

GEORGETOWN-SOUTH OTSELIC CSD

Instructional Technology Plan - Annually - 2015

LEA Information

Status Date: 09/30/2015 09:30 AM

A. LEA Information

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

327

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

	Enrollment
Grades K-2	79
Grades 3-5	71
Grades 6-8	80
Grades 9-12	97

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

Daniel Henner

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

Superintendent

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

(No Response)

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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 Otselic Valley Central School community will encourage decisions that give all students the opportunity to achieve their highest level of learning in preparation for a challenging tomorrow.

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

The purpose of the Instructional Technology Plan is to provide continued direction for the integration of technology into curriculum and instruction in the Otsellic Valley Central School District. This plan will identify the instructional technology goals that Otsellic Valley has for the future. Deciding on how devices, communications, and other forms of technology should be integrated into the educational landscape of the District must be an on-going process. Each year the plan must be reviewed in the context of emerging technologies and developing educational goals. Our major priorities have been facilitating the use of instructional technology with a focus on the support of curriculum and instruction, and the training of our staff in the effective use of instructional applications, online services and devices. We as educators must equip ourselves with the tools and knowledge, in order to help our students become tomorrow's leaders in the 21st century.

Technology Vision

The Otsellic Valley Central School District is committed to preparing our students to lead and innovate in a 21st century global society. Our vision is to plant seeds of greatness. Through empowerment, encouragement and high expectations, students will be challenged to utilize various aspects of educational technology in order to develop critical thinking, problem solving, and ethical awareness necessary to be a leader, and innovator in a 21st century global society.

Instructional Goals

Provide curriculum, intervention, support and enhancement programs and services that increases student achievement

1. Enhance student performance

- Differentiated Learning Strategies and Styles
- Curriculum Intervention Program and Services
- Curriculum Support Program and Services
- Special Projects and Enrichment Programs
- Utilization of hardware, software, and subscription programs
- Offer college level courses and other course not offered at Otsellic Valley via distance learning

1. Technological Professional development

Develop all staff members to efficiently and effectively utilize instructional technology

- Small group professional development
- Curriculum integration workshop
- Specific PD programs arranged
- Virtual PD-webinars, Google Hangout, online Camps
- DCMO BOCES

1. Advance communication

Employ and maintain a system so all staff, students, community members and officials can communicate efficiently.

- District website
- Social media-Twitter and Facebook
- School/Teacher Websites
- Web-Based Student Information System-School Tool
- Automatic phone/text system
- Video conferencing and chat

4. Student data to elevate instruction

Utilize current technology to collect and maintain all student information on an accessible web based database system

- Utilize current technology to collect and maintain all student information on an accessible web based database system.
- Scientific research based data driven instruction
- Use of student information system (School Tool) to disaggregate data for informed decision-making.
- Data analysis
- Use of technology to assess and track student through their K-12 education (iData)
- Increase use of on-line assessment tools for students (Scholastic)
- Maintain all personal, emergency contact, attendance, discipline, history IEPs, and other information to drive instruction (School Tool)
- Match student progress to help differentiated instruction based on the data
- Share information among different electronic systems

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Instructional Technology Vision and Goals

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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.**

Monthly technology committees took place where classroom teachers, administrators, library media specialists, learning technology coordinator and IT technology coordinator created our vision, goals, timeline, reflection and solutions taking into account surveys from all stakeholders.

In addition, the learning technology coordinator met frequently with other classroom teachers and the curriculum and special education director to create solutions for learning needs.

The district wide strategic planning committee also collaborated on the vision, goals, solutions and timeline.

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)

Other (Checked)

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

Technology equipment and professional development is needed for instructional learning.

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.**

Our top three challenges causing the gap are the need to provide high quality professional development technology training, resources to purchase devices and the need to provide updated technology as devices age.

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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	10 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 Through 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?

1 GB

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)	0	0
Laptops/Virtual Machine (VM)	226	226
Chromebooks	34	34
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	400	400
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	0	0
Totals:	660.00	660.00

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)?**

100

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.**

Assistive technologies allow our district to enhance student performance by providing students with personalized learning opportunities that can only be achieved with technologies. Enhanced devices allow all students to learn at their own pace, receive timely feedback, and receive support. For example, in a blended learning classroom a student can access the content and practice the skill by watching a video and reading material digitally and completely a digital formative assessment to enhance their performance. In addition, all students will have access to digitally communicate with their teaching staff as they are learning from home, study hall, or lunchtime.

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	24
Flat Panel Displays	2
Interactive Projectors	0
Interactive Whiteboards	34
Multi-function Printers	5
Projectors	34
Scanners	2
Other Peripherals	0
Totals:	101.00

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

(No Response)

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)?**

No

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?**

No

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Software and IT Support

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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	Yes
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	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	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.**

Schoology and Brainhoney

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

Microsoft Office
 SMART Notebook
 Scholastic: SMI
 Scholastic: SRI
 Imagine Learning

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

World Book Online " Britannica School Edition " ProQuest Culturegrams " Cengage Student Resources in Context " Britannica Image Quest

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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)
- Transcripts (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?

- Learning Management System (Checked)
- Emergency Broadcast System (Checked)
- Website (Checked)
- Facebook (Checked)
- Twitter (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
IT Support- PC/LAN	0.00

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Instructional Technology Plan - Annually - 2015

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?

Otsellic Valley Central School District will promote technology to foster 21st century skills. Technology will be incorporated across the curriculum to support and enhance learning. Students will learn to effectively use technology as a tool for problem solving, creativity, communication and productivity in order to become successful contributing members of society who are able to meet the changing demands of life and the workplace. Teachers will use technology to foster a global awareness and to model technological capabilities with the goal of preparing students to become responsible digital citizens.

Technology is a critical tool for making our students college and career ready. According to the Common Core Learning Standards, students who are college and career ready "use technology and digital media strategically and capably." This includes the strategic use of online searches and problem-solving tools, using technology to enhance communication and problem-solving abilities, integrating what students learn both online and offline, understanding the strengths and limitations of various technological tools, and selecting the tools best suited to students' learning goals.

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.

Our district instructional technology plan addresses the needs of students with disabilities to ensure equal access to instruction, materials, and assessments by providing all students access to an appropriate device. All students in pre-kindergarten to second grade will have twenty iPads in their classrooms. Grades three to eight will provide an iPad for each student and grades nine to twelve will have a their own Chromebook. In addition, laptop carts will be available for all grade levels for students to check-out.

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.

Our district instructional technology plan addresses the needs of students with disabilities to ensure equal access to instruction, materials, and assessments by providing students with personalized learning opportunities that can only be achieved with technologies. Enhanced devices allow all students to learn at their own pace, receive timely feedback, and receive support. For example, our technology plan allows for all students to access the content and practice the skill by watching a video and reading material digitally and then completely a digital formative assessment to enhance their performance. In addition, all students will have access to digitally communicate with their teaching staff as they are learning from home, study hall, or lunchtime.

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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 goal of all professional development is to develop all staff members to efficiently and effectively utilize instructional technology. To accomplish this goal professional development is offered ongoing in a variety of formats to all staff. Training is offered in the following formats but not limited to: webinars, small groups, large groups, virtually via teleconferencing, Twitter, Voxer, peer coaching, peer demonstrations, one-on-one consulting. They key driver and organizer is the Learning Technology Coordinator who demonstrates, facilities, and monitors professional development needs and resources.

Topic	Audience	Method of Delivery
Instruction/PD: Flex Courses (Blended Learning Tools	Teachers, Aides, Administrators	<ul style="list-style-type: none"> Based on staff experience, preference, and needs
Instruction/PD: Cloud Tools for storing, sharing and collaboration using Google Apps	Teachers, Aides, Administrators, students	<ul style="list-style-type: none"> Based on staff experience, preference, and needs
Instruction/PD: Interactive Online Sources	Teachers, Aides, Administrators, students	<ul style="list-style-type: none"> Based on staff experience, preference, and needs
Instruction/PD: iPads in the Primary Classrooms	Teachers, Aides, Administrators, students	<ul style="list-style-type: none"> Based on staff experience, preference, and needs
Instruction/PD: Learning Management Systems	Teachers, Aides, Administrators, students	<ul style="list-style-type: none"> Based on staff experience, preference, and needs
Instruction/PD: Tech Tools To Support Differentiated Instructions	Teachers, Aides, Administrators, students	<ul style="list-style-type: none"> Based on staff experience, preference, and needs
Advance Communications: Social Media Tools	Teachers, Aides, Administrators, students	<ul style="list-style-type: none"> Based on staff experience, preference, and needs
Advance Communications: Updating Classroom Pages	Teachers, Aides, Administrators, students	<ul style="list-style-type: none"> Based on staff experience, preference, and needs
Advance Communications: Tools to Communicate Connect Community and Classroom-(Screencasting & video conferencing)	Teachers, Aides, Administrators, students	<ul style="list-style-type: none"> Based on staff experience, preference, and needs
Data: Online tools to create and collect data to drive instruction	Teachers, Aides, Administrators, students	<ul style="list-style-type: none"> Based on staff experience, preference, and needs

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
Tech Coord	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	40,000	One Time	IPA
2	Laptops	50,000	One Time	IPA
3	Instructional Software	40,000	Annual	Software Monies
4	Tablets	40,000	One Time	IPA
5	Professional Development	10,000	Annual	District Funds
Totals:		180,000.00		

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

n/a

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Status of Technology Initiatives and Community

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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.**

Technology Plan Implementation (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.**

Otselic Valley is committed to supporting student learning 24/7. Therefore, students have access to curriculum content 24/7 via their mobile devices. With the aid of Student Learning Systems and cloud tools teachers and staff access to content, blogs, discussions at any moment. Otselic Valley Central District will employ and maintain a system so all staff, students, community members and officials can communicate efficiently in a variety of formats. Our District Communication Representative will efficiently post district updates on events and upcoming events while monitoring the district's Facebook and Twitter accounts. In addition, teachers will continue to post academic resources, classroom events and highlights on their district classroom webpages. The district's webpage will serve as a main source of relevant resources.

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.**

District/Public Library and local cafe

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.

Goal	Action Plan	Expectation in 2015-16	Expectation in 2016-17	Expectation in 2017-18
Educational	Continue to replace outdated equipment	Continuous Devices that will meet student/staff learning needs	Continuous Devices that will meet student/staff learning needs	Continuous Devices that will meet student/staff learning needs
Educational	Continue to evaluate and expand software-online solutions	Continuous Software/online solutions that will meet student/staff learning needs	Continuous Software/online solutions that will meet student/staff learning needs	Continuous Software/online solutions that will meet student/staff learning needs
Educational	Evaluate, revise, and extend district plan	Continuous Make sure learning gaps are paired with solutions	Continuous Make sure learning gaps are paired with solutions	Continuous Make sure learning gaps are paired with solutions
Educational	iPad test program	Continuous Determine if iPads are efficient and effective devices for learning	Continuous Evaluation other tablets for efficiency and effectiveness for learning	Continuous Evaluation other tablets for efficiency and effectiveness for learning
Educational	Chromebook test program	Continuous Determine if Chromebooks are efficient and effective devices for learning	Continuous Determine if other devices are more efficient and effective devices for learning	Continuous Determine if other devices are more efficient and effective devices for learning
Educational	Distant Learning courses- College and science courses	Continuous Create and maintain more learning opportunities for students	Continuous Create and maintain more learning opportunities for students	Continuous Create and maintain more learning opportunities for students
Professional	Evaluate and revise professional development trainings	Continuous Offer efficient and effective ongoing training for all staff and students	Continuous Offer efficient and effective ongoing training for all staff and students	Continuous Offer efficient and effective ongoing training for all staff and students
Community	Begin Communication Services	Continues Increase home school connections with community	Continues Increase home school connections with community	Continuous Increase home school connections with community
Community	Expand school and classroom websites	Continuous Increase home school connections with community	Continuous Increase home school connections with community	Continuous Increase home school connections with community
Community	Expand Student Information System	Continuous Transition to School to take advantage of data reports to enhance DDI practices	Continuous Transition to School to take advantage of data reports to enhance DDI practices	Continuous Transition to School to take advantage of data reports to enhance DDI practices

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Monitoring and Evaluation

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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.**

The committees indicated within, through anecdotal observations, interviews, and informal meetings with students, teachers, administrators and community members will evaluate the performance and effectiveness of the integration of technology into Otselic Valley Central School District on January 13, 2016 and May 12, 2016. The implementation of our benchmark assessment, formative assessments, observations, and other forms of data collected will have a tangible method of evaluation at the end of this plan.

- 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://www.ovcs.org/Downloads/OV_Policy_Manual_2009.pdf	2009
Internet Safety/Cyberbullying	07/17/2015	http://www.ovcs.org/Downloads/OV_Policy_Manual_2009.pdf	2012
Parents' Bill of Rights for Data Privacy and Security	(No Response)	http://www.ovcs.org/Downloads/NEW%20Parents%20Bill%20of%20Rights%20for%20Data%20Privacy%20and%20Security3.pdf	2014

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

No

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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

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)