

## **DEPARTMENT OVERVIEW**

The Little Miami Local Schools Department of Technology

### **Little Miami Local Schools TECHNOLOGY DEPARTMENT -**

#### DEPARTMENT OVERVIEW:

Technology has become a powerful and essential tool in the education process for both students and staff in the Little Miami School District. Technology application is an important factor in improving student performance and achievement, increasing staff productivity, and assuring efficiency of the day-to-day operations of the school system.

The Tech Department currently supports technology use for over 4200 end users. Day-to-day department operations consist of responsibilities that include but are not limited to the following:

- Ordering, deploying and maintaining all district computers and other technologies
- Email administration and support
- Network and server administration, support and maintenance
- Websites and ENews
- Install, maintenance, and support for district instructional and administrative software programs
- Administration and support - Progress Book, SearchSoft Employment, School Safety, etc.
- Operating district wide help and repair desk

A District Technology Status and Improvement Plan was implemented at the start of the 2006 school year. This plan provides the framework for maintaining and improving the district technology infrastructure, equipment, organization and human resources vital to improving student and staff learning. Highlights of the plan include:

- Current system and new building infrastructure additions and upgrades
- 5 year computer replacement cycle
- Implementation of VOIP

**Director of Instructional Technology**  
Leads & Coordinates Instructional & Information Technology  
Administrator- Various Applications and Web Communications

**Secretary**  
Tech & Communications

**District Public Relations**  
Coordinates district communication  
with Tech Director

INSTRUCTIONAL TECHNOLOGY

**Instructional Technology Specialist**  
Responsible for technology integration,  
instruction, software applications, training,  
Certified

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Responsible for technology integration,  
instruction, software applications, training,  
Certified

**Tech/Research Coord.**  
Instructional & Research Tech

**Library/Media**

**EMIS**  
Coordinates effort with Tech Director  
in Student Services and DASL

**Maintenance Department**  
Business Operations

INFORMATION TECHNOLOGY

**IT Manager**  
Responsible for Infrastructure, Servers,  
VoIP

**Computer Technician Specialist**  
Responsible for installation & maintenance of  
hardware & software, staff support & building  
technical operations

**Systems Specialist**  
Responsible for systems assist &  
support of technical operations

## **MISSION STATEMENT**

The mission of the Department of Technology is to provide students and staff with a reliable infrastructure of technology resources to support and advance instruction and learning.

## **GOALS**

- To identify and secure dedicated spaces for technology closets and to outfit network closets with adequate cooling and power
- To create a high performance and highly reliable Network for the Little Miami School District
- To allocate an adequate operational budget including additional staff needed to support the new and expanded technology systems as implemented through the 2006 bond
- To implement and provide support/training with a variety of computer and supportive technologies to enhance the delivery of instruction and improve student learning
- To improve the ability for all staff to communicate internally and with the community by implementing a Voice-Over-IP (VoIP) solution
- To provide administrative and teaching staff with the hardware and software necessary to improve their efficiency and effectiveness
- To work with District Communication person to improve internal and external web communications
- To secure a technology building that provides for department security, staff growth and equipment storage
- To continue to provide timely equipment repair and support