

Instructional Technology Plan - Annually - 2016

LEA Information

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A. LEA Information

1. 2014-2015 Student Enrollment

	Total Enrollment	Pre-K Enrollment	K-2 Enrollment	3-5 Enrollment	6-8 Enrollment	9-12 Enrollment	Ungraded Enrollment
Student Enrollment	1,984	0	400	448	452	663	21

2. What is the name of the district administrator entering the technology plan survey data?

Scott P. Mahardy

3. What is the title of the district administrator entering the technology plan survey data?

Assistant Superintendent

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Instructional Technology Vision and Goals

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B. Instructional Technology Vision and Goals

1. Please provide the district mission statement.

The Chittenango Central School District believes that all students can learn and develop to their highest potential. Our mission is to provide an environment that encourages each student to succeed - intellectually, socially, and physically - with an emphasis on academics, communication skills, cultural literacy, current technology, life-long learning, life skill, social responsibility, and thinking skills. We strive for excellence in all we do.

2. Please provide the executive summary of the instructional technology plan, including vision and goals.

It is the goal of the Chittenango Central School district to ensure that all Chittenango graduates will have acquired the knowledge and information through computer and other technologies for the benefit of themselves and society. Graduates will have demonstrated the ability to:

- access software and technical tools to enhance learning skills
- employ basic and advanced software applications
- engage in the exchange of information with remote sources
- use technological aids in research and in support of specific disciplines of interest
- connect technology to career opportunities

To accomplish this, it will be necessary for the district to provide the technology, infrastructure and opportunity for its students. Similarly, professional staff will need to provide integrated and discrete learning opportunities within the curriculum for students to learn and practice these skills and abilities.

3. Please summarize the planning process used to develop the instructional technology plan. Please include the stakeholder groups participating and outcomes of the instructional technology plan development meetings.

The planning process involves utilizing a cross section of representation from within the district which includes instructional staff, administration and support staff, as well as BOGES technical resources. Each technology planning meeting is focused on the integration of technologies into the classroom for the achievement of learning standards. The development of the instructional technology plan will also use surveys of technology so we can look for and identify gaps and trends to use for creating increased opportunities for students and families.

4. Please provide the source(s) of any gap between the current level of technology and the district's stated vision and goals.

- Access Points
- Cabling
- Connectivity
- Device Gap
- Network
- Professional Development
- Staffing
- Other
- No Gap Present

5. Based upon your answer to question four, what are the top three reasons causing the gap? If you chose "No Gap Present" in question four, please enter N/A.

The current item that has an affect on the above mentioned gaps is funding, which is currently awaiting approval of our Smart School Bond funding. The secondary gap is finding the time for staff development due to the rigors of APPR and common core. The final reason for the timing of closing the gap with access point is timing and funding which relates back to the final approval of our Smart Schools Bond funding.

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Instructional Technology & Infrastructure Inventory

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C. Technology and Infrastructure Inventory

1. Please identify the capacity of the telecommunications line coming into the district network hub. The district's Regional Information Center can provide the district with this information if needed.

- Greater than 10 Gbps
- 10 Gbps
- 1 Gbps - < 10 Gbps
- 100 Mbps - < 1 Gbps
- 50 Mbps - < 100 Mbps
- 10 Mbps - < 50 Mbps
- Less than 10 Mbps

2. What is the total contracted Internet bandwidth access for the district? Choose one.

- Greater than 10 Gbps
- 10 Gbps
- 1 Gbps - < 10 Gbps
- 100 Mbps - < 1 Gbps
- 50 Mbps - < 100 Mbps
- 10 Mbps - < 50 Mbps
- Less than 10 Mbps

3. What is the name of the agency or vendor from which the district purchases its primary Internet access bandwidth service?

CNYRIC BOCES

4. Please identify the capacity of the telecommunications line coming into the district's school building(s) from the district hub or district data center. The district's Regional Information Center can provide this information if needed

	Speed in Gbps or Mbps
Minimum Capacity	<ul style="list-style-type: none"> <input type="checkbox"/> Greater than 10 Gbps <input type="checkbox"/> 10 Gbps <input checked="" type="checkbox"/> 1 Gbps - < 10Gbps <input type="checkbox"/> 100 Mbps- < 1 Gbps <input type="checkbox"/> 50 Mbps - < 100 Mbps <input type="checkbox"/> 10 Mbps - < 50 Mbps <input type="checkbox"/> Less than 10 Mbps
Maximum Capacity	<ul style="list-style-type: none"> <input type="checkbox"/> Greater than 10 Gbps <input type="checkbox"/> 10 Gbps <input checked="" type="checkbox"/> 1 Gbps - < 10Gbps <input type="checkbox"/> 100 Mbps- < 1 Gbps <input type="checkbox"/> 50 Mbps - < 100 Mbps <input type="checkbox"/> 10 Mbps - < 50 Mbps <input type="checkbox"/> Less than 10 Mbps

5. Please identify the minimum and maximum circuit speeds at which the classrooms in the district are connected to the school building wiring/network closet.

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	Please provide the speed at which classrooms are connected to building wiring/network closet.
Minimum Circuit Speed Within a School Building	<input type="checkbox"/> Greater than 10 Gbps <input type="checkbox"/> 10 Gbps <input checked="" type="checkbox"/> 1 Gbps - < 10Gbps <input type="checkbox"/> 100 Mbps- < 1 Gbps <input type="checkbox"/> 50 Mbps - < 100 Mbps <input type="checkbox"/> 10 Mbps - < 50 Mbps <input type="checkbox"/> Less than 10 Mbps
Maximum Circuit Speed Within a School Building	<input type="checkbox"/> Greater than 10 Gbps <input checked="" type="checkbox"/> 10 Gbps <input type="checkbox"/> 1 Gbps - < 10Gbps <input type="checkbox"/> 100 Mbps- < 1 Gbps <input type="checkbox"/> 50 Mbps - < 100 Mbps <input type="checkbox"/> 10 Mbps - < 50 Mbps <input type="checkbox"/> Less than 10 Mbps

6. What are the minimum and the maximum port speeds of the switches that are less than five years old in use in the district?

	Port speed of switches	Mbps or Gbps
Minimum Capacity of Switches	1	<input type="checkbox"/> Mbps <input checked="" type="checkbox"/> Gbps
Maximum Capacity of Switches	10	<input type="checkbox"/> Mbps <input checked="" type="checkbox"/> Gbps

7. What percentage of the district's wireless protocols are less than 802.11g?

30

8. Do you have wireless access points in use in the district?

- Yes
- No

8a. What percentage of your district's instructional space has wireless coverage?

40

9. Does the district use a wireless controller?

Yes

10. How many computing devices less than five years old are in use in the district?

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Instructional Technology & Infrastructure Inventory

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	Number of devices in use that are less than five years old	How many of these devices are connected to the LAN?
Desktop computers/Virtual Machine (VM)	76	76
Laptops/Virtual Machine (VM)	220	220
Chromebooks	10	10
Tablets less than nine (9) inches with access to an external keyboard	55	55
Tablets nine (9) inches or greater with access to an external keyboard	0	0
Tablets less than nine (9) inches without access to an external keyboard	0	0
Tablets nine (9) inches or greater without access to an external keyboard	755	755
Totals:	1,116	1,116

11. What percentage of students with disabilities in the school district, as of the submission date of this technology plan, have assistive technology documented on their Individual Education Plan (IEP)?

6

12. Please describe any additional assistance or resources that, if provided, would enhance the district's ability to improve access to technologies for students with disabilities.

We have had great success with putting iPads in the hands of students with disabilities for use in assistive technologies. Additional units would allow a student further expansion of meeting the specific needs of these students. The inclusion/purchase of specific applications to meet the needs of the students population such as ProLoQuo2, Bookshare, Tap-n-See, Dragon Dictation allows our students with disabilities participate at a higher level of learning now than in the past. Additional resources for professional development will allow a further expansion of meeting the needs of this student population.

13. How many peripheral devices are in use in the district?

	Number of devices in use
Document Cameras	17
Flat Panel Displays	0
Interactive Projectors	0
Interactive Whiteboards	30
Multi-function Printers	22
Projectors	52
Scanners	4
Other Peripherals	0
Totals:	125

14. If a number was provided for "Other Peripherals" please specify the peripheral device(s) and quantities for each.

(No Response)

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Instructional Technology & Infrastructure Inventory

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15. Does your district have an asset inventory tagging system for district-owned equipment?

Yes

16. Does the district allow students to Bring Your Own Device (BYOD)?

No

17. Has the school district provided for the loan of instructional computer hardware to students legally attending nonpublic schools pursuant to Education Law, section 754?

Not Applicable

18. What barriers may prevent the district from testing 100% of its grade 3-8 students and NYSAA students on computers by the year 2020?

- Insufficient number of devices meeting testing requirements
- Lack of reliable Internet service
- Insufficient broadband access
- Inadequate staffing levels
- Insufficient testing spaces
- District does not foresee any barriers
- Other

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Software and IT Support

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D. Software and IT Support

1. What are the operating system(s) in use in the district?

	Is this system in use?
Mac OS Version 9 or earlier	No
Mac OS 10 or later	Yes
Windows XP	Yes
Windows 7.0	Yes
Windows 8.0 or greater	No
Apple iOS 7 or greater	Yes
Chrome OS	No
Android	No
Other	No

2. Please provide the name of the operating system if the response to question one included "Other."

n/a

3. What are the web browsers, both available and supported, for use in the district?

	Web Browsers available and supported for use
Internet Explorer 7	No
Internet Explorer 8	Yes
Internet Explorer 9 or greater	Yes
Mozilla Firefox	Yes
Google Chrome	Yes
Safari (Apple)	Yes
Other	No

4. Please provide the name of the web browser if the response to question three included "Other."

n/a

5. Please provide the name of the Learning Management System (LMS) most commonly used in the district. A Learning Management System (LMS) is a software application for the administration, documentation, tracking, reporting, and delivery of online and blended learning courses.

Schoology, Edmodo, and Notability

6. Please provide the names of the five most commonly used software programs that support classroom instruction in the district.

Imovie, gmail, notability, pages and keynote

7. Please provide the names of the five most frequently used research databases if applicable.

The five most used databases are US History in Context, World History in Context, Opposing Viewpoints AP Photo Archive and JSTOR

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Software and IT Support

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8. Does the district have a Parent Portal?

No

9. What additional technology-based strategies and tools, besides the Parent Portal, are used to increase parent involvement?

- Learning Management System
- Emergency Broadcast System
- Website
- Facebook
- Twitter
- Other

10. Please list title and Full Time Equivalent (FTE) count (as of survey submission date) of all staff whose primary responsibility is providing technical support. Does not include instructional technology integration FTE time.

Title	Number of Current FTEs
Lan Tech	2.00
Network Administrator	1.00
Intergration Specialist	0.40
	3.40

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Curriculum and Instruction

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E. Curriculum and Instruction

1. What are the district's plans to use digital connectivity and technology to improve teaching and learning?

The district, as part of its technology plan, is moving toward 1:1 iPads in the k-8 environment and 1:1 chrome books in 9-12, increase student engagement and cross training as well as involving parents in the student learning process.

2. Does the district's instructional technology plan address the needs of students with disabilities to ensure equitable access to instruction, materials, and assessments?

Yes

2a. If "Yes", please provide detail.

The district, through regular meetings with the Assistant Superintendent of Business, the Assistant Superintendent for Instruction and the Director of Special Education, meet to discuss the needs of the student with disability population and what additional resources are needed to ensure we are meeting their educational needs for full inclusion. These needs may include additional technology devices, adaptive software and or applications. The outcomes of those meetings are then used to update our overall technology purchasing strategies.

3. Does the district's instructional technology plan address the provision of assistive technology specifically for students with disabilities to ensure access to and participation in the general curriculum?

Yes

3a. If "Yes", please provide detail.

As mentioned above, the district meets on a regular basis to review, adjust and determine the needs of the student with disability population regarding technological needs. Instructional staff are consulted as part of that process. A student's IEP may then be updated after meeting and consulting with the student's parent/guardian to ensure they are part of the overall decision to provide the best solution for their child. Based upon the feedback of what adaptive technologies are needed, items are purchased so the student can participate in our inclusive classrooms. Each and every child learns at different levels, the use of the adaptive/assistive technology allows a "leveling" of the learning environment for all students.

4. Does the district's instructional technology plan address the needs of English Language Learners to ensure equitable access to instruction, materials, and assessments?

Yes

No

4a. Please provide details. If the district plans to apply for Smart School Bond Act funds for Classroom Learning Technology, the answer to this question must be aligned with the district's Smart Schools Investment Plan (SSIP).

As in our response to the student with disability population, the district makes available to our very limited ELL population the technological solutions to allow them to learn in an inclusive environment, including native language conversion software and other instructional tools.

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Professional Development

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F. Professional Development

- 1. Please provide a summary of professional development offered to teachers and staff, for the time period covered by this plan, to support technology to enhance teaching and learning. Please include topics, audience, and method of delivery within your summary.

The district, in conjunction with our Integration Specialist from BOGES, continues to offer numerous workshops on all superintendent conference days, as well as the week at the end of the school day. Relative topics have and will continue to be iPad use and integration in the classroom, special education apps, backup and restoration of files and printing in a mobile environment. Through this process, we have created teacher trainers who now reach out to their colleagues to provide additional training during planning periods and lunch as needed.

- 2. Please list title and Full Time Equivalent (FTE) count (as of survey submission date) of all staff whose primary responsibility is delivering technology integration training and support for teachers. Does not include technical support.

Title	Number of Current FTEs
Integration Specialist	0.40
	0.40

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Technology Investment Plan

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G. Technology Investment Plan

1. **Please list the top five planned instructional technology investments in priority order over the next three years. Infrastructure is considered an instructional technology investment.**

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Technology Investment Plan

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	Anticipated Item or Service	Estimated Cost	Is Cost One-time, Annual or Both?	Funding Sources May choose more than one source
1	Network Cabling	26,000	Both	<input type="checkbox"/> BOCES Co-Ser Purchase <input checked="" type="checkbox"/> District Operating Budget <input type="checkbox"/> District Public Bond <input type="checkbox"/> E-Rate <input type="checkbox"/> Grants <input type="checkbox"/> Instructional Material Aid <input type="checkbox"/> Instructional Resources Aid <input type="checkbox"/> Smart Schools Bond Act <input type="checkbox"/> Other
2.	Wi-Fi	34,000	One Time	<input type="checkbox"/> BOCES Co-Ser Purchase <input type="checkbox"/> District Operating Budget <input type="checkbox"/> District Public Bond <input type="checkbox"/> E-Rate <input type="checkbox"/> Grants <input type="checkbox"/> Instructional Material Aid <input type="checkbox"/> Instructional Resources Aid <input checked="" type="checkbox"/> Smart Schools Bond Act <input type="checkbox"/> Other
3.	Tablets	225,000	One Time	<input type="checkbox"/> BOCES Co-Ser Purchase <input type="checkbox"/> District Operating Budget <input type="checkbox"/> District Public Bond <input type="checkbox"/> E-Rate <input type="checkbox"/> Grants <input type="checkbox"/> Instructional Material Aid <input type="checkbox"/> Instructional Resources Aid <input checked="" type="checkbox"/> Smart Schools Bond Act <input type="checkbox"/> Other
4.	Laptops	40,000	One Time	<input type="checkbox"/> BOCES Co-Ser Purchase <input type="checkbox"/> District Operating Budget <input type="checkbox"/> District Public Bond <input type="checkbox"/> E-Rate <input type="checkbox"/> Grants <input type="checkbox"/> Instructional Material Aid <input type="checkbox"/> Instructional Resources Aid <input checked="" type="checkbox"/> Smart Schools Bond Act <input type="checkbox"/> Other
5.	Servers	30,000	One Time	<input type="checkbox"/> BOCES Co-Ser Purchase <input type="checkbox"/> District Operating Budget <input type="checkbox"/> District Public Bond <input type="checkbox"/> E-Rate <input type="checkbox"/> Grants <input type="checkbox"/> Instructional Material Aid <input type="checkbox"/> Instructional Resources Aid <input checked="" type="checkbox"/> Smart Schools Bond Act <input type="checkbox"/> Other
Totals:	0	355,000	0	0

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Technology Investment Plan

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2. If "Other" was selected in question one, for items purchased or for a funding source, please specify.

N/A

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Status of Technology Initiatives and Community Involvement

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H. Status of Technology Initiatives and Community Connectivity

1. Please check any developments, since your last instructional technology plan, that affect the current status of the technology initiatives.

- Changes in District Enrollment
- Changes in Staffing
- Changes in Funding
- Technology Plan Implementation
- Computer-based Testing
- Catastrophic Event
- Developments in Technology
- Changes in Legislation
- Other
- None

2. In this section, please describe how the district plans to increase student and teacher access to technology, at home and in the community.

The district continues to move to a 1:1 relationship of device to student, with iPads for K-8 and chrome books for 9-12 with multiple carts of opposite devices in each respective environment. We have modeled our decision based upon best practice visits to districts who have implemented this process and shown measurable successes in learning and student achievement. We have fostered relationships with local libraries for them to be treated as an extension of the school for technology learning. We currently allow our special education students take devices home. It is our goal now for the 2017-18 school year to expand the device take home process but that will not occur during the 2016-17 school year.

3. Please check all locations where Internet service is available to students within the school district's geographical boundaries.

- Home
- Community
- None

3a. Please identify categories of available Internet locations within the community.

Libraries (2)
Government offices (4)
Fire departments (3)
Local businesses (6)
Homes - based upon and individuals carrier selection

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Instructional Technology Plan Implementation

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I. Instructional Technology Plan Implementation

1. Please provide the timeline and major milestones for the implementation of the technology plan as well as the action plan to integrate technology into curriculum and instruction to improve student learning.

Major milestones - 1:1 ipads in grades K, 4-8 - Completion date is 11/1/16

6 pod clusters of iPads in grades 1-3 - completion date 12/1/16

Chrome book cart in high school - pending Smart School Bond funding

Replacement of 40 teacher laptops in 2015-16 school year

Upgrade of 3 MAC labs (52 units) in 2015-16 school year.

2016-17 will see the implementation of 1:1 chrome books in the HS (approximately 645 units) and rounding out iPads in grades 1-3 (approximately 375 units)

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Monitoring and Evaluation

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J. Monitoring and Evaluation

1. Please describe the proposed strategies that the district will use to evaluate, at least twice a year, whether the district's instructional technology plan is 1) meeting the vision and goals as outlined in the plan and 2) making a positive impact on teaching and learning in the district.

We will continue to utilize building level technology committees, vis the direction of the District Technology Committee to continue to meet and solicit feedback from end users to monitor levels of awareness and needs to continue to strive to meet and exceed the district mission for technology. This two way feedback will then allow the district to respond and update its staff development process to mee the needs of the students and staff. Student input/feedback has been incorporated in the meetings vis survey, and classroom visits.

2. Please fill in all information for the policies listed below.

	URL	Year Policy Adopted
Acceptable Use Policy -- AUP	www.chittenangoschools.org	2014
Internet Safety/Cyberbullying*	www.chittenangoschools.org	2011
Parents' Bill of Rights for Data Privacy and Security	www.chittenangoschools.org	2014

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Survey Feedback

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K. Survey Feedback

Thank you for submitting your district's instructional technology plan (ITP) survey via the online collection tool. We appreciate the time and effort you have spent completing the ITP survey. Please answer the following questions to assist us in making ongoing improvements to the online survey tool.

1. **Was the survey clear and easy to use**

Yes

2. **Was the guidance document helpful?**

Yes

3. **What question(s) would you like to add to the survey? Why?**

none

4. **What question(s) would you omit from the survey? Why?**

none

5. **Other comments.**

N/A

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Appendices

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Appendices

1. **Upload additional documentation to support your submission**

(No Response)