



**Scope of Work  
Lowell Public Schools  
Proposed TOC for the Updated Technology Plan**

Activity	Cost
<b><i>Introduction and Vision</i></b>	
<b><i>Chapter each for the CELT categories 2.0 to 14.0</i></b>	
• begin each with a current status paragraph	
• include any identified challenges paragraph	
• matrix structure will remain the same with the comments column becoming 3 columns (Targeted Goals - Yr1, Yr2, Yr3)	
<b><i>Appendix A - update of the Star Chart if desired - TBD</i></b>	
<b><i>Appendix B - staff survey update if desired - TBD</i></b>	
<b>Total</b>	<b>\$3,800</b>



Integrity by CELT along with staff from Lowell Public Schools will engage in the updating of the Lowell Public Schools Technology Plan that has become outdated. During a meeting between Integrity and Lowell Public School staff, we outlined the process of how the undertaking of updating the tech plan.

Process outlined to get to this final deliverable:

LPS staff will update the existing recommendations matrix with support from Integrity

- update LDR
- update priority level
- update status for existing recommendations that are still valid
- remove recommendations that have been completed and are no longer needed in any form
- revise recommendations that may need to be addressed, but the language needs to change

CELT and LPS staff will conduct a gap analysis to determine new challenges and goals

- CELT and LPS staff will develop new recommendations based upon the gap analysis
- CELT and LPS staff will develop a new vision based upon the new recommendations
- CELT and LPS staff will conduct and document/compare results of staff survey (upon review of previous survey)
- CELT will have finalized deliverable provided to LPS leadership
- Project management & communications