Program Manager

Max Eissler, Director of Technology

BSEP Measure E1 Stated Purpose and Uses?

"Three and a quarter percent (3.25%) of the Available Revenues shall be allocated to providing instructional technology in schools, and access for students to computers and instructional technology."

Rationale

Up-to-date technology is a vital asset for Berkeley Public Schools. The appropriate use of technology broadens thinking and problem-solving skills, improves access to information and communication, and provides opportunities for self-direction to take research and learning in new directions. Access to technology is an equity issue – all students should have opportunities to engage with current technology and acquire technology literacy skills. Access in schools allows us to bridge the digital divide. Technology helps schools meet the needs of all students with opportunities for differentiated instruction and expanded options for participation, learning, and expression.

Goal

The goal of the program is to ensure that all teachers and students have equitable access to up-to-date and reliable instructional technology resources for enrichment, engagement, and instruction by directly providing technology hardware, software, training, and support.

Description

Instructional technology is one of the most efficient and effective ways to provide differentiated instruction and targeted learning environments for students. It has also proved invaluable in alternative modes of instruction such as distance learning. The technology teacher leaders and school computer technicians ensure that all sites have the training and support needed to effectively integrate instructional technology into the learning program. Staff also assist with targeted support for students with greater needs through their participation in programs such as the Chromebook and Hotspot distribution and maintenance.

This program ensures that a baseline of support, training and technology tools are delivered to all schools, students, and teachers throughout the district.

By ensuring that all schools have both dedicated technology support from the school computer technicians and dedicated professional development assistance from their technology teacher leaders, schools that may not have the same volunteer support resources from parents and/or the community are not left behind in the implementation of their instructional technology program.

Data metrics may include usage logs for funded systems, support logs by technology teacher leaders, as well as help desk ticket history for computer technicians and the technology supervisor. This may be combined with standardized assessment data to analyze the efficacy of this funding as used. Additionally, several program measures have been added as outlined in this plan for year-over-year comparisons.

The programmatic goal of these funds is to support technology used in the instructional program, both for in-person learning and distance learning. Staff provide expertise in integrating technology into classroom practice, and provide hardware and software support to school teachers, staff, and administrators.

The Technology Supervisor directly oversees the school technicians and spends much of his time in schools. The position also provides expanded professional development opportunities for the School Techs and fosters a collaborative environment. (Funded to 1.0 FTE with 0.25 from the General Fund.)

The job of the technicians is to work with teachers and staff to keep computers, tablets, projectors, printers and more functioning properly, to help integrate technology with the curriculum, to support teachers in the use of software such as Illuminate and Infinite Campus, as well as to help technology committees and School Site Councils make decisions about technology expenditures.

Since 2010-11, a TSA for Instructional Technology has been co-funded by BSEP Technology and BSEP Professional Development, and/or a Block Grant. For 2023-24, the funding will again be split between this budget and the BSEP Professional Development budget.

This Resource will fund 19 Tech Teacher Leader stipends for the 2024-25 school year. A cohesive, long-range plan for ongoing professional development is critical to creating a culture where all teachers are technologically literate and can integrate these tools to increase students'

engagement and achievement. Part of that plan is to fund a Tech Teacher Leader (TTL) stipend at every site, and multiple TTL stipends at very large sites.

Throughout the year extra duty hours are required for projects that must be completed outside of the standard workday, such as classroom equipment repairs that cannot be completed while class is in session, network upgrades, server maintenance, etc.

Districtwide technology software includes GoGuardian, which allows teachers to monitor and direct student activities on Chromebooks, and Google Workspace Enterprise, which provides tools such as Google Classroom, the Originality Reports plagiarism checker and expanded Google Meet video-conferencing capabilities. These systems will continue to be essential instructional technology tools. Follett Resource Manager allows the school library system to check out and track technology and equipment such as Chromebooks and musical instruments to students.

BSEP Funding in the schools provides up to $6 per student for technology equipment, repairs and software licenses requested by the Principal.

Participating and presenting in workshops and conferences strengthens technical skills and helps technology support and coaching staff stay abreast of developing instructional technologies. Professional Development monies pay for registration fees and travel expenses, as well as any necessary substitute coverage so that they can participate in professional development opportunities.

The digital divide that is created by disparities in student's access to technology at home furthers inequities and places these students at an even greater disadvantage. $20K is again allocated for Internet hotspots for students who don't have Internet access at home. Additionally, the district will continue to conduct outreach to families who need assistance with their student's use of technology in the form of workshops on a variety of topics and the development of online support resources with $10K allocated for staff overtime and instructional preparation time, as well as outside service costs.

Targeted Student Groups

This program serves all students and teachers in all grade levels at all schools.

Changes from Prior Year

In a time of uncertain budgets for the district as a whole, this plan is taking a conservative approach and does not add any new programs or expenses. Due to a smaller than anticipated demand for the family workshops, the district will tighten the focus in 2024-25 and provide fewer total workshops targeting a larger number of schools. Consequently, the funding for family workshops will be reduced from $20K to $10K.

Offerings, Access and Participation

All schools, all teachers, and all students have access to technology and the support provided by the BSEP-funded computer technicians, and the training provided by the BSEP-funded technology teacher leaders and TSA. The BSEP-funded software components are used in all schools grades TK-12. All schools receive the BSEP-funded discretionary instructional technology budget.

Resources and Information

For additional information, please visit our Instructional Technology Website or the website for the Technology Department.

Outcomes

Ready access to technology in the classroom provides for transformative teaching and learning practices. Students with Internet-connected devices have access to more engaging, multi-modal instruction, faster and more varied research opportunities, and additional methods for project-based, problem-based, and collaborative learning strategies. Asynchronous and distance learning opportunities are expanded. Students who don't have equal access to technology outside the school environment will still be able to learn digital literacy skills which are an essential success factor in the modern world.
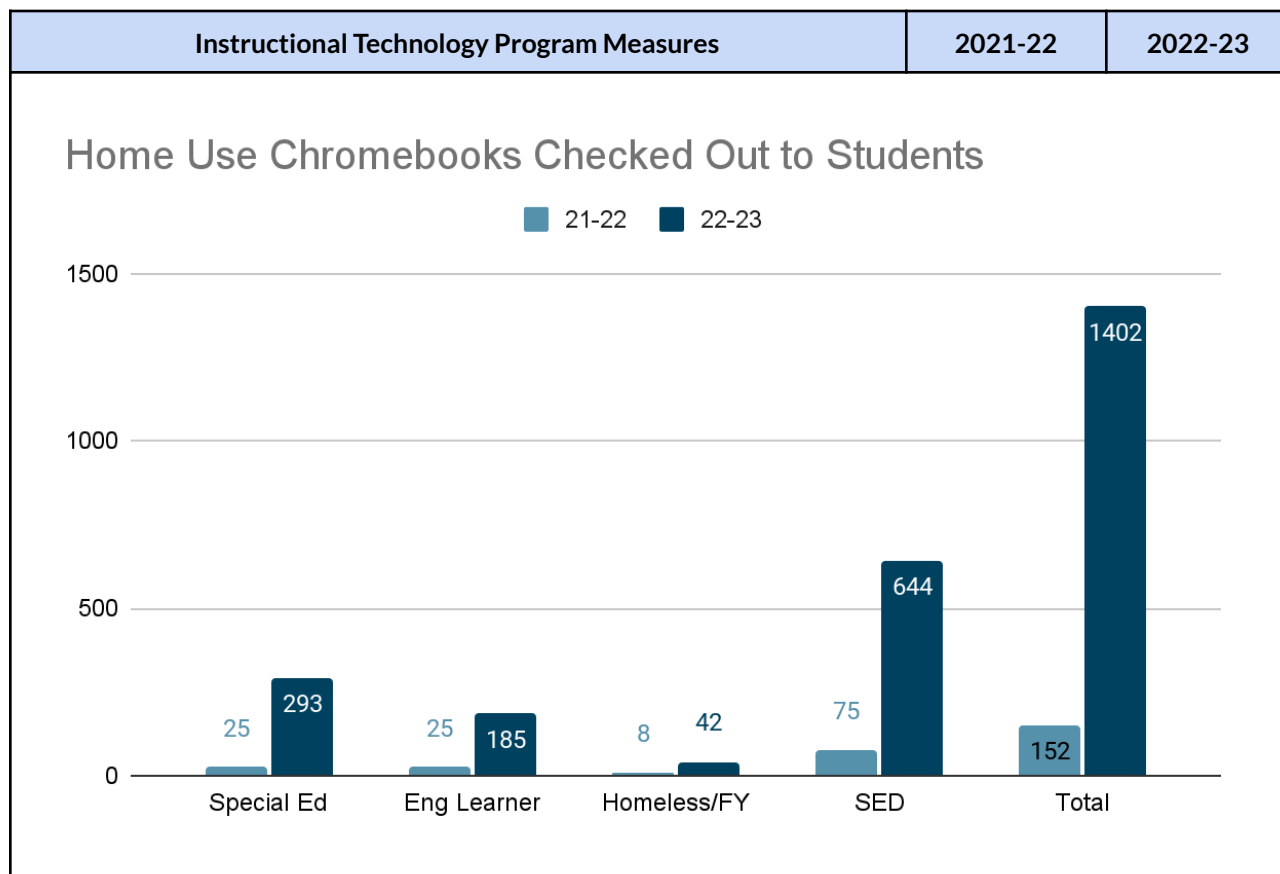
Budget

This budget primarily retains the status quo from the 2023-24 fiscal year. The same technology staff positions are being funded, and the classified extra duty, personnel variance reserves, and indirect costs remain consistent. Software expenses have changed slightly due to an increase in licensing costs for some products and a decrease in the allocation for the Follet Resource Manager, which included a one-time implementation cost in FY 2023-24. As mentioned above, the funding for family workshops will be reduced from $20K to $10K. With the expenditures

included in this plan, the projected ending fund balance in 2024-25, the final year of Measure E1, is $64,790. Any remaining funds from Measure E1 may be expended in subsequent years for the purposes outlined in Measure E1 until funds are exhausted.

Data and Measures

Implementation and Participation Measures

Instructional Technology Program Measures	2021-22	2022-23
Staffing, Access and Participation		
Number and percent of schools receiving per-pupil allocations for technology	16 schools, 100%	16 schools, 100%
Average technology support FTE per school - Elementary	0.2 FTE	0.2 FTE
Average technology support FTE per school - Middle	0.66 FTE	0.66 FTE
Average technology support FTE per school - High	2 FTE	2 FTE
Professional Capacity		
Number of instructional technology professional development offerings	183	500
Number of instructional technology training/coaching sessions - Elementary	598	325
Number of instructional technology training/coaching sessions - Middle	295	131
Number of instructional technology training/coaching sessions - High	198	121
Number of support tickets closed - Elementary	1,633	1,507
Number of support tickets closed - Middle	1,133	1,227
Number of support tickets closed - High	1,286	1,471
Number of support tickets closed - District Wide total	**	6,020
Diversity, Equity and Inclusion (see next page)		

Instructional Technology Program Measures	2021-22	2022-23

Home Use Chromebooks Checked Out to Students

*Individual students may be represented in more than one student group

LCAP Outcome Measures

LCAP Goal	How does the program support LCAP Goals?
1 - High quality classroom instruction & curriculum	The application of technology is used throughout the district to support high-quality instruction in many ways, including classroom assignments and management, direct curriculum delivery for online textbooks and lessons, engagement tools, project and document creation, collaboration, and much more.
2 - Necessary and timely academic interventions	The application of technology is crucial to our academic intervention strategies. It is used to assess student understanding and identify when academic intervention is necessary. It is used to differentiate instruction and provide digital intervention tools such as Read 180.

LCAP Goal	How does the program support LCAP Goals?
3 - Safe, welcoming and inclusive climates	Technology is used by all teachers to communicate with students and parents and create an open and inclusive learning environment. Tools such as Remind and Google Classroom are used for continuous dialog and providing learning resources. Tools such as Google Docs allow collaboration and encourage cooperation.
4 - Use of local and state measures to track progress	Technology is an essential tool used by all schools to track student progress through the use of online standardized state assessments, as well as local assessment tools such as STAR and DIBELS. Teachers access student information using the online Educlimber tool, allowing them to identify gaps in students' mastery of standards.
5 - Increase access to school for students experiencing homelessness	The student Chromebook and hotspot checkout programs ensure that housing-insecure students can still maintain access to online learning resources and complete digital assignments, regardless of economic circumstances.

Additional Outcome Measures

While there are no additional outcome measures for the 2022-2023 school year, we expect additional outcome measures to be reported for the 2023-2024 school year, such as participation and feedback from parent workshops and analytics of student use of digital tools.

Budget Details

Funding and Resources Overview

Funding Source	2022-23	2023-24	2024-25 (Projected)
BSEP (include use of Fund Balance) Budget	1,145,065	1,326,949	1,346,756
Grant	854,158	20,000	545,105
Schools Fund	0	20,000	0
General Fund	1,241,200	1,241,200	1,241,200

Funding Source	2022-23	2023-24	2024-25 (Projected)
Measure G	208,726	111,000	880,000
Total	3,449,149	2,719,149	4,013,061

2024-25 BSEP Budget Overview - Proposed

Budget Summary for Instructional Technology 2024-25
Measure E1, Resource 0762
3/12/24

Measure E1
DRAFT
2024-25

Revenue	1,225,872
Expense	
Technology Staff	937,378
Classified Extra Duty and Professional Development	30,000
Technology Teacher Leader Stipends	58,091
Technology Software & Equipment for Schools	142,800
Digital Equity	30,000
Reserve for Personnel Variance	51,273
Indirect Cost	97,214
Total Expenses	1,346,756
Net Change to Fund Balance	(120,884)
Beginning Fund Balance	185,674
Net Increase/(Decrease) in Fund Balance	(120,884)
Ending Fund Balance	64,790

2024-25 Budget Details - Proposed

Instructional Technology 2024-25 Budget Details	Amount 1,346,756
Staffing	**FTE**
Supervisor	0.75
School Computer Technician	6.4
Instructional Technology TSA	0.5
Total FTE	**7.65**
Total Cost	**937,378**
Instructional Support	
Technology Teacher Leader Stipends	58,091
Professional Development	
Workshops and training	10,000
Conferences	10,000
Total	**20,000**
Classified Extra Duty	
Overtime and extra duty time for classified staff	10,000
Total	**10,000**
Contracts and Services	
Resource Manager	8,000
GoGuardian Contract	34,720
Google Workspace Enterprise	43,500
Per pupil Allocation	56,580

Instructional Technology 2024-25 Budget Details	Amount 1,346,756
Total	**142,800**
Digital Equity	
Student Hotspot Subscriptions	20,000
Parent Workshops and Training Resources	10,000
Total	**30,000**
Reserve for Personnel Variance 5%	**51,273**
Indirect Cost 7.78%	**97,214**
Total	**1,346,756**