OTTAWA-CARLETON
DISTRICT SCHOOL BOARD

TRANSFORMING HOW WE LEARN AND WORK
Technology Plan
FALL 2019 – FALL 2022

Business and Learning Technologies' Vision:
To create a seamless and innovative technological experience.

TRANSFORMING HOW WE LEARN AND WORK

In the development of the three-year Technology Plan, it was important to engage a variety of different groups, in order to access a diversity of voices. The plan builds on the strengths of our District and reflects the needs in our school communities. It aligns with the OCDSB's 2019–2023 Strategic Plan that focuses on a Culture of Innovation, Culture of Caring, and Culture of Social Responsibility.

The four themes of the Technology Plan each have a goal to be achieved by June 2022.

Within each goal are desired outcomes for students, staff and system. Key performance indicators will be used to monitor progress. Deliverables will be achieved by the conclusion of the plan.

Strategies to support the achievement of the four goals:

- Professional learning and training to assist staff in building their capacity to achieve the desired outcomes in each area of the plan.
- Foster the conditions to support staff in having an open learning stance to use technology in creative and innovative ways.
- Collaborate with departments to ensure alignment of tools and processes across the District.
- Develop a communication plan to ensure all stakeholders are aware of *Transforming How We Learn and Work* and the goals within.
- Align the work of *Transforming How We Learn and Work* with the OCDSB's 2019–2023 Strategic Plan.
- Create an implementation and monitoring process to ensure *Transforming How We Learn and Work* is effectively implemented and monitored for impact.

EXIT OUTCOMES

CHARACTERISTICS

GOAL-ORIENTED
Students who are goal-oriented have self-motivation, diligence, initiative and a sense of responsibility.

RESILIENT
Students who are resilient face and overcome adversity and challenging situations. They take risks, learn from mistakes, persevere, and move forward confidently.

GLOBALLY AWARE
Students who are globally aware are empathetic and responsive in their contributions to the local and global community. They demonstrate cultural proficiency and act in a respectful, inclusive manner.

COLLABORATIVE
Students who are collaborative understand the importance of working cooperatively in a team setting. Collaboration values diverse perspectives and effectively utilizes each person's contributions.

INNOVATIVE/CREATIVE
Students who are innovative and creative have original thoughts and ideas that are of value and are acted upon. They understand that creativity is essential not only for solving problems, but also for improving where strengths already exist.

SKILLS

CRITICAL THINKERS
Students who are critical thinkers engage in reflective and independent thinking. They identify the relevance, validity and importance of ideas using rational and intuitive processes. They understand the logical connections between ideas. They construct and evaluate arguments using criteria. They generate solutions and create new ways of thinking.

ACADEMICALLY DIVERSE
Students who are academically diverse have strong literacy and numeracy skills; they will also have acquired a full spectrum of skills through exposure to a wide range of subjects including the arts, sciences, financial literacy, physical education, the trades and technology, in keeping with student needs.

DIGITALLY FLUENT
Students who are digitally fluent know how to engage with technology to enhance their learning; this includes interacting with, creating and sharing information (individually or collaboratively) in a responsible and ethical way to support their learning.

EFFECTIVE COMMUNICATORS
Students who are effective communicators are skilled at listening, speaking, questioning, and writing; they connect with people and know their audience.

ETHICAL DECISION-MAKERS
Students who are ethical decision makers model principles that govern their decisions through their actions. They embody honesty, respect and responsibility.

MODERN LEARNING

Strategic Plan Connection: *Culture of Innovation*

A modern learning experience incorporates research-based pedagogical practices that foster future-ready skills such as critical thinking, authentic problem solving, communication and collaboration. Students are given agency through meaningful learning tasks that leverage technology, that are driven by their needs, interests and the big ideas of the curriculum. Agile learning spaces enable students to learn in different ways, at different times.

Goal: We will invest in modern learning experiences that leverage technology as a tool to access, create and share knowledge

DESIRED OUTCOMES

Students:
- Increased level of digital fluency.
- Greater voice in what and how they are learning.
- Increased level of challenge in learning for all students.

Staff:
- Leverage technologies, including assistive technology, in instructional practice to improve student learning.
- Improved confidence to integrate innovative learning in instructional practice.

System:
- Increased innovative teaching and learning experiences.
- Acknowledge and celebrate innovative teaching and learning.

KEY PERFORMANCE INDICATORS:

By June 2022:
- 100% of timetabled OCDSB classrooms will have data projectors to visually share what students are learning.
- Educator survey feedback indicates 50% more educators use mobile technology to provide learning activities that are innovative and meet the needs of all learners.
- Student feedback will indicate a 50% increase in the opportunities for students to have voice in what and how they learn. Student survey data will show increased levels of students reporting they are being challenged in their learning.
- Educator and student voice indicates 50% more students know how to use technology to create and share information in a responsible and ethical way.
- A platform for sharing innovative teaching and learning has been selected and is used regularly by staff to foster collaboration.

DELIVERABLES:
- Science Technology Engineering and Math (STEM) initiatives
- Partnerships to foster authentic learning
- Intermediate students will have a learning experience in the Virtual Learning Environment
- Personalized Learning spaces

Connection to Exit Outcomes:

| Goal-oriented | Resilient | Globally Aware | Critical Thinkers | Academically Diverse |

SEAMLESS AND INNOVATIVE TECHNOLOGIES

Strategic Plan Connection: *Culture of Social Responsibility*

The technology experience will be simple, reliable and robust. Innovative technologies will be chosen, tested and utilized to meet our educational and business needs.

Goal: We will optimize assets, infrastructure and services to maximize our educational and business practices

DESIRED OUTCOMES:

Students:
- Equitable and immediate access to digital tools, resources and infrastructure to support their learning.

Staff:
- Equitable and immediate access to digital tools, resources and infrastructure to support planning, teaching, and administrative duties.

System:
- A robust infrastructure, digital tools, and technologies support learning and business (Eg: wifi upgrade, mobile classroom technology, staff devices, modern Student Information System).
- Technologies provided to schools ensure equitable access.
- Formal project management process to include purchases vetted by Business and Learning Technologies.
- Access to reliable digital resources.

KEY PERFORMANCE INDICATORS:

By June 2022:
- Reliable network connectivity (99% of the time).
- Fast and scalable internet bandwidth (99% of the time).
- Students will have access to the digital tools (99% of the time).
- Staff will have access to business services (99% of the time).
- Minimum 0.5 Mbps/sec (speed of internet) per user.
- Schools will have an inventory of mobile devices at a ratio of one device for every four students.
- Educators will have access to mobile technology (99% of the time).
- 90% of staff will consult with B&LT prior to the purchase of any new technologies (hardware and software).

DELIVERABLES:
- Wireless and Network Infrastructure Upgrade
- Five-Year Classroom Technology Acquisition Plan
- Simple Sign On
- Standardized Project Management and Procurement Process

Connection to Exit Outcomes:
Innovative/ Creative   **Digitally Fluent**

PRIVACY AND SECURITY

Strategic Plan Connection: *Culture of Caring*

In a culture of privacy and security students and staff have an understanding of data that needs to be confidential and will follow best practices to ensure it is secured.

Goal: We will protect data by building a culture of privacy, security and digital leadership

DESIRED OUTCOMES

Students:
- Demonstrate the rights, responsibilities and opportunities of living, learning and working in an interconnected digital world and make mindful, ethical choices.
- Demonstrate an increased awareness of Privacy and Digital Security practices.

Staff:
- Demonstrate the rights, responsibilities and opportunities of living, learning and working in an interconnected digital world and model mindful, ethical choices, and ensure the protection of student data.
- Demonstrate an increased awareness of Privacy and Digital Security practices.

System:
- A governance structure for privacy and security.
- Policies, procedures and practices that prioritize the protection of student, staff and District data.

KEY PERFORMANCE INDICATORS:

By June 2022:
- 100% of our staff will participate in security and privacy training.
- Policies and procedures have been revised or developed to reflect current technologies, risks and practices by June 2022.
- 50% reduction in the number of privacy and security breaches due to human error.
- Training activities will demonstrate a 50% increase in Privacy and Digital Security awareness for both staff and students.

DELIVERABLES:
- Secure Data
- Security Steering Committee
- Security Operational Committee
- Software Catalogue Review Committee
- Secure Business Practices
- Privacy and Security Training Plan for Staff

Connection to Exit Outcomes:
Ethical Decision-makers

DIGITAL TRANSFORMATION

Strategic Plan Connection: *Culture of Innovation*

Digital transformation grows the knowledge, skills and abilities of individuals through digital connections and collaboration. It modifies processes and practices of the organization for improved outcomes.

Goal: *We will leverage digital technologies to improve business processes, culture and experiences*

DESIRED OUTCOMES:

Students:
- Use digital resources to deepen the learning experience.
- Increased level of digital fluency.
- Ongoing exposure to a variety of new and emerging technologies to develop student adaptability in a changing world.

Staff:
- Demonstrate enhanced planning, implementation and assessment of student learning through the use of digital resources.
- Use digital resources to improve work flow and business processes, culture and experiences to meet the diverse needs of our students and families.

System
- Improved workflow and business practice.
- Increased client satisfaction.

KEY PERFORMANCE INDICATORS:

By June 2022:
- Reduction in duplication of technological purchases that perform similar functions.
- Staff survey indicates a 50% increase use of digital tools for learning and business.
- Feedback indicates that students will critically select, evaluate and use digital resources to deepen learning.
- A client satisfaction survey indicates 95% of clients are satisfied with their service.

DELIVERABLES:
- Student Safe Arrival Module
- Student, Staff, Parent Portals
- New Student Information System
- Meeting Management Software
- Artificial Intelligence Framework
- Business processes support digitization
- Expanded digital functionality of current tools eg. school staff communication tools

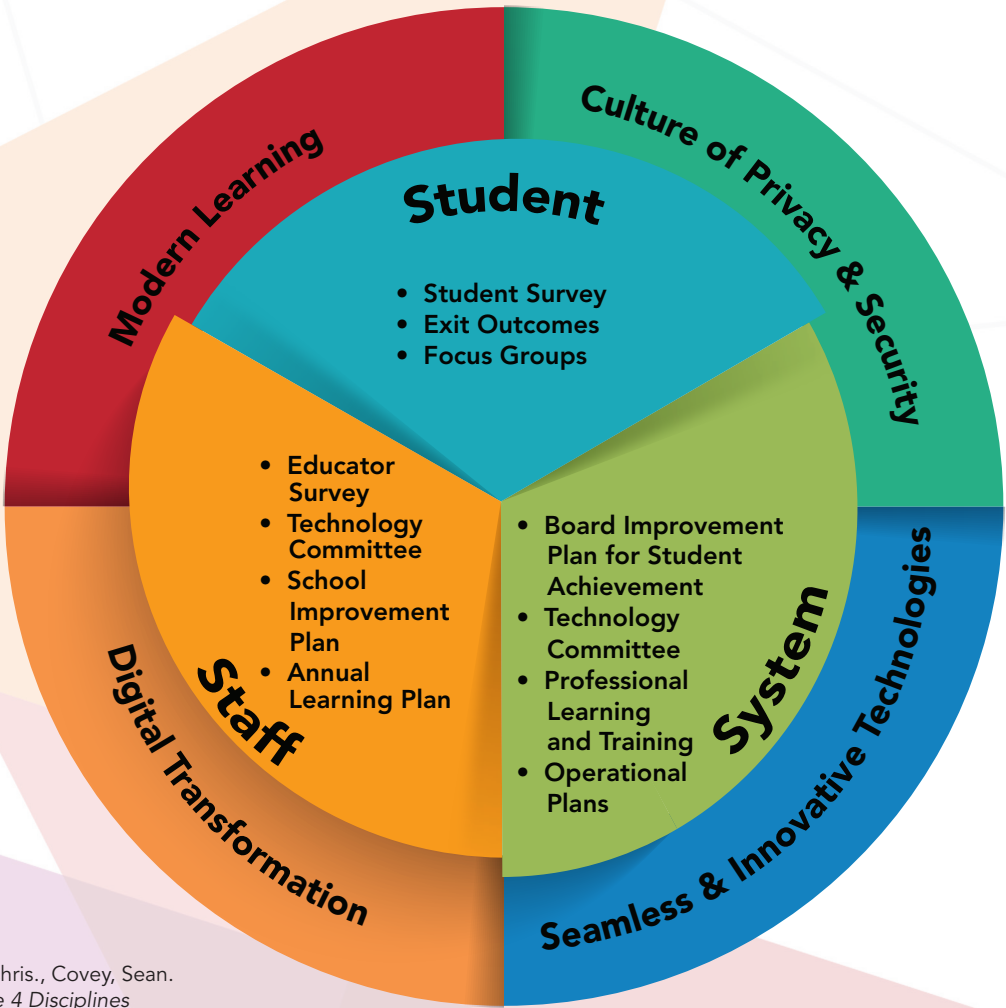## Connection to Exit Outcomes:

Collaborative · Effective Communicators

IMPLEMENTATION AND MONITORING

Transforming How We Learn and Work will determine our journey for the next three years (2019–2022). A detailed year-by-year plan will be created to guide the direction of Business and Learning Technologies in each of the four themes. Progress on the yearly plan will be monitored by the leads of each project and progress towards the desired outcome will be shared twice each year. The progress in each area will assist the department in the development of the detailed plan for the subsequent year. Business and Learning Technologies will work with staff and all departments to implement and monitor the plan.

As part of the monitoring plan, there will be lead and lag measures. Lead measures identify the progress that is being made towards achieving the goal. Lag measures determine if the goal was achieved. They are usually accessed at the time that progress towards the goal is assessed.

Goal: *Students will increase their level of Digital Fluency*	
Lead Measure	**Lag Measure**
• Student Survey feedback on what could be changed to support student use of technology to create knowledge.	• More students are using technology to create new knowledge as determined through student portfolios.

Source: McChesney, Chris., Covey, Sean. Huling, Jim. (2012) *The 4 Disciplines of Execution: Achieving Your Wildly Important Goals* New York: Free Press

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Business and Learning Technologies' Mission:
We care about the success of our students so we strive to provide and
support a learning and technical environment that is innovative,
safe and accessible for the entire OCDSB community.