



Emergency Distance Learning Technology Plan (300 Students / 25 Teachers)

Purpose:

This plan outlines how technology will be made available to all students and teachers participating in a distance education program, including cost estimates to support emergency remote learning for high school students.

Goals:

1. Ensure every student and teacher has a reliable device for online learning.
2. Provide dependable internet access for all participants.
3. Offer technical support, training, and infrastructure to sustain distance education.
4. Create contingencies for emergency deployments with fast turnaround.

Inventory and Needs Assessment

Actions

- Survey all students and teachers:
 - Do they currently have a device (laptop/tablet)?
 - Do they have reliable internet?
 - Any special needs (accessibility tools, software licenses)?
- Identify gaps in hardware, connectivity, and training.

Deliverables

- List of device needs (number and type)
- List of internet needs
- Priority groups (e.g., low-income students)

Key Success Factors

- Clear communication with families
- Reliable infrastructure & support

- Data tracking (who has what)
- Agreements with ISPs & partners

Emergency Readiness & Turnaround Logistics

Inventory Management

- Keep a stock of ready-to-deploy devices and hotspots.
- Pre-configure all devices with the software needed.

Distribution Plan

- School pick-up days
- Home delivery for students who can't travel

Replacement Policy

- Loaner devices if repairs are needed
- Insurance coverage for accidental damage

Hardware Deployment:

The program will provide Chromebooks to all 300 students to ensure equitable access to digital learning platforms. Teachers will receive laptops capable of supporting video conferencing, instructional delivery, and content creation. An additional supply of spare devices will be maintained to allow for quick replacement during emergencies.

Estimated Hardware Costs:

- School currently has 150 student chrome books
- Student Chromebooks (150 @ \$300): \$45,000
- Teacher Laptops (15 @ \$700): \$10,500
- Spare Devices (30 @ \$300): \$9,000

Total Hardware Cost: \$64,500

Internet Access:

To ensure connectivity, mobile hotspots and internet subsidies will be provided to students lacking reliable home internet. Partnerships with local service providers will be used when possible.

Estimated Internet Costs:

- Mobile Hotspots (120 @ \$40/month for 12 months): \$57,600
- Internet Subsidies (60 @ \$300/year): \$18,000

Total Internet Cost: \$75,600

Software and Digital Tools:

The program will utilize a learning management system, productivity software, and video conferencing tools to support instruction.

Estimated Software Costs:

- Learning Management System (flat fee): \$10,000
- Productivity Software (students and teachers): \$2,400
- Video Conferencing Licenses (25 teachers): \$3,750

Total Software Cost: \$16,150

Training and Technical Support:

Ongoing professional development will be provided to teachers, along with technical support services for students and families.

Estimated Support Costs:

- Training Materials and Workshops: \$6,000
- Technical Support Staffing: \$40,000

Total Support Cost: \$46,000

Total Estimated Budget:

- Hardware: \$64,500
- Internet Access: \$75,600
- Software and Licenses: \$16,150
- Training and Support: \$46,000

Grand Total Estimated Cost: \$202,250

Emergency Readiness:

Devices will be pre-configured and ready for rapid deployment. Distribution procedures, repair policies, and technical support systems will be maintained to ensure continuity of instruction during emergencies.