

A. LEA Information

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

1,168

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

	Enrollment
Grades K-2	239
Grades 3-5	255
Grades 6-8	272
Grades 9-12	402

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

Robert Carte

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

Director of Technology

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

(No Response)

B. Instructional Technology Vision and Goals

1. Please provide the district mission statement.

We believe that all children can learn, and that the education of each child is everyone's responsibility. The educational success of each student depends upon a commitment to excellence on the part of teachers, administrators, support staff, parents, community members, the Board of Education, and the students themselves. The goal of the District is to provide each student with a strong foundation of knowledge and experiences to prepare him/her to be a productive citizen and to value life-long learning.

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

This document is a comprehensive technology plan for the Voorheesville Central School District for July 2015 to June 2018. It includes goals and strategies for using telecommunications and information technology; educational technology goals; business technology goals; technology professional development strategies; an assessment of telecommunications services, hardware, software and other services needed as well as a plan for the future; a listing of budget resources and an ongoing evaluation process. This document is the result of many hours of discussion, learning and collaboration among a diverse representation of administrators, teachers, and classified staff. The development of a strategic planning document for technology is challenging work. It requires commitment to a well-crafted planning process that will dramatically impact effective implementation. The Voorheesville Central School District has actively engaged in this process, which is built on the following principles:

- Technology planning is an on-going process, not an event.
- Broad-based involvement and support are essential for the plan's success.
- The technology plan is needs driven, and based upon strong assessment criteria.
- The design of the planning process provides leadership, direction, defines common values and priorities, and builds capacity in planning teams.
- An on-going assessment process is built-in.

Voorheesville District Technology Goal #1:

Reinforce K-12 curriculum by integrating National Educational Technology Standards (NETS) into the curriculum.

Voorheesville District Technology Goal #2:

To continually provide teachers, administrators, support staff, and other members of the community with relevant technology-related professional development with a focus toward improving student achievement.

Voorheesville District Technology Goal #3:

Expand the Student Information System and expand Data Warehousing to provide appropriate data and information to district staff and the community.

Voorheesville District Technology Goal #4:

Enhance communications with Parents and the School community through the use of technology.

Voorheesville District Technology Goal #5:

Extend coordination and leadership for integrating technology at the district and local school levels.

Voorheesville District Technology Goal # 6:

Maintain the infrastructure and equipment necessary to provide technology integration and service throughout the district.

Voorheesville District Technology Goal #7:

Continue financial support for the technology programs through various sources, including grants, gifts, donations, and local funds.

Voorheesville District Technology Goal #8:

Implement a computer usage plan that replaces machines every five years.

Voorheesville District Technology Goal #9:

To explore and embrace Web 2.0 technologies.

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.

Date of Meeting	Attendees	Objectives	Outcomes
October 7, 2014	Technology Committee	Plan for network refresh in December. Look at wiring alternatives in the elementary school building project.	Decision was made to do entire network switch project during the winter break. At the elementary school we will be wiring two drops per classroom, including one in each ceiling for an access point.
October 24th, 2014	Technology Committee	Focus of meeting was spent on the pro and cons of a one to one initiative. We also discussed what type of device should be used.	Further discussion needed on the one to one initiative. Decided to focus on iPads K-3 and Chromebooks 4-12.
November 20th, 2014	Technology Committee , Special Ed Director	Initial planning session for the Smart School Bond Act. We also looked at the current state of our assistive technology program.	Decision will be made at spring meeting regarding a one to one initiative. We will be moving many of our current special education programs to web based solutions so students have access at home.
May 20th, 2015	Technology Committee	Lengthy discussion on district technology needs.	Decision was made to recommend to the Board of Education not to go with a one to one initiative. Major factors included a need for a refresh in all instructional labs and teacher workstations. The average age of the computers in these areas is 6 years old. We also wanted to make sure that we could sustain the program after the Smart Schools Bond was finished.

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

Device Gap (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.

- Budget cuts in recent years have caused us to slow down new technology rollouts and has stalled our replacement cycle.
- Currently testing Tablets vs Chromebooks, did not want to push for budget increases until all the data is in.
- Difficulty in being eligible for grants due to the fact that we are a high wealth school district.

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)	100Mb	100Mb
Internal Network Bandwidth: Connections BETWEEN school buildings (LAN)	1Gb	1Gb
Bandwidth: Connections WITHIN school buildings (LAN)	100Mb	1Gb

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

100Mb

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

NERIC

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	(No Response)
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?**

70

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?**

1Gb

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

	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)	117	117
Laptops/Virtual Machine (VM)	61	61
Chromebooks	168	168
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	2	2
Tablets nine (9) inches or greater without access to an external keyboard	60	60
Totals:	408.00	408.00

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)?

5

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.

Educational technology has been shown to help special needs student populations in many ways. By integrating technology into teachers' instructional strategies, special needs students are likely to become more self-motivated in their learning, exhibit more responsible and mature behavior, and continue their educational careers. We would like to expand the use of a personal devices to all of our special education students. Each child should be assessed to determine what type of device would be appropriate. A needs assessment should include consideration of motor skills, visual/perceptual skills, cognitive/language skills, and social/emotional skills.

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	15
Flat Panel Displays	8
Interactive Projectors	0
Interactive Whiteboards	44
Multi-function Printers	26
Projectors	67
Scanners	26
Other Peripherals	8
Totals:	194.00

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

We have 8 sets of classroom clickers for use at the middle school.

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

Yes

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Instructional Technology & Infrastructure Inventory

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

Yes

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

325

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	Yes
Windows XP	No
Windows 7.0	Yes
Windows 8.0 or greater	Yes
Apple iOS 7 or greater	Yes
Chrome OS	Yes
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	No
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."

(No Response)

5. Please provide the name of the learning management system (LMS) most commonly used in the district.

Coursesites

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

Google Docs
 Google Slides
 Microsoft Powerpoint
 IXL
 Turnitin

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

Scholastic GO
 Student Resources in Context
 Gale Virtual Reference Library
 Opposing Viewpoints in Context
 Rosen eBooks

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).

NA

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

Learning Management System (Checked)
 Emergency Broadcast System (Checked)
 Website (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
Network Administrator	1.00
Director of Technology	1.00
Technology Support Spec.	1.00
	3.00

E. Curriculum and Instruction

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

The Voorheesville Central School District will continue expose various technology applications at appropriate developmental levels. The Elementary and Middle Schools updated their technology skills guidelines during the 2014-15 school year, these guidelines will remain a big part of future curriculum planning.

Voorheesville CSD became a Google Apps district in 2012 and has since expanded use to all students in grades 4-12. We are currently piloting the use of Google Classroom throughout the district. Google Classroom has a great deal of potential to improve communication among teachers and students. With the help of the Smart School Bond Act the district plans many technology improvements; including replacement of all instructional computer labs, wireless coverage, addition of Chromebook and iPad carts and the replacement all of all teacher workstations.

Future Instructional Technology Plans

- Piloting / implement a blended learning approach to instruction.
- Explore the addition of online college courses to supplement our university in the classroom program.
- Designing a classroom of the future that will use collaboration and communication as the keys to classroom design.
- Continue to explore the use of flipped classrooms.
- Explore with teachers the potential of digital tools to help teachers personalize learning for each student.

Over the next three years, the district will continue to implement Common Core standards by using various forms of technology at each grade level. Our goal is not only for our students to be career and college ready, but to also discover the joy of learning and discovery.

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.

Assistive technology exists in many forms. For students with learning disabilities, technology exists to help with deficits in listening, math, memory and organization, reading and writing. This technology includes hardware and computer software, as well as other electronic and non-electronic devices. For students with more severe disabilities, other technologies exist to allow them to access their environment.

Before a student receives assistive technology, a needs assessment is performed. Each child should be assessed to determine the benefits of technology. A needs assessment should include consideration of motor skills, visual/perceptual skills, cognitive/language skills, and social/emotional skills.

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.

Educational technology has been shown to help special needs student populations in many ways. By integrating technology into teachers' instructional strategies, special needs students are likely to become more self- motivated in their learning, exhibit more responsible and mature behavior, and continue their educational careers.

We currently supply laptops to many special education students to allow them access to programs such as Kurzweil 3000, Bookshare and Learning Ally. All three of these programs allow our special needs students to operate in a general education classroom by modifying material presented by the classroom teacher.

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.**

Basic Skills Training

The current teacher population needs additional training on Microsoft Office Products, Google Apps and how to leverage basic online resources. Much of this work is done with the web based Atomic Learning website.

Administrative Training

Continued training on the electronic gradebook in Eschool Data would significantly reduce the amount of time spent on administrative tasks.

Internet / Network Resources

The Internet can be a resource for training educators, finding current information to use with students and as a tool for class projects. Varied training needs to happen with individual teachers based on need and use. Online courses can meet this need.

Project Based Curriculum Training

Examples of this type of training would be “Creating an Historical Newsletter” using an interdisciplinary approach with English and Social Studies or “Creating Internet Resource Sites”

Training by Grade Level or Subject

For example, all Social Studies teachers or all Special Education could gather for specific curriculum training. This type of situation would encourage the sharing of knowledge and train less computer savvy members of staff in an informal setting and encourage an environment of constant learning.

District Staff Training Days

In addition to the above resources, the district should have one Superintendent’s Conference day annually devoted to provide staff with technology learning opportunities.

Technology Mentor Program

The Technology Mentor program should be developed to identify teachers with advanced technology integration skills and pair them up with other teachers to help show these teachers ways that technology can be successfully integrated into the curriculum. Teachers who would be good models should be provided with the necessary time, support, and equipment to properly mentor their assigned colleagues.

- 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	0.50
Elem Computer Teacher	0.30
Tech Support Specialist	0.30
	1.10

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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	Wi-Fi	12,000	One Time	Smart School Bond
2	Broadband	9,000	Annual	District
3	Laptops	103,000	One Time	Smart School Bond, District
4	Tablets	89,000	One Time	Smart School Bond, District
5	Desktops	210,000	One Time	Smart School Bond, District
Totals:		423,000.00		

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

(No Response)

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)
Computer-based Testing (Checked)
Developments in Technology (Checked)
Changes in Legislation (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.**

More desktops, chromebooks, and iPads will be purchased through the Smart Schools Bond Act. Most of these will be on rolling carts to provide access to as many classrooms as possible throughout the year.

Mobile devices are available for teachers and students to sign out for use at home. Additional wireless access points will be installed to make sure the increased number of devices are able to access the Internet throughout the day.

Many of our students already have broadband access at home. For those who do not have broadband access, the district will purchase chromebooks with 4G wireless for sign out to students.

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.**

Local business establishments and the Voorheesville Public Library.

I. Instructional Technology Plan Implementation

- 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.**

Dates	Actions	Outcomes
Fall 2015	Purchased 90 Chromebooks to be used in three rolling cars	Chromebook purchase was made to improve technology access for our students K-12.
	Purchased 18 Brother MFP printers.	Brother MFP printers will give access to high quality scanners for both teachers and students.
	Purchase new computers for all district instructional labs, a total of 180.	This will help us with our district goal to reduce paper consumption.
	Install 45 wireless access points.	New instructional lab computers will replace computers that are on average 6 years old.
Fall 2016	Purchase 180 Chromebooks and 90 iPads.	To give full wireless coverage in every instructional space at Voorheesville Elementary.
	Replace all 111 teacher workstations district wide	Chromebook and iPad purchases will improve technology access for our students K-12. The replacement will allow for software and visual upgrades that could not be accomplished with the older computers.
Fall 2017	Purchase 3D printers for STEM lab.	3D printers will allow us to instruct our students on the design and manufacturing process.
	Replace 90 Chromebooks from 2012-13 purchases.	Allow for faster more reliable computers.

J. Monitoring and Evaluation

- 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.**

A plan such as this one, which asks for a significant commitment of the District's resources, should consider ways to measure outcomes. The district technology committee will meet four times yearly to not only plan, but evaluate, the district use of technology.

Dates	Actions	Outcomes
October Technology Committee Meeting	Evaluate summer curriculum and technology projects. Plan for professional development opportunities.	Evaluation is critical, look at final costs and what these projects delivered. Professional development activities must change to reflect district instructional goals.
January Technology Committee Meeting	Look at current and future technology planning and decide if mid-course corrections should be made.	Important to keep an open mind and not push through initiatives that are not working, or need adjustments.
April Technology Committee Meeting	Develop staff and student technology survey.	By including students in the survey we get a snapshot of their use of technology at school and home.
June Technology Committee Meeting	Evaluate survey results, modify technology plan as needed. Look at summer curriculum requests that involve instructional technology.	End of year evaluations allow us to make better decisions going forward. The survey results provide critical feedback.

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

	Date of Public Forum (If applicable)	URL	Year Policy Adopted
Acceptable Use Policy -- AUP	(No Response)	http://policy.microscribepub.com/cgi-bin/om_isapi.dll?clientID=819991578&depth=2&infobase=voorheesville.nfo&softpage=PL_frame	2006
Internet Safety/Cyberbullying	05/08/2015	http://policy.microscribepub.com/cgi-bin/om_isapi.dll?clientID=819991578&depth=2&infobase=voorheesville.nfo&softpage=PL_frame	2014
Parents' Bill of Rights for Data Privacy and Security	(No Response)	http://policy.microscribepub.com/cgi-bin/om_isapi.dll?clientID=819991578&depth=2&infobase=voorheesville.nfo&softpage=PL_frame	2003

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

Yes

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)

Appendices

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

(No Response)