Component IX: SAISD Information Technology will deliver technology services to create a safe, secure, reliable, and equitable digital environment where our familia can devote their attention to improving student outcomes.

Objective A: Student Technology (1:1 Program) - SAISD will provide high quality technology for all students regardless of program, neighborhood demographics, school influence, or outside funding.

Activity	Timeline	Outcomes
1. Establish policies and procedures to oversee asset management.	• Complete a review and map of the entire inventory management process for the lifecycle of all technology devices, and identify improvements, by April 2023. • Collaborate with Academics & School Leadership on a staffing plan for inventory management at campuses by July 2023. • Codify and train on all Inventory Management Procedures August 2023.	An updated policy and procedure document (or set of documents) for technology inventory management. All campuses have clearly identified and trained leaders and staff overseeing inventory management.
2. Clean up disparate systems and help them talk to each other.	• Develop a set of basic, cross-system reports that can be used by campuses and district administrators by January 2023. • Complete Manual Data Match/Cleanup between Inventory, ERP, and IT Management systems by December 2023.	More coherent inventory data that is both accessible and widely used by campus and district employees
3. Develop a sustainable plan for the refresh of the district student device program, and complete the first total refresh.	• Collaborate with Academics to confirm the district's model for the student device program (1:1, classroom set, or hybrid) and consider the profiles of thriving students and schools described in Component I.A above by July 2023. • Formulate by 2023 a plan to replace all student devices. • Complete refresh of all current devices by June 2027.	A financial model through FY2028, with earmarked funds All student devices have been refreshed equitably and efficiently.
4. Improve the student device repair program, involving students as much as possible.	• Implement student tech teams at 3 middle and/or high schools by March 2023. • Establish vendor partnerships that can result in lower costs or trade-ins for repair parts by December 2022.	Tech teams implemented at all high schools and all middle schools; student participants can graduate with industry certifications. Improved repair times and lowered repair costs.

	● Implement student tech teams at 2 middle and/or high schools by March 2024.	
5. Support home internet connectivity initiatives.	● Complete the "Get Connected" campaign at the 20 schools with the highest number of students in the target area by December 2023. ● Examine the bus wireless program to ensure continuity of access on our school buses. ● Deploy 500 Connected Beyond the Classroom routers by March 2023. ● Provide annual training and marketing materials for campus technology representatives, social workers, and others on home internet options.	Increase the number of students with reliable home internet (as measured by registration data).
6. Establish a technology hardware committee that will oversee all district hardware standards, including (but not limited to) devices distributed to students, employees, and classrooms.	● Implement a hardware committee by June 2023. ● Develop a system to differentiate between 1:1 Devices, Surplus/Swap Devices, Testing devices, and other uses, and identify how many each campus should have, by June 2023. ● Rollout an updated hardware request process and website for August 2023.	A hardware committee that meets regularly to assess device needs and respond to requests for students. Published standards for student, employee, and classroom devices on a hardware intranet site.

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Objective B: Employee Technology - SAISD will shift the organizational model so that Information Technology centrally owns and manages employee devices, to ensure that all employees have the appropriate device to meet their instructional and business needs.		
Activity	**Timeline**	**Outcomes**
1. Track employee devices in our Inventory Management System.	● Develop procedures for entering and managing employee devices in the Inventory System by February 2023. ● Develop a plan by April 2023 to collaborate with departments on entering and assigning all employee technology.	All employee devices are in the Inventory Management System, assigned to the staff user. Departments & Campuses have people assigned to regularly maintain the employee device inventory.

		● Timeline TBD: All devices are entered, and employees trained on the system management.	
2.	Refresh the devices assigned to employees, by campus or department, and implement a 5-year replacement cycle.	● Develop and publish a refresh plan and device standard (via the Hardware Committee) that relies on Enterprise Resource Planning (ERP) and Inventory data and is financially sustainable through 2028, by April 2023. ● Year 1 of refreshes (Lighthouse 3.0 + select departments) completed by April 2023. ● Year 2 of refreshes completed by September 2023. ● Year 3 of refreshes completed by September 2024.	A published refresh plan . All employees will have an in-standard device in the next 3-5 years.
3.	Develop onboarding and offboarding process that covers the distribution and collection of employee laptops.	● Collaborate with Human Capital Management (HCM) to develop a procedure for employee offboarding by May 2023. ● Collaborate with HCM to develop a procedure for distributing technology during onboarding by July 2023.	Clear and efficient process for staff members onboarding and offboarding.
4.	Create a printing model for the district.	Phase I – Install Copiers - Completion: First quarter school year 2022-2023 Phase II –Analyze data from usage reports: ● Identify areas of improvement to reduce consumption ● Input from Departments and Campuses to help determine limits (if any) ● Ongoing to monitor copier activity Phase III – ● Import desktop printers into management solution and reporting ● Gather data from usage reports ● Ongoing	Create District Printing and Copying Governance Decrease usage to reduce: ● Energy Consumption ● Paper Consumption ● Carbon Footprint Encourage data storage. Increase and promote: ● Use of 1-to-1 devices ● Available Online tools to store and share data

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Objective C: Classroom Technology - SAISD will provide all students and Teachers with future-ready classroom technology that is student-centered, promotes creativity, critical thinking, collaboration and engagement in a flexible learning environment.		
Activity	**Timeline**	**Outcomes**
1. Create and execute a plan to ensure that all classrooms at all schools have high quality display technology.	- Collaborate with Academics to revisit the display technology standard and long-term budget by January 2023. - Complete a Request for Proposal (RFP) for 2023-24 by June 2023. - Install display technology at all campuses (excluding Lighthouse 2.0 and 3.0) by June 2026. - Create a system for regular updates of classroom technology.	All instructional spaces have high quality display technology. A written and distributed "refresh plan" (regularly updating technology to improve performance).
2. Enhance strategy for, and implement a standardized approach to in-classroom charging for student devices.	- Collaborate with Academics, Construction, and Facilities Services to identify our approach for providing in-classroom charging by March 2023. - Implement the new classroom charging standard in Lighthouse during the 2023-2024 school year.	Adequate charging options in all classrooms in the district.
3. Establish standards for equipment and accessories placed in campus shared and specialized spaces (such as computer labs, libraries, makerspaces, & broadcasting areas).	- Collaborate with Academics and the IT Hardware Committee to establish uniform standards that consider the profiles of thriving students, employees and schools described in Component I.A above by January 2024. - Implement standards in either Bond 2020 construction or Lighthouse refreshes by 2027.	A standards or specifications document that details what is provided. All campuses receiving substantial renovations or updates will adhere to the new standard.

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Objective D: Applications - Create and maintain a curated library of digital resources (apps and software)		
Activity	**Timeline**	**Outcomes**
1. Collaborate with Academics to Develop and implement Software Committee 2.0.	**Phase 1**: Overall Governance Develop and present a proposal for a revised Software Committee charter, strategy, and policy by May 2023 **Phase 2**: Instructional Applications Create a curated list of approved instructional applications and communicate to campuses by June 2023. Develop a plan to identify unnecessary applications by August 2023, and communication plan to inform teachers **Phase 3**: Business Applications Create a comprehensive and curated list of approved business applications by December 2023. Develop roles & responsibilities (including staffing) for general use applications (such as Adobe) by June 2024.	Software policy/procedure/standards document Strengthened presence of Academic Stakeholders in application decision making Improved financial stewardship due to fewer redundant apps Improve district data compliance Easy to use library of applications Reduced data privacy risks.
2. Adopt the Texas Student Privacy Alliance agreement for all software & applications.	Obtain internal and legal review and formally adopt by December 2023. Develop a repository for Software Data Sharing agreements by 2023-2024.	Formal Participation in the Texas Student Privacy Alliance A complete list of 3rd party partners whom we share data with for account provisioning

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Objective E: Infrastructure - Upgrade and maintain a reliable, dynamic, and scalable network infrastructure.		
Activity	**Timeline**	**Outcomes**
1. Provide enhanced LAN services (i.e. through-put, support for AR/VR/eSports, cybersecurity, engineering)	● In collaboration with Curriculum, develop LAN requirements for special programs and competitions. ● School switch upgrades January 2024	99.98% infrastructure availability at all facilities that operate at 3x the TEA standard for data throughput per student. Students, regardless of program, have the required bandwidth.

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Objective E: <u>Infrastructure</u> - Upgrade and maintain a reliable, dynamic, and scalable network infrastructure.		
Activity	**Timeline**	**Outcomes**
2. Complete end-to-end visibility from endpoint to internet for a faster response time to a resolution.	● Develop recommendations for software/appliances needed by June 2023. ● Implementation and monitoring September 2023	A suite of tools capturing Network traffic and analytics from endpoint to internet which results in faster response and resolution.
3. Increase wi-fi service by addressing coverage vs density, online testing, outdoor learning spaces, learning commons, parking lot/after hours access, collaborative spaces.	● Wireless signal upgrades at all campuses by Summer 2023 ● Elementary and High School enhancements by September 2023 ● Middle School enhancements by July 2024	Complete Wi-fi coverage expanded to all areas of school both inside and outside learning areas.
4. Expand refresh plan for all infrastructure (wireless, core, data center)	● Evaluate and audit current hardware across infrastructure Spring 2023 ● Develop replacement roadmap Spring 2023 ● Incorporate into current infrastructure	Infrastructure equipment is within end-of-life support and service parameters.

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Objective F: <u>Cybersecurity</u> - Implement cybersecurity solutions that strengthen and fortify the district's security posture providing the students and staff a safe digital environment.		
Activity	**Timeline**	**Outcomes**
1. Review Cybersecurity operating budget and staffing model.	● Evaluate budget annually ● Grow Cybersecurity team as new solutions are implemented.	SAISD's annual operating budget includes adequate cybersecurity dollars. District staff members are able to effectively use and monitor tools.
2. Create a Security Coordinating Committee to formalizes and adopts policies that are enforced	● Nominations by March 2023 ● Establish / Confirm Committee by June 2023 ● Kick-off September 2023 ● Develop Policy (Admin Procedures) ● Develop and implement awareness program	A Security Coordinating Committee is meeting regularly

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Objective F: <u>Cybersecurity</u> - Implement cybersecurity solutions that strengthen and fortify the district's security posture providing the students and staff a safe digital environment.		
Activity	**Timeline**	**Outcomes**
		100% Completion of Security Awareness Training (Yearly) Standard for aligning cybersecurity practices across divisions (including shared expectations for compliance)
3. Enhance visibility and analytics.	● Implement Automation/Managed Solutions by 2023-24 ● Implement Centralized Logging and Reporting by 2023-24	Improved incident response times Decrease the number of false alerts

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Objective G: <u>Disaster Recovery and District Business Continuity</u> - SAISD will optimize the technology disaster recovery and district business continuity program that allows for continuous learning and business opportunities.		
Activity	**Timeline**	**Outcomes**
1. Review and test the SAISD technology disaster recovery plan.	● Establish protocols ● By June 2023 meet with departments, assessment of staff for critical functions ● By June 2023 establish routine activities and events (Ex. Quarterly check-in)	An Information Technology Disaster Recovery Plan
2. Review and test the district business continuity plan.	● Develop a priority list of departments to work with by March 2023 ● Develop a general policy ● Communicate ● Establish routine activities and events ● Department's quarterly check in and district annual evaluation and revision of plan	A Distributed Business Continuity Plan covering the entire district