**Whiteriver Unified School District**

**Technology Plan Development Timeline**

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| **Date** | **Task/Purpose** | **Required Resources** |
| 12/4/14 | Planning Committee Meeting   * Review and finalize timeline * Review and discuss tech plan format * Make assignments for next meeting | * WUSD Tech Plan Development Timeline * Sample Tech Plan Template |
| 12/18/14 | Planning Committee Meeting   * Jeff Sun will discuss connection between indicators and vision (via Skype) * Discuss and draft vision   Committee members refine and edit vision statement via Google Docs site before next meeting | * Sample Vision Statements * Whiteriver’s Indicators * Sun Associates powerpoint (vision) |
| 1/8/15 | Planning Committee Meeting   * Finalize Vision Statement (Jeff Sun via Skype) * Create working groups * Sketch out goals   Working in Goal Groups, committee members refine and edit goal statements via Google Docs site before next meeting | * Evaluation Report * Table of Findings/Recommendations * Sample Tech Plan Goals * Sun Associates powerpoint (goals) |
| 1/22/15 | Planning Committee Meeting   * Finalize Goals * Orientation to Action Planning (Jeff Sun via Skype)   Working in Goal Groups, committee members begin to create Action Plans via Google Docs site between this meeting and the next. | * Action Plan Template * Sun Associates powerpoint (action planning) |
| 2/5/15 | Planning Committee Meeting   * Work on Action Plans * Review Action Plan Drafts with Jeff Sun (via Skype)   Goal Groups continue to work on Action Plans via Google Docs site between this meeting and the next. |  |
| 2/19/15 | Planning Committee Meeting   * Work on Action Plans * Review Action Plan Drafts with Jeff Sun (via Skype)   Goal Groups continue to work on Action Plans via Google Docs site between this meeting and the next. |  |
| 3/5/15 | Planning Committee Meeting   * Finalize Action Plans * Review Action Plan Drafts with Jeff Sun (via Skype) * Talk about “Additional Sections” |  |
| 3/6 – 4/2 | Create Additional Sections   * Staffing Plan * Infrastructure Plan * Evaluation Plan * Budget   Assemble the whole draft and distribute to Committee prior to 4/3/15 meeting. |  |

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| 4/3/15 | Planning Committee Meeting   * Review whole draft * Jeff Sun via Skype |  |
| 4/16/15 | Final Planning Committee Meeting to make and approve changes to draft |  |
| After 4/16/15 | Provide report to Governing Board for Review and Approval |  |