetings that access to up-to-date and accurate school information, and an increased presence of teachers on the district website were needed.

Strategy 1:

Redesign district website

Description:

Redesign the look and navigation features to make the website more user friendly and accessible to the community.

Cost	Funding Source	Person Responsible
\$119,200.00	Local	Web Coordinator & Community Relations Coordinator
Time Frame	Start Date	End Date
2006-2007	7/1/2006	6/30/2007

Activity 1: Policies and Guidelines

Description: Work with the appropriate district staff and the Board of Education to create, review, and update all appropriate policies and guidelines relating to the creation, updating, and posting of information to the district’s website.

Activity 2: Website Design

Description: Work with appropriate district staff and community members to identify and collect the essential elements to develop the categories and information base to be communicated by the website.

Activity 3: Teacher Website Development

Description: Provide the access protocols and resources for teachers to post web pages related to their classroom activities.

Activity 4: Infrastructure Analysis

Description: Analyze web site hardware and software and improve the infrastructure as needed.

Goal 2: Electronic Communications

Description: Description: Improve communications with the community and district employees through electronic means.

Gap: Parents and teachers have expressed the need for communicating with each other by electronic means.

Strategy 1:

Electronic Newsletter and Email

Description:

Create, post, and/or send district information through the use of electronic means to community and staff members in a readily accessible format.

Cost	Funding Source	Person Responsible
\$2,200.00	Local	Director of Technology and Dir. of Community Info.
Time Frame	Start Date	End Date
2006-2007	7/1/2006	6/30/2009

2007-2008
2008-2009

Activity 1: Policies and Guidelines

Description: Working with the appropriate district staff and the Board of Education, develop, review, and update all necessary policies and guidelines for the use of electronic communications.

Activity 2: Train Appropriate Staff

Description: Train appropriate staff on the production and distribution of electronic communications.

Activity 3: Community Communication

Description: Advertise the availability of the district’s electronic communications systems and develop mechanisms for collecting electronic contact information.

Goal 3: Community Partnerships

Description: Description: Develop partnerships with local businesses interested in promoting mutual educational goals.
Gap: Many businesses are located within the boundaries of the school district with which there is a potential for mutual benefit, especially in providing educational resources for students.

Strategy 1:

Service Organizations

Description:

Participate with local service organizations to communicate common educational opportunities for businesses and the school district.

Cost	Funding Source	Person Responsible
\$2,000.00	Local	Superintendent
Time Frame	Start Date	End Date
2006-2007 2007-2008 2008-2009	7/1/2006	6/30/2009

Activity 1: Networking

Description: The superintendent or his designee will attend the meetings of service organizations to promote and discuss mutual goals.

Strategy 2:

Business Outreach

Description:

Reach out to selected businesses to promote the benefits of mutual cooperation.

Cost	Funding Source	Person Responsible
\$2,000.00	Local	Superintendent
Time Frame	Start Date	End Date
2006-2007 2007-2008 2008-2009	7/1/2006	6/30/2009

Activity 1: Business Contacts

Description: The superintendent or his designee will meet with selected businesses and identify the services or goods that businesses could provide to the school district and the benefits that would accrue to the companies by doing so.

Goal 4: Digital Divide

Description: Description: The school district, working with community organizations, will identify opportunities to use district technology resources to reduce the impact of the digital divide.

Gap: While many households within the district have access to current computer technologies in the home, there is a significant number that do not.

Strategy 1:

Reducing the Digital Divide

Description:

The school district will work with community organizations to identify processes to reduce the digital divide.

Cost	Funding Source	Person Responsible
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\$1,000.00	Local	Superintendent
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Time Frame	Start Date	End Date
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2006-2007	7/1/2006	6/30/2009
2007-2008		
2008-2009		

Activity 1: Community Access

Description: Identify an appropriate method to allow community members to use district technology resources to improve community members’ access to electronic resources.

Activity 2: Recycled Computers

Description: The school district will develop a mechanism to allow businesses, foundations or community service organizations to provide their recycled computers to the families of district students without the means to purchase their own.

Curriculum & Instruction

Goal 1: Ubiquitous Access

Description: Description: Establish appropriate ubiquitous access to files and applications for students and staff.

Gap: Students and staff expressed in meetings a strong need to be able to access their files and various educational applications from multiple places within the school and from home.

Strategy 1:

File Access

Description:

Establish the policies and protocols to allow students and staff to access their files from any location.

Cost	Funding Source	Person Responsible
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\$18,000.00	Local	Technology Support Manager, Director of Technology
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Time Frame	Start Date	End Date
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2006-2007	7/1/2006	6/30/2007
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Activity 1: Design Access Protocols

Description: Design an appropriate set of protocols and security measures to allow anywhere access to files for students and staff.

Activity 2: Educate Stakeholders in File Access

Description: Prepare explanatory materials and training sessions, where appropriate, to educate students and staff on how to access files.

Strategy 2:

Data Access

Description:

Establish the policies and protocols necessary to allow various members of the district community access to information that will help them encourage higher levels of student achievement.

Cost	Funding Source	Person Responsible
\$120,964.00	Local	Senior Info. Systems Tech., Dir. of Technology
Time Frame	Start Date	End Date
2006-2007	7/1/2006	6/30/2006

Activity 1: Teacher Access

Description: Allow teachers secure access to relevant data in the student information system, including the ability to run selected, pre-created reports as needed.

Activity 2: Parent/Guardian Access

Description: In cooperation with teacher representatives, develop the philosophy and policies for parents/guardians to access relevant information regarding their children online.

Activity 3: Student Access

Description: Allow students secure access to relevant grade information in their own records.

Activity 4: Administrative Access

Description: Allow administrators secure access to all appropriate student, business, and other relevant data.

Activity 5: Educate Stakeholders in Data Access

Description: Prepare explanatory materials and training sessions, where appropriate, to educate students and staff on how to access data.

Activity 6: Electronic Test Services

Description: Purchase electronic standardized test data results and pre-bubbling services for district tests where possible.

Activity 7: Supplies & License Maintenance

Description: Maintain supplies and maintenance/upgrade licenses necessary to complete student grade reporting and district business operations.

Activity 8: Human Resources System

Description: Purchase and implement a Human Resources system as detailed in the RFP and subsequent product selection including the software, training, and project implementation services.

Strategy 3:

Application and Peripheral Access

Description:

Establish the policies and protocols necessary to provide appropriate and timely access to applications and peripheral devices.

Cost	Funding Source	Person Responsible
\$20,500.00	Local	Director of Technology, Tech. Support Manager
Time Frame	Start Date	End Date
2006-2007 2007-2008 2008-2009	7/1/2006	6/30/2007

Activity 1: Equal Access

Description: Ensure that all educational applications are equally accessible in sufficient numbers to all campuses.

Activity 2: Tech Enabled Classrooms

Description: Coordinate the curricular and software programs with the deployment of the tech-enabled classrooms described in the Deployment and Sustainability section.

Activity 3: Foreign Language Labs

Description: Coordinate the curricular and software programs with the deployment of the foreign language labs described in the Deployment and Sustainability section.

Activity 4: Software

Description: Coordinate the timely purchase of software to meet curricular needs with the testing methodologies described in the Deployment and Sustainability section.

Activity 5: Science Classrooms

Description: Coordinate the curricular and software programs with the deployment of the science classrooms described in the Deployment and Sustainability section.

Activity 6: Peripheral Devices

Description: Coordinate the curricular and software programs with the deployment of the peripherals (probes, printers, DVD burners, Palms, etc.) described in the Deployment and Sustainability section.

Strategy 4:

Digital Communications

Description:

Transition from traditional analog to modern digital technologies in television, radio and other instructional areas to include the use of podcasts and streaming video.

Cost	Funding Source	Person Responsible
\$32,500.00	Local	Instructional Tech. Coordinators, Curric. Leaders
Time Frame	Start Date	End Date
2006-2007 2007-2008 2008-2009	7/1/2006	6/30/2009

Activity 1: Curriculum and Lab

Description: Revamp the Broadcasting curriculum and teaching laboratory from an analog to digital environment to better prepare the communications students for the 21st century.

Activity 2: Podcasts

Description: Allow teachers to create and post podcasts of their daily lessons.

Activity 3: Streaming Video

Description: Review, select and implement a video streaming service such as United Streaming.

Strategy 5:

Individualized Courses

Description:

Provide access to online courses to promote individualized learning.

Cost	Funding Source	Person Responsible
\$35,000.00	Local, Grants	Instructional Tech. Coordinators, Curric. Leaders
Time Frame	Start Date	End Date
2006-2007 2007-2008 2008-2009	7/1/2006	6/30/2009

Activity 1: Alternative Learning

Description: Provide access and support for supplemental individual learning systems such as NovaNET, Scholastic Read 180, and Kurzweil.

Activity 2: Distance Learning

Description: Provide access and support for distance learning opportunities to enhance courses currently offered by Northfield Township School District 225.

Strategy 6:

Online Resources

Description:

Provide access for staff and students to online resources such as online databases, textbook resources, supplemental curricular materials, email, educational IRC's, RSS feeds, and district approved blogs.

Cost	Funding Source	Person Responsible
\$36,250.00	Local	Dir. of Technology, Instruc. Tech. Coordinators
Time Frame	Start Date	End Date
2006-2007 2007-2008 2008-2009	7/1/2006	6/30/2009

Activity 1: Online Databases

Description: Review, renew, and expand access to online databases and resources for educational reference purposes.

Strategy 7:

Remote Access

Description:

Provide remote access for staff and students to district electronic resources.

Cost	Funding Source	Person Responsible
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\$16,000.00	Local	Tech. Support Manager, Instruc. Tech. Coordinators
Time Frame	Start Date	End Date
2006-2007	7/1/2007	6/30/2008

Activity 1: Remote Homework Access

Description: Provide remote access to teacher created homework assignments.

Activity 2: Remote Access to Online Resources

Description: Provide remote access to district purchased online resources such as online databases, courseware, and instructional materials.

Professional Development

Goal 1: Staff Training

Description: Description: Provide district staff access to scheduled training opportunities as well as just-in-time training assistance.

Gap: Staff has expressed a strong need for additional training in instructional technology applications and administrative software systems.

Strategy 1:

Internally Provided Training

Description:

Develop policies and procedures to use on-site resources to provide scheduled and just-in-time training for teachers, administrators, and support staff.

Cost	Funding Source	Person Responsible
\$14,500.00	Local	Instructional Technology Coordinators
Time Frame	Start Date	End Date
2006-2007 2007-2008 2008-2009	7/1/2006	6/30/2009

Activity 1: Department Level Training

Description: Provide opportunities for training in applications specifically used at the department level.

Activity 2: Technology Orientation

Description: Provide training in the policies and procedures for appropriate use of district technology systems for new and veteran staff.

Activity 3: Training to Standards

Description: Provide training opportunities to assist teachers in meeting the NETS-T and the Technology Standards for all Illinois Teachers [24.120] and local technology skill requirements.

Activity 4: SIS Training

Description: Provide in-depth Student Information System training for teachers, administrators, technical staff, and support staff.

Strategy 2:
Outside Training

Description:
Description: Offer access to training opportunities provided by outside vendors for teachers, administrators, technical staff, and support staff.

Cost	Funding Source	Person Responsible
\$67,200.00	Local	Technology Director

Time Frame	Start Date	End Date
2006-2007 2007-2008 2008-2009	7/1/2006	6/30/2009

Activity 1: Courses

Description: Provide opportunities for staff to take technology courses in areas that align with district goals and support their assigned duties for the purpose of keeping their knowledge current.

Activity 2: Conferences

Description: Provide opportunities for staff to attend professional conferences in areas that align with district goals and support their assigned duties for the purpose of keeping their knowledge current and helping to identify emerging trends.

Activity 3: Library Automation Training

Description: Provide in-depth library automation system training for librarians, teachers, technical staff, and support staff.

Strategy 3:
Distance Training

Description:
Provide on-line access to technology training opportunities in areas that align with district goals when such access is more cost effective, desirable, or other training means are not available.

Cost	Funding Source	Person Responsible
\$50,000.00	Local, Grants	Dir. of Technology, Curriculum Leaders

Time Frame	Start Date	End Date
2006-2007 2007-2008 2008-2009	7/1/2007	6/30/2009

Activity 1: On-line Courses

Description: Identify criteria for analyzing whether an online technology course should be supported by the district for Academic Attainment.

Strategy 4:
Time to Learn

Description:
The district, in consultation with appropriate parties, will develop a mechanism to allow staff to practice skills learned and apply them to achieving district goals.

Cost	Funding Source	Person Responsible
\$36,000.00	Local	Dir. of Technology, Building Principals

Time Frame	Start Date	End Date
2006-2007 2007-2008 2008-2009	7/1/2006	6/30/2009

Activity 1: Policy Development

Description: Convene a meeting of stakeholders including administrators, union representatives, and others to recommend a policy of release time for training or other strategies that will promote the development of staff technology proficiency.

Activity 2: Policy Implementation

Description: Implement the policy developed in Activity 1.

Technology Deployment & Sustainability

Goal 1: Network Function

Description: Description: Improve the speed and reliability of the network.

Gap: Interviews, consultant assessments, and help desk trouble tickets all indicate that there are problems with consistency of network speed and reliability.

Strategy 1:

Establish Performance and Reliability Standards

Description:

Determine the levels of performance and reliability (minimum and normal) at which the network must function.

Cost	Funding Source	Person Responsible
\$32,326.00	Local	Dir. of Technology, Technology Support Manager
Time Frame	Start Date	End Date
2006-2007	7/1/2006	6/30/2007

Activity 1: Network Assessment

Description: Acquire (or update) and employ software tools that will provide accurate and real time data and alerts regarding network function.

Activity 2: Policy Development

Description: Develop policies and procedures to address inconsistencies or unacceptable performance of the network in a timely fashion.

Strategy 2:

Network Upgrade and Maintenance

Description:

Develop policies that define what types of network access activities may occur and when they may take place to ensure that sufficient bandwidth is available for all educational activities.

Cost	Funding Source	Person Responsible
\$369,850.00	Local, Erate	Dir. of Technology, Technology Support Manager
Time Frame	Start Date	End Date
2006-2007 2007-2008	7/1/2006	6/30/2009

2008-2009

Activity 1: Optimize Network Usage

Description: After review of relevant network traffic and projected stakeholder usage, develop and implement policies to optimize network usage.

Activity 2: Network Equipment

Description: Replace the core switch and other switches as appropriate to provide maximum performance.

Activity 3: Network Operations and Consulting

Description: Provide supplies and consulting services to keep the network operating at peak performance.

Activity 4: Network Equipment and Software Upgrades

Description: Upgrade servers and network software, as appropriate, to keep network operating at peak performance.

Goal 2: Equitable and Appropriate Access

Description: Description: Ensure that all technology systems within the district are provided equitably and appropriately to all stakeholders.

Gap: An assessment of the technology implementations employed in both campuses indicated significant differences in physical equipment and curricular applications.

Strategy 1:

Campus Equity

Description:

Ensure that the North and South campuses have equally functioning state-of-the-art curricular technology systems.

Cost	Funding Source	Person Responsible
\$219,000.00	Local	Dir. of Technology, Instruc. Tech. Coordinators
Time Frame	Start Date	End Date
2006-2007 2007-2008 2008-2009	7/1/2006	6/30/2009

Activity 1: Language Lab

Description: Upgrade the Glenbrook North language laboratory to the same digital technology available in the Glenbrook South laboratory.

Activity 2: Radio and Television

Description: Transition from traditional analog to digital technologies in radio and television production instruction.

Activity 3: Tech Enabled Classrooms

Description: Continue the implementation of tech enabled classrooms to improve the instructional environment.

Activity 4: Science Classrooms

Description: Improve the workstation deployment in science classrooms with the use of small computers to better fit the available space.

Activity 5: Peripheral Devices

Description: Expand the availability of probes and other peripherals for curricular use with workstations.

Strategy 2:

Appropriately Configured Educational Tools

Description:

Provide access to computer-based technologies that meet the professional requirements of the teaching staff.

Cost	Funding Source	Person Responsible
\$.00	Local	Director of Technology
Time Frame	Start Date	End Date
2006-2007 2007-2008 2008-2009	7/1/2006	6/30/2009

Activity 1: Laptop Computing

Description: Provide laptop or tablet computers for the teaching staff that may be taken home.

Activity 2: Desktop Restrictions

Description: Identify and implement appropriate permissions on computers used by teachers for their professional work to allow personalized settings and the installation of educational software by the staff member.

Activity 3: Peripheral Selection

Description: Adjust desktop restrictions to allow staff members to select appropriate peripheral devices (e.g. printer, DVD/CD burner).

Activity 4: Adjust System Configuration Policies

Description: Include teacher input in the establishment of appropriate policies for system configurations such as password policies or email size limits.

Strategy 3:

Wireless Access

Description:

Provide appropriate and secure wireless access to laptops and/or tablets of staff and students.

Cost	Funding Source	Person Responsible
\$7,500.00	Local, Erate	Dir. of Technology, Technology Support Manager
Time Frame	Start Date	End Date
2006-2007 2007-2008 2008-2009	7/1/2006	6/30/2009

Activity 1: Design Wireless Coverage Map

Description: Create a plan to deploy wireless access points to allow anywhere campus access to the Internet and selected network resources.

Activity 2: Create Appropriate Access Policies

Description: Develop appropriate policies for staff, student and guest wireless access to the

network from computers and handheld devices.

Activity 3: Deploy Wireless Access Hardware

Description: Deploy wireless network hardware at both campuses.

Strategy 4:

Laboratory Utilization

Description:

Develop the capacity to provide equitable and as-needed access to department-based laboratory and portable resources.

Cost	Funding Source	Person Responsible
\$.00	Local	Instructional Technology Coordinators

Time Frame	Start Date	End Date
2006-2007 2007-2008 2008-2009	7/1/2006	6/30/2009

Activity 1: Assess and Schedule Lab Utilization

Description: Analyze current lab usage and then create a scheduling mechanism to optimize use of existing labs.

Activity 2: Expand Laboratory Resources

Description: Expand the availability of fixed and portable labs and installation of software as necessary.

Strategy 5:

Multiple Hardware Platforms

Description:

Support the hardware platforms that run Glenbrook's educational applications.

Cost	Funding Source	Person Responsible
\$3,750.00	Local	Technology Support Manager

Time Frame	Start Date	End Date
2006-2007 2007-2008 2008-2009	7/1/2006	6/30/2009

Activity 1: Macintosh/PC

Description: Provide appropriate technology support for both Macintosh and PC platforms to ensure that all adopted educational applications may be employed.

Goal 3: Equipment Refresh

Description: Ensure that hardware and operating systems software reliably and efficiently meet the technology needs of staff and students.

Strategy 1:

Examine the Replacement Cycle

Description:

Review existing policies and procedures concerning the equipment replacement cycle and revise as necessary.

Cost	Funding Source	Person Responsible
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\$.00	Local	Technology Support Manager, Director of Technology
Time Frame	Start Date	End Date
2006-2007	7/1/2006	6/30/2007

Activity 1: Affirm Replacement Period

Description: Review the current five-year replacement cycle for technology hardware and revise as necessary.

Activity 2: Create Budgeting Guidelines

Description: Develop appropriate budget recommendations to permit maintaining the recommended replacement cycle.

Strategy 2:

Refresh Workstation Hardware

Description:

Provide workstation hardware that meets the needs of staff and students.

Cost	Funding Source	Person Responsible
\$448,350.00	Local	Technology Support Manager
Time Frame	Start Date	End Date
2006-2007 2007-2008 2008-2009	7/1/2006	6/30/2009

Activity 1: Workstation Refresh

Description: Replace workstations per the replacement cycle guidelines.

Strategy 3:

Refresh Operating Systems and Network Hardware

Description:

Provide operating systems versions and hardware levels (e.g. amount of memory, hard disk capacity) sufficient to efficiently run adopted software packages.

Cost	Funding Source	Person Responsible
\$32,500.00	Local	Technology Support Manager
Time Frame	Start Date	End Date
2006-2007 2007-2008 2008-2009	7/1/2006	6/30/2009

Activity 1: Standardization

Description: Review and update specifications for hardware and operating systems for supported platforms to ensure standardization, efficient acquisition, and ease of installation.

Activity 2: Capacity Refresh

Description: Annually review the capacity of hardware of an age less than specified in the replacement cycle to run adopted software applications and upgrade operating systems and hardware capacity as appropriate.

Goal 4: Unified & Proactive Planning

Description: Description: Develop proactive procedures to maintain excellent technology support for the curricular activities of the Glenbrook campuses.

Gap: Interviews with teaching and administrative staff indicate that technology planning and purchase procedures have been disjointed. The time between a request for an educational software package and its installation often prevents the use from being educationally relevant.

Strategy 1:

Improve Communications

Description:

Improve the communication between stakeholders (faculty, administration, technology staff) of information needed for proactive planning.

Cost	Funding Source	Person Responsible
\$.00	Local	Director of Technology
Time Frame	Start Date	End Date
2006-2007 2007-2008 2008-2009	7/1/2006	6/30/2009

Activity 1: Department-level Reports

Description: Conduct an annual data collection activity within each department to gather information concerning projected curricular needs related to technology. Such an activity would involve both written surveys and face-to-face meetings.

Activity 2: Campus-wide Technology Committee

Description: A committee composed of the departmental Technology Advocates, students, designated building administrators, Instructional Technology Coordinators, Technology Support Manager, and the Director of Technology meets at least three times per year to share goals and problems and keep up-to-date on the latest educational technologies.

Activity 3: District Technology Committee

Description: A committee composed of district and building administrators, the Director of Technology, and the Instructional Technology Coordinators meet at least two times per year to create high-level and long range priorities for technology planning and implementation.

Strategy 2:

Streamline Technology Adoption Process

Description:

Create a process that provides a short time between the discovery by a teacher of a useful technology-based educational tool and its acquisition/availability for classroom use.

Cost	Funding Source	Person Responsible
\$1,500.00	Local	Director of Technology
Time Frame	Start Date	End Date
2006-2007	7/1/2006	6/30/2007

Activity 1: Test Network

Description: Provide a location for teachers to install and test new technologies and software for potential adoption.

Activity 2: Streamlined Software Adoption Process

Description: Create the policies and procedures to acquire, test, and install software recommended by a department/teacher in a timely fashion.

Goal 5: Support

Description: Provide timely and accurate help and support to all district staff in the application of technology in support of their job function.

Gap: A study performed by outside consultants found that users were widely dissatisfied with the quality of technical support and the communication of progress/resolution of issues. Each campus operated independently resulting in solutions to similar problems being re-created in each campus. Tracking of issues in each campus was accomplished through different systems that were inconsistently used.

Strategy 1:

Help Desk

Description:

Provide readily available support to all staff for technical issues. Assign support assistance as appropriate for problem resolution. Track support incidents for assessing efficiency. Analyze support incident responses for planning purposes.

Cost	Funding Source	Person Responsible
\$23,300.00	Local	Technology Support Manager
Time Frame	Start Date	End Date
2006-2007	7/1/2006	6/30/2007

Activity 1: Help Desk Tracking System

Description: Implement a unified, district-wide, help desk tracking system into which all support issues and their resolutions are entered and from which users may receive progress reports on their issues.

Activity 2: Help Desk Process and Staffing

Description: Operate the Help Desk with two technicians during normal working hours and one technician during designated extended working hours. Help Desk staff should operate according to an adopted procedure/escalation chart to provide timely assessment of the issue and prompt resolution.

Activity 3: Communications

Description: Conduct periodic meetings (weekly or bi-weekly) of the technical support staff for the purpose of training and sharing support problems and solutions.

Strategy 2:

Just-In-Time Training

Description:

Individualized support help on specific issues is provided to the end user on an as-needed basis.

Cost	Funding Source	Person Responsible
\$.00	Local	Instructional Technology Coordinators
Time Frame	Start Date	End Date
2006-2007 2007-2008 2008-2009	7/1/2006	6/30/2009

Activity 1: Help Desk/Technician Assistance

Description: Help Desk personnel or the assigned technician provide immediate training on specific techniques when it is determined that the support problem is a training issue.

Activity 2: Trainer Assistance

Description: A technology trainer is assigned to provide training of appropriate depth by arrangement with the end user when the support problem is determined to require more than a short answer.

Strategy 3:

Technology Support Restructuring

Description:

Implement the restructuring of the technology support staff to create a centralized structure.

Cost	Funding Source	Person Responsible
\$.00	Local	Superintendent
Time Frame	Start Date	End Date
2006-2007	7/1/2006	6/30/2007

Activity 1: Implement Restructuring

Description: Reorganize the support staff to implement the recommendations of the consultants, administrative staff, teachers, and support staff and create a unified, supportive technology team.

Goal 6: Telephone Service

Description: Maintain communications services to and from district personnel.

Strategy 1:

Land Line Service

Description:

Maintain telephone service.

Cost	Funding Source	Person Responsible
\$92,800.00	Local, Erate	Director of Operations
Time Frame	Start Date	End Date
2006-2007 2007-2008 2008-2009	7/1/2006	6/30/2009

Activity 1: Basic Telephone Service

Description: Maintain land lines for voice, fax and modem services; local and long distance; ISDN Primary Rate circuits and PBX trunks.

Activity 2: Redundant Connections

Description: Maintain T1 circuits for redundant connections between buildings for voice mail, phone service and data service.

Activity 3: Maintain Alarm Circuits

Description: Maintain monthly alarm circuit services.

Strategy 2:

Cellular Service

Description:

Maintain cellular phone service for district administrators for security and safety purposes.

Cost	Funding Source	Person Responsible
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\$6,500.00	Local, Erate	Director of Operations
Time Frame	Start Date	End Date
2006-2007 2007-2008 2008-2009	7/1/2006	6/30/2009

Activity 1: Cellular Phone Service**Description:** Maintain cellular phone service for district administrators for security purposes.**Goal 7:** Internet Service**Description:** Maintain the ability to access Internet resources for all campuses.**Strategy 1:**

Internet Connectivity

Description:

Maintain access to the Internet for all campuses.

Cost	Funding Source	Person Responsible
\$39,300.00	Local, Erate	Director of Technology
Time Frame	Start Date	End Date
2006-2007 2007-2008 2008-2009	7/1/2006	6/30/2009

Activity 1: Connect to Illinois Century Network**Description:** Maintain connectivity from the district office to Illinois Century Network.**Activity 2:** Connect to District Office**Description:** Maintain the fiber connections and the backup microwave connection from the campuses to the district office.**Activity 3:** Maximize Bandwidth Utilization**Description:** Maximize efficient use of available Internet bandwidth and related services including filtering, packet management, and caching.

Section 7: Assessment & Evaluation

Overall Plan Impact on Student Achievement

The developments recommended in Community Involvement will result in increased awareness and involvement of stakeholders in the educational process. The processes recommended in the Curriculum & Instruction section will facilitate access to the resources required for high-level educational function. The activities planned in the Professional Development section will bring staff to a higher level of technical proficiency required for 21st Century learning. The developments described in the Technology Deployment and Sustainability section will eliminate existing blockages to efficient functioning of technology systems and facilitate increased usage of technology tools for education. The cumulative effect of these changes will result in a higher functioning student body and staff activities that stimulate an even broader and deeper range of educational learning activities.

Community Involvement

Goal 1: Website

Strategy 1: Redesign district website

Expected Results: Website is redesigned to be user-friendly and accessible to the community.

Indicators of Success: An appropriate web-monitoring tool will be used to document website usage.

Measurement Instruments: Appropriate web monitoring software

Frequency of Analysis: Weekly

Goal 2: Electronic Communications

Strategy 1: Electronic Newsletter and Email

Expected Results: District information is disseminated through electronic means to community and staff members.

Indicators of Success: There will be an increase in the number of electronic distributions of information.

Measurement Instruments: Methods of electronic distribution

Frequency of Analysis: Annual

Goal 3: Community Partnerships

Strategy 1: Service Organizations

Expected Results: Increased involvement with local service organizations.

Indicators of Success: Increase in contacts with local service organizations.

Measurement Instruments: Calendar of meetings attended

Frequency of Analysis: Annually

Strategy 2: Business Outreach

Expected Results: Increased involvement with business organizations.

Indicators of Success: Increase in contacts with business organizations.

Measurement Instruments: Calendar of meetings attended

Frequency of Analysis: Annually

Goal 4: Digital Divide

Strategy 1: Reducing the Digital Divide

Expected Results: More families in the district will have access to electronic resources.

Indicators of Success: Distribution of recycled technology resources will show an increase to families that previously had no access.

Measurement Instruments: District survey

Frequency of Analysis: Annual

Curriculum & Instruction

Goal 1: Ubiquitous Access

Strategy 1: File Access

Expected Results: There will be an increased ease of access by district users.

Indicators of Success: Policies and protocols have been created to allow ubiquitous access to user files.

Measurement Instruments: Policies and protocols are documented.

Frequency of Analysis: Annual

Strategy 2: Data Access

Expected Results: Staff has access to information in the student information system.

Indicators of Success: Policies and protocols have been created to allow secure access to user information.

Measurement Instruments: SIS logs

Frequency of Analysis: Quarterly

Strategy 3: Application and Peripheral Access

Expected Results: Policies and protocols are created to provide appropriate and timely access to applications and peripheral devices.

Indicators of Success: Documents have been created.

Measurement Instruments: Policies and protocols are documented.

Frequency of Analysis: Once during the current school year.

Strategy 4: Digital Communications

Expected Results: Mechanisms will be in place to upload podcasts and streaming video on the district website.

Indicators of Success: There will be an observable increase in the use of digital communications technologies.

Measurement Instruments: Directories of available content exist

Frequency of Analysis: Annual

Strategy 5: Individualized Courses

Expected Results: On-line courses are used to promote individualized learning.

Indicators of Success: Logs show an increase in activity.

Measurement Instruments: Usage logs

Frequency of Analysis: Quarterly

Strategy 6: Online Resources

Expected Results: On-line resources are used to promote individualized learning.

Indicators of Success: Logs show an increase in activity.

Measurement Instruments: Usage logs

Frequency of Analysis: Quarterly

Strategy 7: Remote Access

Expected Results: Students will have ubiquitous access to the resources required for anywhere, anytime learning.

Indicators of Success: There will be an increase in availability of on-line posted homework assignments. There will be an increase in on-line usage of district provided on-line resources.

Measurement Instruments: Review network usage logs.

Frequency of Analysis: Quarterly

Professional Development

Goal 1: Staff Training

Strategy 1: Internally Provided Training

Expected Results: There will be an observable increase in technology proficiency throughout the entire school staff.

Indicators of Success: There will be a significant increase in the daily use of technology by all staff. There will be noticeable increase in help desk requests initially, but this should show a decline as the year progresses. Training class attendance will show an increase.

Measurement Instruments: Two surveys will be administered during the year. The first one will establish a baseline, while the second survey (administered at the end of the school year) should reflect progress. Additionally, help desk logs will be examined and the level of help sought as well as the number of occurrences will be analyzed. Finally, training calendars and class rosters will be analyzed for trends indicating progress in using the technology available.

Frequency of Analysis: Annually

Strategy 2: Outside Training

Expected Results: There will be an observable increase in technology proficiency throughout the entire school staff.

Indicators of Success: There will be a significant increase in the daily use of technology by all staff. There will be noticeable increase in help desk requests initially, but this should show a decline as the year progresses. Training class attendance will show an increase.

Measurement Instruments: Two surveys will be administered during the year. The first one will establish a baseline, while the second survey (administered at the end of the school year) should reflect progress. Additionally, help desk logs will be examined and the level of help sought as well as the number of occurrences will be analyzed. Finally, training calendars and class rosters will be analyzed for trends indicating progress in using the technology available.

Frequency of Analysis: Annually

Strategy 3: Distance Training

Expected Results: There will be an observable increase in technology proficiency throughout the entire school staff.

Indicators of Success: There will be a significant increase in the daily use of technology by all staff. There will be noticeable increase in help desk requests initially, but this should show a decline as the year progresses. Training class attendance will show an increase.

Measurement Instruments: Two surveys will be administered during the year. The first one will establish a baseline, while the second survey (administered at the end of the school year) should reflect progress. Additionally, help desk logs will be examined and the level of help sought as well as the number of occurrences will be analyzed. Finally, training calendars and class rosters will be analyzed for trends indicating progress in using the technology available.

Frequency of Analysis: Annually

Strategy 4: Time to Learn

Expected Results: The district will provide time for staff to learn the technology skills that will enhance their job function.

Indicators of Success: There will be an increase of on-the-job time allotted to learning technology skills.

Measurement Instruments: Time logs, training calendars

Frequency of Analysis: Annual

Technology Deployment & Sustainability

Goal 1: Network Function

Strategy 1: Establish Performance and Reliability Standards

Expected Results: The network will perform at peak levels 24 hours a day, seven days a week within industry-based standards.

Indicators of Success: There will be a significant increase in the reliability of the network. This increased reliability will provide both staff and students with more time for engagement with technology based tasks and learning.

Measurement Instruments: Network utilization utilities will monitor network use and provide specific information regarding the status of the network. Analysis of daily, weekly, and quarterly data will be reviewed and adjustments will be made as quickly as trends are established.

Frequency of Analysis: Results from the utilities will be gathered daily and reports will be generated weekly.

Strategy 2: Network Upgrade and Maintenance

Expected Results: Improved performance in the network will provide a more robust learning environment.

Indicators of Success: Students and staff members will utilize more multimedia resources. The network will be more responsive and resources will be distributed faster than was previously possible.

Measurement Instruments: Network utilization tools will provide statistics for network performance. Surveys will be distributed quarterly to determine the types of materials that are being used by students and staff. Finally, Help Desk Logs will be reviewed to monitor the types of problems that are being encountered.

Frequency of Analysis: Quarterly

Goal 2: Equitable and Appropriate Access

Strategy 1: Campus Equity

Expected Results: There will be equal opportunity for access to technology and network resources to staff and students at all district campuses.

Indicators of Success: Students and staff can move transparently from one campus to another and have access to the same technology resources.

Measurement Instruments: Surveys and Help Desk Logs will help determine the extent to which these strategies are being met. Technology committee meetings will also provide input to the equity issues.

Frequency of Analysis: Annual

Strategy 2: Appropriately Configured Educational Tools

Expected Results: All staff members have the ability to perform typical computing functions without intervention from the technology staff.

Indicators of Success: Staff members can more effectively use local peripheral devices without tech staff intervention.

Measurement Instruments: Help Desk Log analysis will indicate a reduction in the number of Help Desk requests involving the use of peripheral devices such as printers, external drives, scanners, etc.

Frequency of Analysis: Quarterly

Strategy 3: Wireless Access

Expected Results: Staff and students will have increasing wireless access to both internal and external online resources and devices from any location within the school district.

Indicators of Success: Staff and students will have increasing wireless access working toward complete wireless coverage of campuses.

Measurement Instruments: The wireless access logs indicate successful logins by the user base. Unsuccessful login problems will be subjected to analysis.

Frequency of Analysis: Quarterly

Strategy 4: Laboratory Utilization

Expected Results: Teachers will be able to schedule access to technology laboratory resources when needed.

Indicators of Success: Fewer staff complaints about their ability to schedule resources. Open spaces in scheduling log.

Measurement Instruments: Help Desk logs concerning complaints Scheduling logs

Frequency of Analysis: Quarterly

Strategy 5: Multiple Hardware Platforms

Expected Results: The technology department will provide equivalent support for both Macintosh and Windows-based computers.

Indicators of Success: Staff members are able to use all required district software from both macintosh and Windows-based computers.

Measurement Instruments: Surveys administered to all staff will help to identify inconsistencies in support. Technology committee meetings will provide feedback to the technology department regarding the quality of support.

Frequency of Analysis: Quarterly

Goal 3: Equipment Refresh

Strategy 1: Examine the Replacement Cycle

Expected Results: The level of current technology will be appropriate to the educational demands.

Indicators of Success: Staff and students will have access to current and appropriate technologies.

Measurement Instruments: Hardware and software inventory analysis will help to determine if the replacement cycles are being met on an adequate basis. Additionally, a yearly survey will be distributed to the staff and a random student sample to determine if changes are warranted.

Frequency of Analysis: Annual

Strategy 2: Refresh Workstation Hardware

Expected Results: The level of current technology hardware will be appropriate to the educational demands.

Indicators of Success: Staff and students will have access to current and appropriate technologies.

Measurement Instruments: Hardware inventory analysis will help to determine if the replacement cycles are being met on an adequate basis. Additionally, a yearly survey will be distributed to the staff and a random student sample to determine if changes are warranted.

Frequency of Analysis: Annual

Strategy 3: Refresh Operating Systems and Network Hardware

Expected Results: The level of current technology will be appropriate to the educational demands.

Indicators of Success: Staff and students will have access to current and appropriate technologies. In cases where operating system upgrades are needed to ensure proper operation of user applications, these changes will be scheduled and provided by the technology department.

Measurement Instruments: Hardware and software inventory analysis will help to determine if the replacement cycles are being met on an adequate basis. Additionally, a yearly survey will be distributed to the staff and a random student sample to determine if changes are warranted.

Frequency of Analysis: Annual

Goal 4: Unified & Proactive Planning

Strategy 1: Improve Communications

Expected Results: Stakeholders will provide input to the technology planning process.

Indicators of Success: There is an increase in the number of recommendations in the technology planning processes that reflect the recommendations of a variety of stakeholders.

Measurement Instruments: Minutes of Technology Committee meetings

Frequency of Analysis: Annually

Strategy 2: Streamline Technology Adoption Process

Expected Results: Teachers will experience a shortened wait time between their discovery of a technology-based learning tool and its adoption/installation by the district.

Indicators of Success: Logs will indicate a shorter time for the adoption process. There will be fewer complaints of excessive time to acquire and adopt technology-based education products.

Measurement Instruments: Help Desk logs concerning adoption requests.

Frequency of Analysis: Annually

Goal 5: Support

Strategy 1: Help Desk

Expected Results: Technology staff will repair or identify solutions in a timely manner based on industry standards.

Indicators of Success: There will be a decrease in the number of complaints from staff members and other end users.

Measurement Instruments: Qualitative information will be obtained from Technology committee meetings. Additionally, an annual survey will be distributed to all staff and a random student sample to measure levels of satisfaction.

Frequency of Analysis: Annual

Strategy 2: Just-In-Time Training

Expected Results: Training opportunities are available to staff members on an as needed basis. Online and Internet resources will be available at the user's convenience.

Indicators of Success: There will be an increase in the use of new and existing district resources and applications for the enhancement of the learning process.

Measurement Instruments: Analysis of Help Desk logs and quarterly surveys will provide data relating to Just-In-Time training.

Frequency of Analysis: Quarterly

Strategy 3: Technology Support Restructuring

Expected Results: Technology staff will repair or identify solutions in a timely manner based on industry standards.

Indicators of Success: There will be a decrease in the number of complaints from staff members and other end users.

Measurement Instruments: Qualitative information will be obtained from Technology committee meetings. Additionally, an annual survey will be distributed to all staff and a random student sample to measure levels of satisfaction.

Frequency of Analysis: Annually

Goal 6: Telephone Service

Strategy 1: Land Line Service

Expected Results: Telephone service is available to staff when needed.

Indicators of Success: There will be minimal service disruptions.

Measurement Instruments: Help Desk logs concerning complaints

Frequency of Analysis: Annually

Strategy 2: Cellular Service

Expected Results: Cellular service is available to authorized staff when needed.

Indicators of Success: There will be minimal service disruptions.

Measurement Instruments: Help Desk logs concerning complaints

Frequency of Analysis: Annually

Goal 7: Internet Service

Strategy 1: Internet Connectivity

Expected Results: Students and staff have access to the Internet at all times.

Indicators of Success: Down-time of network Internet access is minimal and response time is acceptable.

Measurement Instruments: Network logs

Frequency of Analysis: Monthly

Section 8: Timeline

Start Date	End Date	Goal Type	Strategy	Timeframe
7/1/2006	6/30/2007	Community Involvement	Redesign district website Goal: Website	2006-2007
7/1/2006	6/30/2009	Community Involvement	Electronic Newsletter and Email Goal: Electronic Communications	2006-2007 2007-2008 2008-2009
7/1/2006	6/30/2009	Technology Deployment & Sustainability	Improve Communications Goal: Unified & Proactive Planning	2006-2007 2007-2008 2008-2009
7/1/2006	6/30/2007	Technology Deployment & Sustainability	Streamline Technology Adoption Process Goal: Unified & Proactive Planning	2006-2007
7/1/2006	6/30/2007	Technology Deployment & Sustainability	Help Desk Goal: Support	2006-2007
7/1/2006	6/30/2009	Technology Deployment & Sustainability	Just-In-Time Training Goal: Support	2006-2007 2007-2008 2008-2009
7/1/2006	6/30/2009	Technology Deployment & Sustainability	Land Line Service Goal: Telephone Service	2006-2007 2007-2008 2008-2009
7/1/2006	6/30/2009	Technology Deployment & Sustainability	Cellular Service Goal: Telephone Service	2006-2007 2007-2008 2008-2009
7/1/2006	6/30/2009	Technology Deployment & Sustainability	Internet Connectivity Goal: Internet Service	2006-2007 2007-2008 2008-2009
7/1/2006	6/30/2007	Technology Deployment & Sustainability	Technology Support Restructuring Goal: Support	2006-2007
7/1/2006	6/30/2009	Community Involvement	Service Organizations Goal: Community Partnerships	2006-2007 2007-2008 2008-2009
7/1/2006	6/30/2009	Community Involvement	Business Outreach Goal: Community Partnerships	2006-2007 2007-2008 2008-2009
7/1/2006	6/30/2009	Community Involvement	Reducing the Digital Divide Goal: Digital Divide	2006-2007 2007-2008 2008-2009
7/1/2006	6/30/2007	Curriculum & Instruction	File Access Goal: Ubiquitous Access	2006-2007
7/1/2006	6/30/2006	Curriculum & Instruction	Data Access Goal: Ubiquitous Access	2006-2007
7/1/2006	6/30/2007	Curriculum & Instruction	Application and Peripheral Access Goal: Ubiquitous Access	2006-2007 2007-2008 2008-2009
7/1/2006	6/30/2009	Curriculum & Instruction	Digital Communications Goal: Ubiquitous Access	2006-2007 2007-2008 2008-2009

7/1/2006	6/30/2009	Curriculum & Instruction	Individualized Courses Goal: Ubiquitous Access	2006-2007 2007-2008 2008-2009
7/1/2006	6/30/2009	Curriculum & Instruction	Online Resources Goal: Ubiquitous Access	2006-2007 2007-2008 2008-2009
7/1/2006	6/30/2009	Professional Development	Internally Provided Training Goal: Staff Training	2006-2007 2007-2008 2008-2009
7/1/2006	6/30/2009	Professional Development	Outside Training Goal: Staff Training	2006-2007 2007-2008 2008-2009
7/1/2006	6/30/2009	Professional Development	Time to Learn Goal: Staff Training	2006-2007 2007-2008 2008-2009
7/1/2006	6/30/2007	Technology Deployment & Sustainability	Establish Performance and Reliability Standards Goal: Network Function	2006-2007
7/1/2006	6/30/2009	Technology Deployment & Sustainability	Network Upgrade and Maintenance Goal: Network Function	2006-2007 2007-2008 2008-2009
7/1/2006	6/30/2009	Technology Deployment & Sustainability	Campus Equity Goal: Equitable and Appropriate Access	2006-2007 2007-2008 2008-2009
7/1/2006	6/30/2009	Technology Deployment & Sustainability	Appropriately Configured Educational Tools Goal: Equitable and Appropriate Access	2006-2007 2007-2008 2008-2009
7/1/2006	6/30/2009	Technology Deployment & Sustainability	Wireless Access Goal: Equitable and Appropriate Access	2006-2007 2007-2008 2008-2009
7/1/2006	6/30/2009	Technology Deployment & Sustainability	Laboratory Utilization Goal: Equitable and Appropriate Access	2006-2007 2007-2008 2008-2009
7/1/2006	6/30/2009	Technology Deployment & Sustainability	Multiple Hardware Platforms Goal: Equitable and Appropriate Access	2006-2007 2007-2008 2008-2009
7/1/2006	6/30/2007	Technology Deployment & Sustainability	Examine the Replacement Cycle Goal: Equipment Refresh	2006-2007
7/1/2006	6/30/2009	Technology Deployment & Sustainability	Refresh Workstation Hardware Goal: Equipment Refresh	2006-2007 2007-2008 2008-2009
7/1/2006	6/30/2009	Technology Deployment & Sustainability	Refresh Operating Systems and Network Hardware Goal: Equipment Refresh	2006-2007 2007-2008 2008-2009
7/1/2007	6/30/2009	Professional Development	Distance Training Goal: Staff Training	2006-2007 2007-2008 2008-2009
7/1/2007	6/30/2008	Curriculum & Instruction	Remote Access Goal: Ubiquitous Access	2006-2007

Section 9: Budget & Financial Plan

Phase 1

Community Involvement (2006-2007)

Goal	Strategy	Funding Source	Cost
Website	Redesign district website	Local	\$119,200.00
Electronic Communications	Electronic Newsletter and Email	Local	\$2,200.00
Community Partnerships	Service Organizations	Local	\$2,000.00
Community Partnerships	Business Outreach	Local	\$2,000.00
Digital Divide	Reducing the Digital Divide	Local	\$1,000.00
Subtotal:			\$126,400.00

Curriculum & Instruction (2006-2007)

Goal	Strategy	Funding Source	Cost
Ubiquitous Access	File Access	Local	\$18,000.00
Ubiquitous Access	Data Access	Local	\$120,964.00
Ubiquitous Access	Application and Peripheral Access	Local	\$20,500.00
Ubiquitous Access	Digital Communications	Local	\$32,500.00
Ubiquitous Access	Individualized Courses	Local, Grants	\$35,000.00
Ubiquitous Access	Online Resources	Local	\$36,250.00
Ubiquitous Access	Remote Access	Local	\$16,000.00
Subtotal:			\$279,214.00

Professional Development (2006-2007)

Goal	Strategy	Funding Source	Cost
Staff Training	Internally Provided Training	Local	\$14,500.00
Staff Training	Outside Training	Local	\$67,200.00
Staff Training	Distance Training	Local, Grants	\$50,000.00
Staff Training	Time to Learn	Local	\$36,000.00
Subtotal:			\$167,700.00

Technology Deployment & Sustainability (2006-2007)

Goal	Strategy	Funding Source	Cost
Unified & Proactive Planning	Improve Communications	Local	\$.00
Unified & Proactive Planning	Streamline Technology Adoption Process	Local	\$1,500.00
Support	Help Desk	Local	\$23,300.00
Support	Just-In-Time Training	Local	\$.00
Telephone Service	Land Line Service	Local, Erate	\$92,800.00
Telephone Service	Cellular Service	Local, Erate	\$6,500.00
Internet Service	Internet Connectivity	Local, Erate	\$39,300.00
Support	Technology Support Restructuring	Local	\$.00
Network Function	Establish Performance and Reliability Standards	Local	\$32,326.00
Network Function	Network Upgrade and Maintenance	Local, Erate	\$369,850.00
Equitable and Appropriate Access	Campus Equity	Local	\$219,000.00
Equitable and Appropriate Access	Appropriately Configured Educational Tools	Local	\$.00
Equitable and Appropriate Access	Wireless Access	Local, Erate	\$7,500.00
Equitable and Appropriate Access	Laboratory Utilization	Local	\$.00
Equitable and Appropriate Access	Multiple Hardware Platforms	Local	\$3,750.00
Equipment Refresh	Examine the Replacement Cycle	Local	\$.00
Equipment Refresh	Refresh Workstation Hardware	Local	\$448,350.00
Equipment Refresh	Refresh Operating Systems and Network Hardware	Local	\$32,500.00
Subtotal:			\$1,276,676.00
Phase Total:			\$1,849,990.00

Phase 2

Community Involvement (2007-2008)

Goal	Strategy	Funding Source	Cost
Electronic Communications	Electronic Newsletter and Email	Local	\$2,200.00
Community Partnerships	Service Organizations	Local	\$2,000.00
Community Partnerships	Business Outreach	Local	\$2,000.00
Digital Divide	Reducing the Digital Divide	Local	\$1,000.00
Subtotal:			\$7,200.00

Curriculum & Instruction (2007-2008)

Goal	Strategy	Funding Source	Cost
Ubiquitous Access	Application and Peripheral Access	Local	\$20,500.00
Ubiquitous Access	Digital Communications	Local	\$32,500.00
Ubiquitous Access	Individualized Courses	Local, Grants	\$35,000.00
Ubiquitous Access	Online Resources	Local	\$36,250.00
Subtotal:			\$124,250.00

Professional Development (2007-2008)

Goal	Strategy	Funding Source	Cost
Staff Training	Internally Provided Training	Local	\$14,500.00
Staff Training	Outside Training	Local	\$67,200.00
Staff Training	Distance Training	Local, Grants	\$50,000.00
Staff Training	Time to Learn	Local	\$36,000.00
Subtotal:			\$167,700.00

Technology Deployment & Sustainability (2007-2008)

Goal	Strategy	Funding Source	Cost
Network Function	Network Upgrade and Maintenance	Local, Erate	\$369,850.00
Equitable and Appropriate Access	Campus Equity	Local	\$219,000.00
Equitable and Appropriate Access	Appropriately Configured Educational Tools	Local	\$0.00
Equitable and Appropriate Access	Wireless Access	Local, Erate	\$7,500.00

Equitable and Appropriate Access	Laboratory Utilization	Local	\$0.00
Equitable and Appropriate Access	Multiple Hardware Platforms	Local	\$3,750.00
Equipment Refresh	Refresh Workstation Hardware	Local	\$448,350.00
Equipment Refresh	Refresh Operating Systems and Network Hardware	Local	\$32,500.00
Unified & Proactive Planning	Improve Communications	Local	\$0.00
Support	Just-In-Time Training	Local	\$0.00
Telephone Service	Land Line Service	Local, Erate	\$92,800.00
Telephone Service	Cellular Service	Local, Erate	\$6,500.00
Internet Service	Internet Connectivity	Local, Erate	\$39,300.00
Subtotal:			\$1,219,550.00
Phase Total:			\$1,518,700.00

Phase 3

Community Involvement (2008-2009)

Goal	Strategy	Funding Source	Cost
Electronic Communications	Electronic Newsletter and Email	Local	\$2,200.00
Community Partnerships	Service Organizations	Local	\$2,000.00
Community Partnerships	Business Outreach	Local	\$2,000.00
Digital Divide	Reducing the Digital Divide	Local	\$1,000.00
Subtotal:			\$7,200.00

Curriculum & Instruction (2008-2009)

Goal	Strategy	Funding Source	Cost
Ubiquitous Access	Application and Peripheral Access	Local	\$20,500.00
Ubiquitous Access	Digital Communications	Local	\$32,500.00
Ubiquitous Access	Individualized Courses	Local, Grants	\$35,000.00
Ubiquitous Access	Online Resources	Local	\$36,250.00

Subtotal: \$124,250.00

Professional Development (2008-2009)

Goal	Strategy	Funding Source	Cost
Staff Training	Internally Provided Training	Local	\$14,500.00
Staff Training	Outside Training	Local	\$67,200.00
Staff Training	Distance Training	Local, Grants	\$50,000.00
Staff Training	Time to Learn	Local	\$36,000.00
Subtotal:			\$167,700.00

Technology Deployment & Sustainability (2008-2009)

Goal	Strategy	Funding Source	Cost
Network Function	Network Upgrade and Maintenance	Local, Erate	\$369,850.00
Equitable and Appropriate Access	Campus Equity	Local	\$219,000.00
Equitable and Appropriate Access	Appropriately Configured Educational Tools	Local	\$0.00
Equitable and Appropriate Access	Wireless Access	Local, Erate	\$7,500.00
Equitable and Appropriate Access	Laboratory Utilization	Local	\$0.00
Equitable and Appropriate Access	Multiple Hardware Platforms	Local	\$3,750.00
Equipment Refresh	Refresh Workstation Hardware	Local	\$448,350.00
Equipment Refresh	Refresh Operating Systems and Network Hardware	Local	\$32,500.00
Unified & Proactive Planning	Improve Communications	Local	\$0.00
Support	Just-In-Time Training	Local	\$0.00
Telephone Service	Land Line Service	Local, Erate	\$92,800.00
Telephone Service	Cellular Service	Local, Erate	\$6,500.00
Internet Service	Internet Connectivity	Local, Erate	\$39,300.00
Subtotal:			\$1,219,550.00

Phase Total: \$1,518,700.00

Grand Total: \$4,887,390.00

Section 10: Appendices

Document	Link
Glenbrook North State Report Card	http://www.glenbrook.k12.il.us/district/publicity/pdf/gbn.pdf
Glenbrook South State Report Card	http://www.glenbrook.k12.il.us/district/publicity/pdf/gbs.pdf
Glenview Village web site	http://www.glenview.il.us
Hardware Inventory	http://www.glenbrook.k12.il.us/district/infoserv/pdf/hardwareinv06.pdf
Illinois State Report Card	http://iirc.niu.edu/scripts/district.asp?districtid=140162250&test=all
Northbrook Village web site	http://www.northbrook.il.us
Northfield Township High School District "Dashboard Reports"	http://www.glenbrook.k12.il.us/district/bo_of_ed/pdf/dashboard%20reports2005.pdf
Northfield Township High School District 2005-2006 Comprehensive Plan	http://www.glenbrook.k12.il.us/district/admgen/plan/planprocess.htm
Northfield Township High School District Budget Form	http://www.glenbrook.k12.il.us/district/business/pdf/statebudget.pdf
Software Inventory	http://www.glenbrook.k12.il.us/district/infoserv/pdf/softwareinv06.pdf