



Bruce-Guadalupe
Community School



United Community Center
Centro de la Comunidad Unida



United Community Center
Acosta Middle School

United Community Center Schools

District Digital Learning Plan



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UCC Schools District Digital Learning Plan

I. Introduction

The United Community Center's (UCC) mission is to transform the lives of Hispanics, families and individuals of all ages by providing the highest quality comprehensive services in education, human services, health, community development and cultural arts. The UCC's vision is an empowered and thriving Hispanic community where all achieve their fullest potential.

The foundation of our services at the United Community Center is education. Our K4-8 schools of more than 1,600 students are the primary example of how we serve through education, and we truly believe we can lead the community to a better life through education.

Our UCC Schools are a non-sectarian, nonprofit, community-based charter school dedicated to creating an environment that fosters high expectations and excellence for all students. Our schools believe that hard work, strong parental involvement, high expectations, and knowledge of culture will lead all students to rigorous high schools and colleges and equip them with skills to be competitive in dynamic future job markets. UCC Schools provide students with a clear sense of identity, a positive attitude toward learning, and effective communication skills.

The United Community Center (UCC) Schools Digital Learning Plan aims to provide equitable, personalized, applied, and engaging digital learning experiences for all students. By leveraging technology, we will transform teaching and learning, ensuring that our students are prepared for the challenges of the 21st century. This plan focuses on five key areas: Instruction, Learning, and Assessment; Empowering, Innovative Leadership; Technology & Hardware; Professional Learning and Building Capacity; and Data and Privacy.



II. Equitable Access

Internet Connectivity:

Ensure high-speed Internet access in all classrooms and provide connectivity support for students' homes, guaranteeing that learning can occur anywhere and anytime.

- Upgrading Infrastructure:
 - Collaborate with local Internet service providers and technology companies to assess and upgrade the district's Internet infrastructure, ensuring high-speed connectivity in all classrooms.
 - Invest in fiber-optic connections and robust networking equipment to support high-speed and reliable Internet access.
- Wi-Fi Accessibility:
 - Install Wi-Fi access points strategically throughout school buildings to provide seamless connectivity in classrooms, libraries, and common areas.
 - Configure district provided student and staff devices to automatically and securely connect to the Internet while on campus.
 - Implement a guest network to enable visitors to connect to the Internet securely while on campus.
- Home Connectivity Support:
 - Partner with local community organizations, businesses, and government agencies to identify families without reliable Internet access at home.
 - Provide subsidized or free Internet access to economically disadvantaged families, either through partnerships or by leveraging government assistance programs.
- Device Compatibility:
 - Ensure that the school's digital learning platforms and resources are accessible across various devices (e.g., laptops, tablets, smartphones) commonly used by students at home.
 - Provide technical support and resources to families to help them troubleshoot common Internet connectivity issues at home.

Digital Resources:

Provide access to high-quality digital resources, virtual instruction, and technology-enhanced learning materials that align with Wisconsin's academic standards and are available to all students and educators.

- Curriculum Integration:
 - Collaborate with teachers, curriculum specialists, and educational technology experts to identify digital resources that align with Wisconsin's academic standards and enhance the existing curriculum.
 - Integrate these digital resources into lesson plans, ensuring they complement and enrich the classroom learning experience.
- Digital Libraries and Repositories:
 - Establish a digital library or repository that houses a wide range of educational materials, including e-books, interactive simulations, videos, and educational apps.



- Ensure the digital library is organized by grade level, subject, and topic, making it easy for educators to find and utilize relevant resources.
- Tech-Savvy Educators:
 - Offer professional development workshops and training sessions to teachers, focusing on how to effectively integrate digital resources into their teaching methods.
 - Create a supportive environment where educators can collaborate, share best practices, and inspire each other to explore innovative teaching approaches using digital resources.

Ubiquitous Support:

Implement infrastructure support to ensure that digital learning tools and resources are accessible to every student, regardless of their background or location.

- Instructional Technology Specialist Support:
 - Establish a technical support person (Instructional Technology Specialist), allowing students, parents, and educators to seek assistance with digital learning tools, Internet connectivity, and other technology-related issues.
 - Ensure multilingual support to cater to diverse linguistic needs within the community.
 - Recruit and train an Instructional Technology Specialist who is an experienced educator who specializes in technology integration, to provide on-site support and guidance to teachers in their classrooms.
 - This person can offer immediate assistance, troubleshooting, and professional development tailored to individual educators' needs.
- Regular Infrastructure Assessments:
 - Conduct regular assessments of the district's digital infrastructure to identify areas that need improvement or expansion.
 - Allocate resources based on these assessments, ensuring that schools with inadequate digital support receive priority in infrastructure upgrades and additional resources.
- Community Partnerships:
 - Forge partnerships with local businesses, technology companies, and community organizations to secure funding, donations, or discounts on digital learning tools and infrastructure upgrades.
 - Engage community members in volunteering initiatives, encouraging them to support digital literacy programs and mentorship opportunities for students.

By implementing these strategies, UCC can guarantee high-speed Internet access, provide access to high-quality digital resources, and offer ubiquitous support, ensuring that every student has equal opportunities to engage in digital learning experiences both inside and outside the classroom.



III. Personalized Learning

Capturing the Voice of the Learner:

Leverage technology to capture the voice of the learner, allowing students and teachers to actively participate in shaping the instructional process.

Online Surveys and Feedback Tools:

- Utilize online survey platforms and feedback tools to gather input from students on their learning experiences, preferences, and challenges.
- Regularly conduct surveys to gauge student satisfaction and engagement with digital learning materials and teaching methods.

Teacher facilitated discussions

- Request for educators to regularly discuss with their students their satisfaction with their learning experience, and the digital programs we have available to students in our classrooms.
- Request for educators to regularly pass along this feedback to the Instructional Technology Specialist to determine next steps, or to make adjustments to existing programming.

Implementing Dynamic and Flexible Learning Formats:

Implement dynamic and flexible learning formats, supported by technology, that cater to diverse learning styles and abilities, maximizing each person's learning potential.

Blended Learning Models:

- Integrate traditional classroom teaching with online resources, allowing students to access digital materials at their own pace.
- Utilize Learning Management Systems (LMS), such as Google Classroom, to organize and deliver content, enabling students to review lessons, participate in discussions, and submit assignments online.

Differentiated Instruction:

- Use adaptive learning platforms that adjust content and difficulty levels based on students' progress and performance, catering to individual learning needs.
- Provide a variety of learning materials, such as videos, interactive simulations, and podcasts, allowing students to choose formats that suit their learning styles.

Project-Based Learning (PBL):

- Implement project-based learning initiatives where students collaborate on real-world projects using digital tools.
- Encourage students to explore diverse topics and present their findings using multimedia presentations, fostering creativity and critical thinking.



Providing Customized Professional Development: .

Provide tailored professional development opportunities for teachers, enabling them to effectively integrate technology into their teaching methods and personalize learning experiences for students.

Needs Assessment Surveys:

- Conduct surveys among teachers to identify their specific areas of interest, challenges, and proficiency levels in using technology in the classroom.
- Use the survey results to design personalized professional development programs tailored to individual teachers' needs.

Job-Embedded Coaching:

- Provide an Instructional Technology Specialist to work directly with teachers in their classrooms.
- Provide one-on-one coaching sessions, classroom observations, and feedback to support teachers in integrating technology effectively and addressing their specific challenges.

Professional Development and Training:

- Provide ongoing training and professional development opportunities for staff and teachers to review new tools and technology, and understand how to utilize and implement these tools in their classrooms to support student learning.

Resources:

- District leaders and principals will regularly provide examples of resources, articles, and tools for teachers to consider adding to their instruction to support student learning
- When training or PD opportunities arise in the local area or community, these will be shared with staff to consider participating in

By implementing these strategies, the UCC Schools digital learning plan can successfully capture the voice of the learner, provide flexible learning formats, and offer customized professional development opportunities for teachers, creating a dynamic and inclusive digital learning environment tailored to the needs of each student and educator



IV. Applied and Engaging Learning

Critical Skill Development:

Foster the development of critical skills such as problem-solving, creativity, communication, and collaboration by integrating technology into the curriculum.

Project-Based Learning (PBL):

- Design interdisciplinary projects that require students to collaborate, research, and solve real-world problems using digital tools.
- Encourage students to work in teams, fostering collaboration and communication skills while addressing authentic challenges.

Coding and Programming Activities:

- Introduce coding and programming exercises that promote logical thinking and problem-solving skills.
- Use kid-friendly coding platforms and games to engage students, allowing them to create interactive stories, animations, and games.

Digital Storytelling:

- Incorporate digital storytelling projects where students create multimedia narratives, incorporating text, images, audio, and video.
- Develop storytelling skills by having students present their ideas, enhancing communication and creativity.

Online Collaborative Platforms:

- Utilize online collaborative platforms and tools (example: shared collaborative Google docs/slides) that facilitate group projects, discussions, and document sharing.
- Encourage students to collaborate virtually, honing their communication and teamwork abilities in a digital context.

Real-World Applications:

Create learning experiences that allow students to apply critical skills to real-world problems, preparing them for success in college and careers.

Community Partnerships:

- Forge partnerships with local businesses, nonprofits, and experts in various fields.
- Organize field trips, guest lectures, or virtual sessions where professionals discuss real-world applications of classroom concepts, inspiring students.

Service Learning Projects:

- Engage students in service learning projects that address community needs.
- Use technology to research, plan, and execute these projects, enabling students to see the impact of their work on the real world.



Simulations and Virtual Labs:

- Use simulations in science, math, and social studies classes to allow students to experiment, analyze data, and draw conclusions, applying critical skills in a controlled environment.

Global Perspective:

Encourage students to collaborate globally, fostering cultural understanding and preparing them for the global society they will engage with in their future careers.

International Collaborative Projects:

- Use online platforms for video conferences, shared documents, and collaborative presentations, fostering global communication and collaboration skills.

Language Exchange Programs:

- Use video calls, messaging apps, and online language learning platforms to connect students, promoting global understanding and tolerance.

Global Issue Discussions:

- Use digital platforms to facilitate these discussions, encouraging students to research, present, and debate global topics, fostering critical thinking and global awareness.

Virtual Cultural Experiences:

- Arrange virtual cultural experiences such as virtual museum tours, live demonstrations, or interactive workshops with artists and experts from around the world.
- Use video conferencing and live streaming technologies to enable students to interact with individuals from different cultures, broadening their perspectives and enhancing cultural understanding.

By implementing these strategies, the UCC schools digital learning plan can effectively foster critical skill development, provide real-world applications of learning, and encourage a global perspective among students, preparing them to succeed in an interconnected and diverse global society.



V. Empowering, Innovative Leadership

Visionary Leadership:

Cultivate visionary leadership at all levels, empowering administrators, teachers, and staff to innovate and explore new educational technologies and methods.

Leadership Workshops and Training:

- Organize workshops and training sessions for school leaders, focusing on emerging educational technologies, pedagogical approaches, and digital learning trends.
- Provide opportunities for leaders to attend conferences and collaborate with experts, enhancing their understanding of innovative practices.

Establish Innovation Committees:

- Form innovation committees comprising teachers, administrators, and technology specialists.
- Task these committees with researching and experimenting with new digital tools and methods, fostering a culture of continuous innovation within the school.

Recognition and Incentives:

- Recognize and reward innovative teachers and staff members for their contributions to digital learning.
- Offer incentives such as professional development opportunities, leadership roles, or grants to support their innovative projects, encouraging others to follow suit.

Collaborative Leadership:

- Encourage collaborative leadership, where administrators work closely with teachers and staff to create a shared vision for integrating technology into the curriculum.
- Foster open communication channels, allowing teachers to share their ideas and concerns, creating a sense of ownership in the digital learning initiatives.

Supportive Environment:

Foster a supportive environment that encourages risk-taking and experimentation, allowing educators to develop innovative approaches to digital learning.

Safe Space for Experimentation:

- Create a safe space where educators can experiment with new teaching methods and technologies without fear of failure.
- Encourage teachers to pilot digital tools and innovative strategies in their classrooms, providing feedback to refine these approaches.

Professional Learning Communities (PLCs):

- Establish PLCs allowing teachers to collaborate, share successes, and troubleshoot challenges together.



- Provide time and resources for teachers to meet regularly, fostering a sense of community and mutual support.

Continuous Feedback Loops:

- Implement continuous feedback loops where teachers and students provide input on digital learning initiatives.
- Use surveys, focus groups, and classroom observations to gather feedback, allowing educators to adapt and refine their approaches based on real-time input.

Community Engagement:

Engage with parents, community members, and industry partners to build a shared vision for digital learning and garner support for innovative initiatives.

Parent Workshops and Webinars:

- Share information about workshops and webinars for parents, educating them about the benefits of digital learning and how they can support their children’s education at home.
- Provide demonstrations of digital tools and resources, showcasing their educational value and impact on student learning.

Community Events and Showcases:

- Share information about community events and showcases where students demonstrate their digital projects and skills to parents and community members.
- Highlight student achievements, fostering pride within the community and generating support for digital learning initiatives.

Industry Partnerships:

- Forge partnerships with local businesses, tech companies, and industry experts.
- Invite professionals to guest lecture, mentor students, or participate in career-related digital learning projects, providing students with real-world perspectives and connections.

Collaborative Projects:

- Collaborate with community organizations on digital learning projects that benefit both students and the community.
- Examples include developing educational apps, creating multimedia resources, or organizing community service initiatives, fostering collaboration and mutual benefit.

By implementing these strategies, the UCC Schools digital learning plan can effectively cultivate visionary leadership, foster a supportive environment for innovation, and engage the broader community, creating a collaborative and innovative ecosystem where digital learning thrives.



VI. Technology & Hardware

Up-to-Date Hardware:

Ensure classrooms are equipped with up-to-date devices, such as laptops and tablets, to facilitate seamless integration of technology into the curriculum.

Regular Technology Assessments:

- Conduct regular assessments of existing devices to determine their usability, performance, and relevance to current educational needs.
- Develop a replacement plan based on the assessment results, ensuring outdated devices are replaced with newer, more efficient models.

Budget Allocation for Device Refresh:

- Allocate a portion of the school budget specifically for the regular refresh of devices.
- Prioritize the replacement of the oldest devices first, ensuring that classrooms have access to the latest technology.

Pilot Programs:

- Implement pilot programs in select classrooms to test new devices and evaluate their effectiveness in enhancing the learning experience.
- Use feedback from teachers and students to inform decisions on scaling up the deployment of successful devices.

Collaboration with Technology Providers:

- Collaborate with technology providers and manufacturers to negotiate discounts, trade-in programs, or bulk purchase deals, maximizing the value of the budget allocated for hardware upgrades.

Technical Support:

Provide reliable technical support to address hardware and software issues promptly, minimizing disruptions to the learning process.

Dedicated IT Support Team:

- Establish a dedicated IT support team consisting of skilled technicians who can promptly address hardware and software issues.
- Ensure the IT team is available during school hours to provide immediate assistance to teachers and students.

Helpdesk System:

- Implement a helpdesk system where teachers and students can submit technical support requests online.
- Assign tickets to IT staff and monitor response times to ensure timely resolution of issues.

Professional Development for Teachers:



- Provide basic technical training to teachers, enabling them to troubleshoot common issues independently.
- Offer regular workshops and tutorials on utilizing technology effectively to minimize user-related problems.

Remote Support Tools:

- Utilize remote support tools that allow IT staff to access devices remotely for troubleshooting purposes.
- Provide step-by-step guides and video tutorials for common technical issues, enabling users to resolve minor problems on their own.

Digital Citizenship Education:

Integrate digital citizenship education into the curriculum to teach students responsible and ethical use of technology.

Incorporate Digital Citizenship Lessons:

- Develop age-appropriate digital citizenship lessons that cover topics such as online privacy, cyberbullying, information literacy, and responsible social media use.
- Integrate these lessons into existing courses such as library and English Language Arts, ensuring a holistic approach to digital citizenship education.

Interactive Workshops and Activities:

- Encourage students to collaborate on projects that promote digital citizenship awareness, such as creating informative videos or presentations.

Parent and Community Involvement:

- Organize workshops and seminars for parents and the community to raise awareness about digital citizenship.
- Provide resources and guidance for parents to support their children's responsible use of technology at home.

Student Review of Technology & Acceptable Use Policy:

- Have all students review the Technology & Acceptable Use Policy in a developmentally appropriate way so that students understand and commit to using technology responsibly at school, and outside of the school environment.

By implementing these strategies, the UCC Schools digital learning plan can ensure classrooms have up-to-date hardware, provide reliable technical support, and integrate digital citizenship education effectively, creating a safe and responsible digital learning environment for students and educators.



VII. Professional Learning and Building Capacity

Continuous Professional Development:

Offer ongoing professional development opportunities, workshops, and training sessions to enhance educators' digital literacy and pedagogical skills.

Needs Assessment Surveys:

- Conduct surveys among teachers to identify their specific areas of interest and areas where they feel they need improvement regarding digital literacy and technology integration.
- Use the survey results to design tailored professional development programs that address teachers' specific needs and interests.

Diverse Training Formats:

- Offer a variety of professional development formats, including workshops, webinars, online courses, and in-person training sessions.
- Provide flexibility in scheduling to accommodate teachers' busy schedules, allowing them to choose the format that suits their learning preferences.

Guest Speakers and Experts:

- When possible, invite guest speakers, educational technology experts, and experienced teachers from other districts to conduct training sessions and share best practices.
- Provide opportunities for interactive Q&A sessions and discussions, allowing teachers to engage directly with experts.

Teacher-Led Workshops:

- Encourage experienced teachers who have successfully integrated technology into their classrooms to lead workshops and share their strategies with their peers.
- Foster a culture of collaboration and peer learning, where teachers learn from one another's practical experiences.

Peer Learning Communities:

Establish peer learning communities where educators can collaborate, share best practices, and learn from one another's experiences in integrating technology into teaching.

Formalize Learning Communities:

- Establish formal peer learning communities within the school or district, grouping teachers based on grade levels, subjects, or specific areas of interest related to digital learning.
- Assign facilitators or mentors to guide discussions, encourage participation, and ensure that the community remains active and engaged.

Regular Meetings and Discussions:

- Schedule regular meetings for peer learning communities, allowing teachers to share their successes, challenges, and innovative approaches to integrating technology.



- Provide a structured agenda that includes time for sharing best practices, collaborative lesson planning, and troubleshooting common issues.

Cross-Disciplinary Collaboration:

- Encourage collaboration between teachers from different subjects and grade levels.
- Facilitate joint projects and lesson planning sessions that incorporate various perspectives, promoting interdisciplinary learning and creativity.

Peer Observations and Feedback:

- Offer access to a peer observation program where teachers can observe one another's classes to see how technology is integrated into different subjects.
- Encourage constructive feedback and discussions after the observations, allowing teachers to reflect on their practices and learn from each other.

By implementing these strategies, the UCC Schools digital learning plan can foster a culture of continuous professional development and establish vibrant peer learning communities. This collaborative approach empowers teachers to enhance their digital literacy, share best practices, and collectively elevate the quality of digital learning experiences for students.



VIII. Data and Privacy

Data Security:

Implement robust data security measures to protect student and staff data, ensuring compliance with state and federal regulations.

Data Encryption and Access Controls:

- Encrypt sensitive data both in transit and at rest to prevent unauthorized access.
- Implement access controls, ensuring that only authorized personnel have access to specific data based on their roles and responsibilities.

Regular Security Audits:

- Conduct regular security audits and vulnerability assessments to identify and address potential security risks.
- Collaborate with cybersecurity experts or firms to perform penetration testing to evaluate the resilience of the digital infrastructure.

Staff Training and Awareness:

- Provide comprehensive training for staff on data security protocols, including recognizing phishing attempts and safeguarding login credentials.
- Promote a culture of cybersecurity awareness among staff, emphasizing the importance of adhering to security policies and reporting any suspicious activities promptly.

Compliance with Regulations:

- Stay informed about state and federal regulations related to data security, such as the Family Educational Rights and Privacy Act (FERPA).
- Ensure that the digital learning environment complies with all relevant regulations and standards, maintaining documentation to demonstrate compliance.

Data-Informed Decision Making:

Utilize data analytics to inform instructional decisions, allowing educators to track student progress and adjust teaching strategies accordingly.

Implement Learning Analytics Tools:

- Implement learning analytics platforms that collect and analyze student performance data.
- Provide teachers with user-friendly interfaces to access data insights, enabling them to track individual student progress and identify areas for improvement.

Regular Data Reviews:

- Establish regular data review meetings where teachers, administrators, and data analysts collaborate to analyze student performance data.
- Use data-driven insights to identify trends, patterns, and learning gaps, informing instructional decisions and personalized interventions.



Professional Development on Data Literacy:

- Offer professional development workshops on data literacy for teachers and staff.
- Equip educators with the skills to interpret data effectively, enabling them to make informed decisions about instructional strategies and student support.

Transparency and Communication:

Maintain transparent communication with parents and guardians regarding the use of technology in classrooms, emphasizing the measures taken to ensure data privacy and security.

Parent Information Sessions:

- Organize information sessions or workshops for parents and guardians to explain the school's digital learning initiatives, including the tools and platforms used.
- Address common concerns related to data privacy and security, providing parents with a clear understanding of the measures in place to protect student data.

Transparent Privacy Policies:

- Develop clear and concise privacy policies that outline how student data is collected, used, and protected.
- Make these policies readily available to parents and guardians through the school website, ensuring transparency about data practices.

Secure Communication Channels:

- Use secure communication channels, such as encrypted emails or dedicated communication platforms, to share sensitive information with parents.
- Educate parents on best practices for ensuring the security of their own devices and accounts when accessing school-related information.

Feedback and Concern Channels:

- Establish channels, such as dedicated email addresses (uccschools@bgcsedu.org), for parents to share feedback, ask questions, or raise concerns about data security and privacy.
- Respond promptly to inquiries, demonstrating the school's commitment to addressing parental concerns and maintaining open lines of communication.

By implementing these strategies, the UCC Schools digital learning plan can ensure robust data security, enable data-informed decision-making, and maintain transparent communication with parents and guardians, fostering trust and confidence in the school's digital learning environment.



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IX. Conclusion

The United Community Center Schools Digital Learning Plan outlines a comprehensive approach to integrating technology into education, fostering equitable, personalized, applied, and engaging learning experiences for all students. By embracing these recommendations, we will empower our educators, inspire our students, and prepare them for success in an ever-changing digital world, ensuring they are college and career ready.