

DEPOSIT CSD

Instructional Technology Plan - Annually - 2015

LEA Information

Status Date: 03/30/2015 10:28 AM

A. LEA Information

1. What is the total student enrollment based on the most recent BEDS Day submission?

515

2. What is the student enrollment by grade band based on the latest BEDS Day submission?

	Enrollment
Grades K-2	126
Grades 3-5	106
Grades 6-8	128
Grades 9-12	155

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

Denise Cook

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

Other

4a. If the response to question four was "Other", please provide the title.

Director of Instruction

B. Instructional Technology Vision and Goals

1. Please provide the district mission statement.

The goals of Deposit CSD's Instructional Technology are designed to be consistent with the District's Mission:
A community united to improve the quality of life through education.

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

Goal 1: To integrate voice, video and data networks capable of providing communications at the school, county, state, and national levels
Goal 2: To improve teacher and student access to technological resources in classrooms and other learning centers through equitable distribution of equipment, software, and technical assistance
Goal 3: To establish extensive training programs and appropriate incentives for teachers to enhance teaching and learning through the use of educational technologies
Goal 4: To provide educators and administrators with access to technologies that provide for the maintenance, reporting, and analysis of student and administrative data
Goal 5: To establish a system of ongoing evaluation for assessment of technology applications, teacher preparation, and training
Goal 6: To improve and maintain the backbone network
DCSD will be a leader in technology, applying current and emerging technologies as appropriate to enhance the teaching and learning process. DCSD will provide and support a technologically rich learning environment in which students and teachers use instructional technology as a natural component of their learning activities.
All teaching staff will be prepared to meet the National Educational Technology Standards and Performance Indicators.
All students will meet or exceed benchmarks at each ability level, graduating from the DCS district with the skills and knowledge necessary to succeed beyond K-12 education.
All students will learn to access information in all types of formats and apply it in meaningful and ethical ways. They will become fluent in the tools needed to gather it, analyze it and synthesize it.
All students will learn (and teachers will advocate for) responsible digital citizenship with the idea that what is practiced at school is carried over outside of school as well.
All students will learn how to communicate knowledge, using the appropriate technology platform, in creative and effective ways. Teachers will find ways for students to have an authentic audience for their creations.
All of these statements of vision require continuous training for both teachers and students, so that all available technology is used in the most efficient and enlightened way.

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.

Each member of the Technology Committee serves on a volunteer basis as a liaison with various groups within the school district community and the larger community in which we reside. Members include teachers, administrators, technology staff, office staff, media specialists, and community members. The committee meets on a monthly basis to develop and assess technology plans and goals.

Committee Goals and Responsibilities:

- Continually monitor new technology trends
- Review statistical data from staff/student surveys to provide feedback/direction for:
- Additional Staff Development needs
- Technology implementations that are improving education
- Ineffective Technology implementations that are not working towards improving education
- Furthering the needs of staff/students/administration
- Provide recommendations to the Board of Education in regards to new technology or changes in the existing needs
- Review software/hardware purchasing guidelines to ensure the efficient use of funds
- Ensure internet safety for students via learning opportunities as well as infrastructure safeguards
- Maintain a feasible operational budget
- Review and update the Instructional Technology Plan as required

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

Professional Development (Checked)

Staffing (Checked)

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

(No Response)

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

Time/Money/Location

As a small district, we are not able to support the hiring of a full time instructional technology leader. This creates a problem not only for the district-wide evaluation of appropriate instructional technology, but also the implementation. As a result, our district relies heavily on the professional development support of our regional BOCES. Additionally, teacher leaders will be identified to assist colleagues with the effective implementation of technology. Because of our rural geographic location and the low socioeconomic status of our families, we recognize that many of our students do not have access to the internet at home.

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Instructional Technology & Infrastructure Inventory

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C. Technology and Infrastructure Inventory

1. What is the available network broadband bandwidth? Please express speed in Mb (Megabits) or Gb (Gigabits). *

	Minimum Capacity (Expressed in Mb or Gb)	Maximum Capacity (Expressed in Mb or Gb)
Network Bandwidth: Incoming connection TO district schools (WAN)	1 Gb	1 Gb
Internal Network Bandwidth: Connections BETWEEN school buildings (LAN)	1 Gb	1 Gb
Bandwidth: Connections WITHIN school buildings (LAN)	1 Gb	1 Gb

2. What is the total contracted Internet access bandwidth for your district? Please express speed in Mb (Megabits) or Gb (Gigabits).

1 Gb

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

Level 3 via SCRIC

4. Which wireless protocols are available in the district? Of these, which are currently in use? Check all that apply.

	Available/In Use
802.11a	Available (Checked) In Use (Checked)
802.11b	Available (Checked) In Use (Checked)
802.11g	Available (Checked) In Use (Checked)
802.11n	Available (Checked) In Use (Checked)
802.11ac	Available (Checked) In Use (Checked)
802.11ad	(No Response)
802.11af	(No Response)

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

Yes

5a. What percentage of your district's instructional space has wireless coverage?

95

6. Does the district use a wireless controller?

Yes

7. What is the port speed of the switches that are less than five years old in use in the district?

GB 1

8. 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)	294	294
Laptops/Virtual Machine (VM)	116	116
Chromebooks	10	10
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	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	124	124
Totals:	544.00	544.00

9. **Of the total number of students with disabilities in your district, what percentage of these students are provided with assistive technology as documented on their Individualized Education Programs (IEPs)?**

2

10. **From your technology needs assessment, please describe any additional assistance or resources that, if provided, would enhance the district's ability to provide improved access to technologies, including assistive technologies, for students with disabilities.**

Additional financial resources would enhance the district's ability to provide additional technologies, as well as provide staff support and professional development in order to implement the technology.

11. **How many peripheral devices less than five years old are in use in the district?**

	Number of devices in use that are less than five years old
Document Cameras	18
Flat Panel Displays	4
Interactive Projectors	0
Interactive Whiteboards	46
Multi-function Printers	15
Projectors	58
Scanners	2
Other Peripherals	6
Totals:	149.00

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

DELL 2330DN - 2; DELL D5460DN - 2; Fargo DTC4500e (Badge Printer) - 1; Hitachi MS-1WL (Wireless Switch in ES Lib) - 1

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

Yes

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

No

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Instructional Technology & Infrastructure Inventory

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14a. On an average school day, approximately how many student devices access the district's network?

(No Response)

15. 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

D. Software and IT Support

1. What are the operating systems 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	No
Windows 7.0	Yes
Windows 8.0 or greater	No
Apple iOS 7 or greater	Yes
Chrome OS	Yes
Android	Yes
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	No
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.

Schoology

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

eDoctrina; Reading A-Z; Castle Learning; Accelerated Reader, Problem Attic

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

Gale Opposing Viewpoints number 1
 ABC CLIO number 2
 Gale Cengage
 Pebble Go k-2
 Kids InfoBits

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Software and IT Support

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8. Does the district have a Parent Portal?

Yes

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

Attendance (Checked)
Homework (Checked)
Student Schedules (Checked)
Grade Reporting (Checked)

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

N/A

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

Emergency Broadcast System (Checked)
Website (Checked)
Facebook (Checked)

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

(No Response)

10. Please list title and FTE count (as of survey submission date) of all staff whose primary responsibility is technical support.

Title	Number of Current FTEs
Director of Technology	0.00

E. Curriculum and Instruction

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

The District plans to use technology and digital connectivity to enhance the rigorous curriculum expectations set forth by New York State. The District believes that technology integration in the classroom must be purposeful and should supplement ongoing effective instructional techniques. Through the use of digital data collection, teachers can regularly analyze the needs of their students to inform instruction. Additionally, the use of the technology in the classroom should serve to heighten student engagement and ownership of learning. Teachers are required to work in teams to establish implementation plans for the use of technology. The plans must reflect an authentic use of technology that is accessed by all students for the improvement of learning outcomes.

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 specify.

Both special education and general education students will have equal access to technology resources. Likewise, both special education and regular education teachers will have access to the same training to implement the technology. If a special education student is identified as needing additional assistive technology by the Committee on Special Education, those recommendations will be followed according to the law. Special education teachers will be afforded the opportunity to explore programs, applications and other technological resources that supports the individualized needs of their students.

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 technology plan includes the assessment of student needs via data banks such as Cleartrack, eSchool, and iData. This information, combined with the District's commitment to the evaluation of meaningful technology for each student, will allow each teacher and/or team of teachers to provide input to District administration regarding the needs of technology for individual students. As stated previously, assistive technology needs as requested by the Committee on Special Education, will be purchased and implemented as required by law. The District believes that the implementation of technology can only make access to the regular education curriculum easier for both students and teachers.

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.**

Deposit Central School District Technology Implementation Training Calendar			
Date	Topic	Trainer	Target Audience
September 2014	eDoctrina	4th Grade Teacher	Grades 3-6 Teachers
March 2015	NYSCATE Conference	Various	Technology Committee
June 2015	Google Apps for Teachers	BOCES IT Specialist	All Teachers/Admin.
August 10 & 17/2015	Google/Schoology	BOCES IT Specialist	Teachers 3-12
August 20, 2015	Google/Schoology	BOCES IT Specialist	Administration
September 1, 2015	Google Apps	BOCES IT Specialist	Administration
October 9, 2015	Schoology Follow Up	BOCES IT Specialist	All Staff
	iPad Training		
	eDoctrina Training	Selected Teacher	
March 2016	Technology Showcase	Selected Teachers	All Teachers
On-Going	Apps/Programs	Selected Teachers	All Teachers

2. **Please list title and FTE count (as of survey submission date) of all staff whose primary responsibility is technology integration training and support for teachers.**

Title	Number of Current FTEs
Director of Technology	0.00

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Technology Investment Plan

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G. Technology Investment Plan

1. Please list the top five planned technology investments in priority order over the next three years.

	Anticipated Item or Service	Estimated Cost	Is Cost One-time or Annual	Potential Funding Source (May list more than one source per item.)
1	Tablets	153,000	One Time	Instructional Tech Budget
2	Professional Development	25,000	Annual	General Fund
3	Other	250,000	One Time	Smart Schools Bond Act
4	Desktops	185,000	One Time	Instructional Tech Budget
5	Network Cabling	58,500	One Time	Instructional Tech Budget
Totals:		671,500.00		

2. If "Other" was selected in question one, please specify.

The District expects to install Voice-Over-IP in the fall of 2016 or 2017.

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 Funding (Checked)
Technology Plan Implementation (Checked)
Computer-based Testing (Checked)
Developments in Technology (Checked)

1a. Please specify if response to question one was other.

(No Response)

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

For the 2015-2016 school year, the District will be implementing a 1:1 mobile device plan for all students in grades 3-12. Students in grades 7-12 will be allowed to transport their device from school to home. Because our students' access to wireless connectivity at home is limited, the school will provide additional time after school for students to stay, complete their assignments, and access web-based programs. In addition, we are investigating and piloting the use of wireless connectivity on our school buses.

3. Please check all locations where Wi-Fi service is available to students within the school district geographical boundaries.

School (Checked)
Home (Checked)
Community (Checked)

3a. Please identify categories of available Wi-Fi locations within the community.

Deposit Free Library

I. Instructional Technology Plan Implementation

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

Deposit Central School District

Technology Implementation Schedule

Date	Action Item	Target Audience
2013-2014	iPad implementation in classrooms	Grades k-2 & MS/HS
2014-2015	Flipped Classroom Training and Implementation	High School
June & August 2015	Google/Schoology Training	All Teachers/Admin.
August 2015	Teachers receive Chromebooks	Teachers 3-12
September 2015	Chromebooks Implemented in Classrooms (Schoology)	Teachers/Students 3-12
September 2015	Final Round of iPad implementation.	Grades 3-6 Grade 1; 1:1 Pilot
October 9, 2015	Schoology Follow Up iPad Training eDoctrina Training	All Staff
March 2016	Technology Showcase	All Teachers
On-Going	Apps/Programs	All Teachers

J. Monitoring and Evaluation

1. **Please describe the proposed strategies that the district will use to evaluate, at least twice a year, the effectiveness of the implementation of the district's instructional technology plan to improve teaching and learning.**

The role of assessment in Deposit CSD's Instructional Technology Plan is to monitor our progress in the use of technology. We use a variety of approaches for this assessment including: pilot studies, surveys, skills inventories, data from instructional management software, benchmarking, mark reporting data, building level committees (and ad hoc focus groups), and external reviews. The following is a sampling of recent assessment strategies.

- **Data Analysis:** The district uses a wide variety of data to monitor student achievement and the corresponding impact of instructional technology. The district regularly provides courses/study groups in the use of technology to monitor student achievement. **Pilot Studies:** The district uses pilot studies to examine possible uses of instructional technology. Some recent pilot programs include: iPads in the Classroom, Google Tools, and Formative Data collection (RTI).
- **Surveys and Inventories:** The district often uses surveys to examine particular issues related to instructional technology, to monitor progress and to provide planning feedback.
- **Benchmarking and Best Practices:** The district will on occasion benchmark other school districts with model programs. This benchmarking may be conducted using visitations, interviews, and surveys.
- **Building Level Technology Coaches and Committees:** Each building's Technology Coach serves as an important link between the classroom and the IT Department. Coaches are regularly asked to conduct needs assessments and evaluations to provide data for planning. In recent years, building committees have successfully focused on classroom design, the use of iOS devices, software/hardware selection, classroom configurations, etc.

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

	Date of Public Forum (If applicable)	URL	Year Policy Adopted
Acceptable Use Policy -- AUP	04/13/2009	http://www.depositcsd.org/parents.cfm?sbpage=734789	2009
Internet Safety/Cyberbullying	05/08/2006	http://www.depositcsd.org/parents.cfm?sbpage=734789	2006
Parents' Bill of Rights for Data Privacy and Security	(No Response)	http://www.depositcsd.org/parents.cfm?sbpage=734789	2014

3. **Does the district have written procedures in place regarding cybersecurity?**

No

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

1a. If response was "No", please explain.

(No Response)

2. Was the guidance document helpful?

Yes

2a. If "No", please explain.

(No Response)

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

(No Response)

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)