

## Case Study

# Westminster Christian School



Westminster Christian School is a private k-12th grade school located in Miami, Florida.

### Organization Type

- Private School

### Student

- 400

### Faculty & Staff

- 45

Westminster Christian School, headed by Superintendent Pete Cabrera, was opened in 1961 in Miami, Florida. Westminster Christian School is fully accredited by the Southern Association of Colleges and Schools (SACS), the Florida Council on Independent Schools (FCIS), Christian Schools of Florida (CSF), and the Florida Kindergarten Council (FKC).

## Challenges

Westminster Christian School's goals were to establish a BYOD initiative that would enhance the productivity of teachers and increase communication and collaboration of users. Prior to selecting PassTheNotes, Westminster Christian School attempted an implementation of Google Drive. After attempts of implementation without support, training or direction, the administrative team at Westminster Christian School decided to look elsewhere for a more complete product and process. The organization's objective was to bring educational technology to the forefront and provide students with the skills to be proficient learners in higher educational institutions.

Westminster Christian School wanted to implement a BYOD Initiative and was looking for a platform that could organize and house educational materials. The primary focus was to foster collaboration and communication between users.

PassTheNotes met with institutional stakeholders to determine the roadmap based on objectives set by the school. The process involved an evaluation of Westminster Christian School technology, personnel, and training & professional development. PassTheNotes designed a customized roadmap tailored to their specific specifications.

## Solution

How did the organization reach the decision to implement PassTheNotes?

The decision to implement PassTheNotes was a top down decision by Pete Cabrera and his administrative team consisting of:

- Board of Directors
- CIO/IT Director- Omar Valerio
- Curriculum Director - Linda Walker
- High School Principal - David Medder

How did the organization schedule implementation of the solution?

The PassTheNotes implementation and training teams customized and developed a training program designed specifically for the administrative, IT, instructional, and student users at Westminster Christian School. Trainings consisted of a year-long PassTheNotes format of Plan, Teach, and Network. With the combined efforts of the Westminster Christian School team and PassTheNotes, WCS implemented 10 phases of workshops from the fall of the 2012 school year to 2014. The training

program consisted of a train-the-trainer program, continuous training program, and a tailored professional development plan. Alongside PassTheNotes trainers, workshops were facilitated via webbased, face-to-face, and email based training and support.

#### Benefits of Implementation of PTN solution:

The PassTheNotes platform provided a blended learning solution that enabled Westminster Christian School to communicate in a safe environment, organize content, and distribute materials school wide. The platform and training program furnished Westminster Christian School teachers and administrative staff the capability and know-how to create a customized educational environment that supported their specific site initiatives such as professional learning communities, standards initiatives, project-based learning, and virtual teaching. Users were provided with a cloud-based solution to upload and share content along with features such as a calendar, an assignment's portal, discussion board, and ability to communicate via text and video chat.

## Feedback of PTN Solution

The feedback from various users at Westminster Christian School was that the implementation schedule and roadmap were well thought-out, organized, and designed to be effective. The training plans were tailored and customized to fit the specific needs of the various levels of users and were exercised with patience and regard for user learning styles. The support team proved to be quick to respond and act to client support tickets.

The users at Westminster Christian School were not only excited to see feature requests and changes were accepted readily by the PassTheNotes team, but also happy to see those requests implemented into the next platform update.

*This Case Study has been sourced from PassTheNotes, a strategic NEC Partner. For more information on this case, contact [k-12@necam.com](mailto:k-12@necam.com) or [HigherEd@necam.com](mailto:HigherEd@necam.com).*

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