

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	1,047	31	240	228	228	320	0

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

Julie Lederman

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

Director of Technology

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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 Elmira Heights Central School District is an integral part of a nurturing diverse community dedicated to meeting the needs of individual students in becoming contributing citizens by setting high expectations, promoting life-long learning and pursuing excellence in a safe mutually respectful environment.

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Instructional Technology Vision and Goals

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

This plan is designed to support the mission and beliefs of the school district by incorporating the use of technology to improve and enhance instruction, learning, management, and administrative functions in order to continually improve student achievement. The plan will be consistently reviewed and updated to reflect changes as our plans grow and technology capabilities expand.

Technology Department is constantly striving to enhance the skills and abilities of the teachers in the area of technology integration. Through staff development, committee based discussions and budgetary support we attempt to improve the technology offerings available to our student body. It is our goal that every teacher will be proficient with technology made available to them and it's expected that they will integrate technology into their day-to-day instruction, utilizing technology to enhance the material they are already charged with delivering. By integrating technology into their day-to-day teaching they will lead by example, and illustrate to the students of Elmira Heights that technology is just another tool in the arsenal of equipment available to be effective in the career of their choice in the 21st century.

Goals

1: Facilitate Student Achievement through the use of Technology

All students in the EHCS D will have the opportunity to use learning technologies to access and analyze information in ways that develop higher order thinking skills, increase their ability to use technology as a tool in solving problems, support their confident use of the technology skills they will need for success in their future studies and employments.

2: Ensure Access to Technology for Effective Teaching and Learning

The EHCS D will provide access to technology resources that support all related service providers which will allow them to utilize technology as part of their respective service.

3: Provide Quality Professional Development in Technology

Every teacher and prospective teacher in the district will meet technology competency standards that ensure their ability to use learning technologies effectively in supporting student achievement of the New York State Learning Standards.

4: Facilitate Parent /Guardian Communication and Access to Student Record

The EHCS D will provide parents/guardians access to web-based information about their children's learning environment, activities and graded events to enable monitoring and reinforcement of instruction.

5: Ensure Internet Safety and Security

The EHCS D will support information literacy for all students and system-wide security from inappropriate materials and will maintain a policy of Internet safety for minors that include a protection measure for all technology with Internet access.

6: Encourage Stakeholder Participation and Input

The EHCS D will seek ongoing input from representatives of all sectors of the educational community to collaboratively implement, evaluate and revise the educational technology plan. We will continue to build educational technology capacity to ensure the most relevant and highest possible quality of support for all members of the teaching and learning community.

7: Secure and Maintain Technology Funding

The EHCS D will financially support equitable access to high-quality learning technologies to ensure that teachers, administrators, support staff, students and families have high-speed access to electronic resources, up-to-date hardware, software and intensive ongoing professional development.

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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 Elmira Heights Central School District Technology Plan is developed collaboratively by the members of the Technology Committee. The Technology Committee consists of district constituents who volunteer their time to assist in guiding the direction with which Elmira Heights CSD moves in relation to technology integration district wide. Administrators, technology staff, teachers, library media specialist and students are all represented on the Technology Committee at minimum. This committee represents the various stakeholders within the district and community and continue to include input in the development of our technology initiatives. Building and department level technology concerns can be brought to the Committee by contacting the Technology Director, Technology Committee Members or by the building level teams or building representatives, allowing all in the district to have a voice in the long-range technology plans. Individuals from all areas of the district are welcome and invited to participate on this committee. In the beginning of every school year an open invitation is sent out to encourage members of the community and district staff to participate on the committee. In having a wide base of representation, the focus and long range planning of the district technology department is being guided by the people with vested interest in the future of technology initiatives. In order to see to it that the district technology plan is implemented thoroughly and properly, the Technology Committee meets regularly throughout the school year to evaluate and make recommendations on the districts technology initiatives.

The ultimate goal of this plan supports the mission of the school district by incorporating the use of technology to improve and enhance instruction, learning, management, and administrative functions in order to continually improve student achievement.

Stakeholder Meeting Dates:

- September 15, 2016
- October 20, 2016
- November 17, 2016
- December 15, 2016
- January 19, 2017
- February 16, 2017
- March 16, 2017
- April 20, 2017
- May 18, 2017
- June 15, 2017

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

4a. Please specify if "Other" was selected in question four.

funding

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.

- Lack of ample Instructional Support Staff to provide comprehensive technology related professional development, training and technology integration.
- Lack of ample up to date classroom technology.
- Lack of ample Technology Support Staff.

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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 - < 1Gbps
- 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?

GST BOCES Regional Information Center

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 Gpbs or Mpbs
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 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

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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Instructional Technology & Infrastructure Inventory

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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 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

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	10	<input checked="" type="checkbox"/> Mbps <input type="checkbox"/> Gbps
Maximum Capacity of Switches	1	<input type="checkbox"/> Mbps <input checked="" type="checkbox"/> Gbps

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

0

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?**

100

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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	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)	294	294
Laptops/Virtual Machine (VM)	168	168
Chromebooks	0	0
Tablets less than nine (9) inches with access to an external keyboard	0	0
Tablets nine (9) inches or greater with access to an external keyboard	50	50
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	46	46
Totals:	558.00	558.00

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)?

40

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.

With additional funding our future considerations would be to provide additional assistance and resources to enhance the educational program of our students with special needs and students requiring assistive technology as a part of their educational program. Specialized professional development for staff to utilize the technology available to its fullest potential and assess what is needed for each individual student. Examples of additional resources would be; Alternative methods to scribes, text to speech software, additional licenses for voice recognition software, 1 to 1 devices for special ed staff and students, apps and other special education software to assist with meeting accommodations/adaptations and/or enhancing learning.

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

	Number of devices in use
Document Cameras	73
Flat Panel Displays	454
Interactive Projectors	2
Interactive Whiteboards	81
Multi-function Printers	11
Projectors	88
Scanners	1
Other Peripherals	2
Totals:	712.00

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

Distance Learning Units -2

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	No
Windows XP	Yes
Windows 7.0	Yes
Windows 8.0 or greater	Yes
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."**

(No Response)

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	No
Internet Explorer 9 or greater	Yes
Mozilla Firefox	Yes
Google Chrome	Yes
Safari (Apple)	Yes
Other	Yes

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

Microsoft Edge

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.**

Toolbox Pro - A locally developed LMS by GST Boces

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Software and IT Support

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

Microsoft Office 365
 Edoctrina
 ActivInspire
 Toolbox Pro
 Webbased Applications such as Brainpop, Reading A-Z, Type to Learn

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

World Book
 Britannica
 Infobase Issues and Controversies

8. Does the district have a Parent Portal?

Yes

8a. Check all that apply to the Parent Portal if the response to question eight is "Yes."

- Attendance
- Homework
- Student Schedules
- Grade Reporting
- Transcripts
- Other

8b. If 'Other' was selected in question eight (a), please specify the other feature(s).

Assessments

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

9a. Please specify if the response to question nine was "Other".

SchoolTool Mobile App

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
Technology Director	1.00
Network Technology Specialist	1.00
	2.00

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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 has an ongoing commitment to ensure all classrooms are provided with high quality learning technologies and up-to-date interactive learning displays and related technologies that support and improve teaching and learning.

The technologies planned to be purchased with Smart Schools Bond Act funding include replacing outdated Interactive Technologies purchased 2008 or prior and adding additional Interactive Technologies where there is currently none available in the classroom to help ensure equitable access for all students and faculty. By using Smart Schools monies to fund our Interactive Whiteboard Projects, we are able to achieve the goal of providing all classrooms with Interactive Technology as outlined in our Instructional Technology Plan.

Also included in the scope of capital project is the creation of a new computer lab to be shared between elementary and middle school students. The lab will be designed with flexibility of a 21st century learning environment and will support multiple curriculums. This new learning environment will be equipped with distance learning equipment, wireless student devices, interactive technologies, assistive learning devices and resources that will support and promote 21st century learning skills. Smart Schools monies will be used to outfit this new computer lab with up-to-date computers and interactive technologies helping us to achieve our district technology goals as outlined in our Instructional Technology Plan.

Smart Schools Monies will help us achieve 3 of several district technology goals as outlined in our Instructional Technology Plan:

1. Adding Additional Mobile Computer Carts
2. Outfitting our computer lab with new computers and Interactive Technologies that will be constructed during our capital project
3. Providing all classrooms with Interactive Technology

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 supports technology use for all students including students with disabilities. Through advances in the development and use of assistive technologies and resources, students with disabilities have been presented with new opportunities to participate within the general education classroom. For example, Audio/Voice Enhancement Systems have been installed in most of our classrooms. One on One devices are provided when needed making the classroom content more accessible. Assistive software programs and devices are provided as recommended by our service providers such as Dragon Naturally Speaking (speech to text software), Read Out Loud - BookShare, touch screen displays, ipads and apps such as ProLoQuo an augmentative and alternative communication solution for use with ipads. In some cases, one on one devices are provided making the classroom content more accessible. The technology purchases proposed with SSBA funds will help reduce the learning gaps for students with disabilities/ ELL and support participation within the general education classroom whenever possible.

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.

The district's technology plan includes technology use for all students including students with disabilities. Through advances in the development and use of assistive technologies and resources, students with disabilities have been presented with new opportunities to participate within the general education classroom. When recommended by the Committee on Special Education, assistive technology devices, resources and/or services are made available to students with disabilities as outlined on the students Individualized Education Program (IEP), such as Dragon Naturally Speaking (speech to text software), Read Out Loud - BookShare, touch screen displays, ipads and apps such as ProLoQuo an augmentative and alternative communication solution for use with ipads. In some cases, one on one devices are provided making the classroom content more accessible.

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

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Curriculum and Instruction

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- 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).**

The technology purchases proposed will help reduce the learning gaps for students with disabilities/ ELL and support participation within the general education classroom whenever possible. These devices will utilize various apps and programs for ELL learners, we make use of translation and vocabulary building apps, programs and websites such as; Reading A-Z with add ons for ELL, Spelling City, Essential Skills, Brainzy and Raz Kids.

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Professional Development

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F. Professional Development

- 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.**

All Teaching Staff has been trained in active engagement strategies in order to further incorporate technology in their classrooms to assist students in gaining higher achievement.

Professional development and Technology related training is available throughout the year. One on One training is always available to our entire faculty and staff by appointment with our Instructional Technology Specialist, Technology Director or Staff Development Coordinator. In-district workshops and training are offered to all teaching staff in small or large group instruction.

Our Instructional Technology Specialist offers ongoing course offerings to support technology to enhance teaching and learning.

Examples:

- Office 365 Overview
- Collaborating on documents
- Powerpoint with Office Mix
- OneNote
- Microsoft Classroom
- Sway
- Forms
- QR Codes
- Web 2.0 tools
- Kahoot
- Safeshare/ Symbaloo

Professional Development is offered through GST Boces SIP initiative and Model Schools. Staff members participate in and develop skills through these workshops and training programs to enhance teaching and learning. Model School Course Offerings are available year round with 4 types of course delivery. In Person, Online Live, Online Independent Study and Hybrid.

Course offering to support technology to enhance teaching and learning.

Examples:

- Creating Effective Instructional Videos
- IWB Screen Recorder
- Creating Classroom Audio Projects with Audacity
- Flexible Learning Opportunities Using Toolbox Pro Lessons and Activities
- Tech Talk
- Symbaloo
- Office 365 Resources
- Text-to-Speech and Speech-to-Text
- Interactive Whiteboards Basic, Intermediate, Advanced ActivInspire Skills, Flipchart Fundamentals
- Coding to develop 21st Century Skills
- Digital Citizenship Skills
- Digital Age Assessment Tools
- Creating Effective Presentations
- Infographics
- Integrating Ipads into the Classroom
- Toolbox Pro-Using the Website to Facilitate Home-School Communication

- 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.**

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Professional Development

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Title	Number of Current FTEs
Instructional Tech Spec	0.10
Staff Development Coordin	0.80
	0.90

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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	Laptops	60,000	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
2.	Desktops	70,000	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.	Interactive Displays/Projectors/Whiteboards	290,641	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.	Professional Development	10,000	Annual	<input checked="" 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
5.	Switches	96,000	One Time	<input checked="" type="checkbox"/> BOCES Co-Ser Purchase <input checked="" type="checkbox"/> District Operating Budget <input type="checkbox"/> District Public Bond <input checked="" 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
Totals:		526,641.00		

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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.**

(No Response)

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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.

Our plan is to purchase laptops for each teacher to provide mobile access in school, at home and in the community
We are bringing on more web based resources that provide access for Teachers and Students to access from any internet capable location.

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.

local businesses - approximately 8 offer free public wi-fi

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Instructional Technology Plan Implementation

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I. Instructional Technology Plan Implementation

Instructional Technology Plan - Annually - 2016

Instructional Technology Plan Implementation

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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.

The Technology Department is constantly striving to enhance the skills and abilities of the teachers in the area of technology integration. Through staff development, committee based discussions and budgetary support we attempt to improve the technology offerings available to our student body. In the long term plan, it is our goal that every teacher will be proficient with the technology made available to them and it is expected that they will integrate technology into their day to day instruction, utilizing technology to enhance the material they are already charged with delivering. By integrating technology into their day to day teaching they will lead by example, and illustrate to the students of Elmira Heights that technology is just another tool in the arsenal of equipment available to be effective in the career of their choice in the 21st century.

Technology 3-year Plan 2015-2018

Planned upgrades and future enhancements

Currently the district purchases .10 of Instructional Technology Support thru Model Schools. It is our goal to secure funding to increase this position to .20 or hire an in-house Instructional Technology Specialist to assist with integrating technology into the classroom curriculum and to offer technology related in house trainings.

TECHNOLOGY YEAR 1 – 2015 – 2016

- Upgrade Middle School Lab Computers (completed)
- Replace computers that are 5 yrs of age or older with the old Middle School Lab Computers (30 upgrades completed)
- Upgrade Elem School Netbook Cart to a Laptop/Tablet Mobile Cart (completed)
- Purchase an additional High School Laptop/Tablet Mobile Cart (completed)
- Purchase laptops for teaching staff
- Upgrade Projector and IWB classroom technologies as needed

Technology Purchase for Laptop, Desktop and other Peripheral Upgrades as needed to ensure compliancy for NY State Online Assessment Testing. (ongoing)

- Upgrade Wireless Access Points
- Purchase a Host Server (complete)

TECHNOLOGY YEAR 2 – 2016 – 2017

- Upgrade High School Lab Computers
- Replace computers that are 5 yrs of age or older with the old High School Lab Computers
- Purchase laptops for teaching staff
- Purchase an additional Middle School Mobile Laptop/Tablet Cart
- Upgrade Projector and IWB classroom technologies as needed
- Purchase core switch and 10gb port switch
- Upgrade Wireless Access Points

TECHNOLOGY YEAR 3 – 2017 – 2018

- Upgrade Elem School Lab Computers
- Replace computer that are 5 yrs of age or older with old Elem School Lab Computers
- Purchase laptops for teaching staff
- Purchase an additional Elem Laptop/Tablet Mobile Cart
- Upgrade Projector and IWB classroom technologies as needed
- Upgrade Wireless Access Points

CURRICULUM & INSTRUCTION

Target Area:21st Century Learning and Teaching				
Goal: We will create the opportunity for 100% of the teachers to use technology as an instructional tool to support teaching and learning				
Action Needed to Achieve Goal	Resource	Person Responsible	Monitoring Timeline	Indication of Success
Increase Distance Learning Opportunities for students	Distance Learning Equipment/Labs	Technology Director and A Plus Team	Survey will be implemented by the end of the 16-17	Increase of Distance Learning Opportunities in

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Instructional Technology Plan Implementation

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			school year. By 17-18 we will increase the number of activities based on the results of the survey.	the classroom.
Increase support time of Instructional Technology Specialist	Additional Funding	Tech Committee, Tech Director, A Team Plus	17-18 school year	More time spent in the district assisting with integrating technology into curriculum
Use of Office 365 as Instructional Tool	Professional Development	Tech Director, Curriculum Coordinator and Instructional Technology Specialist, A Team	16-17 school year the staff will be surveyed on needs for training and usage of Office 365 instructional tools	Observation from within will occur and successful delivery and usage of recommended instructional tools within the classroom

Target Area: Policy				
Goal: We will ensure that 100% of the Elmira Heights Students will follow the Board Policy in regards to the use of personal devices.				
Action Needed to Achieve Goal	Resource	Person Responsible	Monitoring Timeline	Indication of Success
Examine use of students bringing personal devices (BYOD)	NYSED regulations and laws. Research what other schools are doing and what works.	A Team, Tech Committee, Technology Director	June 2017 create an implementation plan	Policies and Plans will be updated to reflect BYOD as acceptable practice

Target Area: Safety				
Goal: We will ensure that 100% of the Elmira Heights Students will utilize our educational technology in a safe manner.				
Action Needed to Achieve Goal	Resource	Person Responsible	Monitoring Timeline	Indication of Success
Plan for current trends in social media and internet safety	Research material and other Technology Resources; Research local trends, advise from experts in the field. Research what other schools are doing and what works.	Tech Director, Technology Committee, A Team	June 2017	Based on research educate staff, students and community about current trends and internet safety. Summary of Events, Correspondences and End of Year Minutes.

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Monitoring and Evaluation

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J.Monitoring and Evaluation

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- 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.**

The Elmira Heights Central School District actively monitors and adjusts technology implementations as part of our ongoing evaluation plan. Annually, the Technology Committee reviews and revises the plan and activities accordingly.

A variety of pre and post surveys will be conducted for staff and students to be utilized at the building and district levels to assess the implementation of our technology plan. In hopes to identify areas that need further attention and identify the important needs and resources necessary to complete the plan. This will give us the ability to identify the current year’s objective and help us measure annual progress toward specific goals. The district will utilize feedback from professional development offerings to revise and improve these efforts for all sectors of the educational community. The district will seek ongoing input from representatives of all sectors of the educational community (teachers, administrators, support staff, parents/guardians, students and community members/business partners) to collaboratively implement, evaluate and revise the educational technology plan for the District. We will continue to build educational technology capacity to ensure the most relevant and highest possible quality of support for all members of the teaching and learning community.

Date	Activity	Responsibility	Product/Outcome	
2016	Ongoing	Integration of new technologies into instruction	A Team, Technology Director, Instructional Tech Specialist, Technology Committee	Evidence of use during observations and in lesson plans. Students will successfully meet technology benchmarks.
	Fall - September	Review Data Collection Instruments and Content	A Team, Technology Director, Technology Committee, Other District Committees	Instrument Selection to receive viable data to measure progress and impact on teaching and learning
	Fall - October	Administer Data Collection		Collect Viable Data
	Fall – November	Data Review		Update technology related goals/actions for improvement plans
2017	Ongoing	Integration of new technologies into instruction	A Team, Technology Director, Instructional Tech Specialist, Curriculum Coordinator	Evidence of use during observations and in lesson plans. Students will successfully meet technology benchmarks.
	Spring- April	Administer Data Collection	A Team, Technology Director, Technology Committee, Other District Committees	Collect Viable Data
	Spring-May	Data Review		Update technology related goals/actions for improvement plans
	Spring-June	Data Analysis and Reporting	Technology Director, Technology Committee	Professional Development Plans and other district plans will be updated and amended based on data recommendations
	Spring-June	Annual Review of	Technology Director,	Updated Technology Plan

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		Technology Plan	Technology Committee	and Instructional Technology Survey based on data
2018	Ongoing	Integration of new technologies into instruction	A Team, Technology Director, Instructional Tech Specialist, Curriculum Coordinator	Evidence of use during observations and in lesson plans. Students will successfully meet technology benchmarks.
	Fall - September	Review Data Collection Instruments and Content	A Team, Technology Director, Technology Committee, Other District Committees	Instrument Selection and Content to receive viable data to measure progress and impact on teaching and learning
	Fall-October	Administer Data Collection		Collect Viable Data
	Fall-November	Data Review		Update technology related goals/actions for improvement plans

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

	URL	Year Policy Adopted
Acceptable Use Policy -- AUP	http://www.heightsschools.com/uploadeddocs/aup.pdf	2015
Internet Safety/Cyberbullying*	http://www.heightsschools.com/uploadeddocs/policymanual.pdf	2014
Parents' Bill of Rights for Data Privacy and Security	http://www.heightsschools.com/uploadeddocs/ParentsBillofRights.pdf	2015

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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?**

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

(No Response)

5. **Other comments.**

(No Response)

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Appendices

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Appendices

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

(No Response)