GLENS FALLS CITY SD

Instructional Technology Plan - Annually - 2015

A. LEA Information

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

    2,022

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

	Enrollment
Grades K-2	470
Grades 3-5	445
Grades 6-8	450
Grades 9-12	616

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

    Paul Streicher

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.**

Technology will be used to enhance students' critical thinking,communication, collaboration, and creativity through the use of technology --- thereby supporting the success of all. Students and staff are encouraged to view technology as a tool to research and utilize information, to solve problems, and to communicate effectively on a global scale.

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

- Creating the opportunity for technology to help break down cultural and socioeconomic barriers, paving the way to greater equity for all students.
- Developing students' skill and confidence in using technology as a tool to enhance learning in all aspects of their academic lives.
- Providing students with worldly challenges and opportunities for global learning in the digital age while achieving the National Education Technology Standards for Students (NETS).
- Creativity and Innovation
- Communication and Collaboration
- Research and Information Fluency
- Critical Thinking, Problem-Solving, and Decision-Making
- Digital Citizenship
- Technology Operations and Concepts
- Enabling students to go beyond the standard of digital citizenship and become creative and problem-solving digital leaders.
- Offering access to information anytime, anywhere as a built-in benefit of a mobile device.
- Providing students the opportunity and flexibility to extend their learning environment as appropriate.
- Expanding the scope of personalized learning and differentiated instruction.
- Improving the home-to-school-to-community connection.

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 following individuals were stakeholders and contributors to the development of the district's Technology Plan.

Members	Title	School
Mike Moynihan	Teacher	Middle School
Jason Brecko	Teacher	Middle School
Shannon Mckeighen	Teacher	High School
Brandon Lis	Special Ed Teacher	High School
Katie Arney	Teacher	Middle School
Carole Geruso	Teacher	High School
Jeremy Davis	Teacher	Jackson Heights
Peter Taylor	Teacher	High School
Jolene Eyer	Teacher	Jackson Heights
Rebecca Ring	Teacher	KRS
Rob Amberger	Teacher	HS
Kathy Gebo	Teacher	BC
Amanda Clough	Teacher	Jackson Heights
Tracy Capozucca	Tecaher	Big Cross
Barbara Sealy	Director of Special Ed	District
Rebecca Vanderklish	CSE Chairperson	District
Trent Clay	Director Of curiculum	District
Ben Cravelli	Student	High School
Paul Streicher	Director Of Technology	It Dept
Steve Spory	Systems Network Administrator	It Dept
Michele Hogan	Technology Integration Specialist	It Dept
Jessica Paradise	Microcomputer Specialist	It Dept
Paul Jenkins	District Supt.	District
Skye Heritage	Communications Director	District
Debbie Hall	Principal	Big Cross
Carrie Mauro	Principal	Jackson Heights
Jennifer Hayes	Principal	Kensington
Chris Reed	Principal	Middle School
Mark Stratton	Principal	High School

Stakeholders met in several different circumstances and groups to develop details relevant to this plan.

Meeting	Dates	Outcomes
Chromebook Implementation Commitee	January 2015-June 2015	Planning of district 1-1 chromebook initiative and all policies, communications, and decisions related to both the chromebook initiative and future district technology needs planning.
It Dept Tech Plan Committee	July 2015. August 2015	Completed and reviewed Tech survey data

		related to district infrastructure, hardware, and inventory.
District Tech Plan Comittee (online)	September-October 2015	Submited and edited tech plan survey question data and answers.

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)
> 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.**

> 1. Finances
> 2. Creating meaningful professional development that supports all varieties of our staff's learning levels in the time that we have available to do so.
> 3. Having staff available who can fascilitate these trainings.

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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)	100mb	200mb
Internal Network Bandwidth: Connections BETWEEN school buildings (LAN)	1gb	1gb
Bandwidth: Connections WITHIN school buildings (LAN)	10gb	10gb

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

200mb/200mb

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

Primelink

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?**

100

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)	450	450
Laptops/Virtual Machine (VM)	20	5
Chromebooks	1,654	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	6	0
Tablets less than nine (9) inches without access to an external keyboard	30	0
Tablets nine (9) inches or greater without access to an external keyboard	70	0
Totals:	2,230.00	455.00

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)?**

   11

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.**

    Funding access to professional development and staffing via the smart schools funds.
    A part-time Assistive Technology related service provider would be beneficial and cost effective for the district. Presently we contract with a variety of providers.

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	50
Flat Panel Displays	10
Interactive Projectors	0
Interactive Whiteboards	54
Multi-function Printers	10
Projectors	115
Scanners	7
Other Peripherals	45
Totals:	291.00

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

Single function Printer- 40
Wacon Board-2
Mimio- 1
GoPro Camera- 1
Theta Camera- 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)?**

Yes

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

  2,000

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?**

Yes

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	No
Apple iOS 7 or greater	Yes
Chrome OS	Yes
Android	Yes
Other	Yes

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

windows server datacenter 2012

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."**

na

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

None Used

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

Google Apps For Education
Castle Learning
Kahoot
Star Learning
Reading a-z

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

ProQuest Culturegrams

PebbleGo Animals

Cengage Biography in Context

Cengage Student Resources in Context

ABC CLIO Databases

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)
Other (Checked)

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

Discipline
Communication
Demographic Information

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)
Twitter (Checked)
Other (Checked)

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

Google Classroom
Remind101
School News Notifier
District Email- ListServ

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

Software and IT Support   Status Date: 03/30/2015 10:28 AM

Title	Number of Current FTEs
Network Admin	1.00
Microcomputer specialist	0.80
Network Analyst	0.20
Director of Technology	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 Glens Falls City School District is committed to preparing our students to be successful, productive members of a global society. Technology can be used as the tool to develop critical thinking skills, improve communication, and develop life skills critical to every student's success.

Teachers will take an active role in the planning and implementation of technology into the curriculum. The District will provide ongoing and continuous training for teachers to ensure that they will be successful in integrating technology across all curriculum areas.

The use of technology will also assist in engaging the community and promoting an awareness of the educational mission of the District. Technology can link the classroom with parents and encourage partnerships with community agencies and educational institutions to foster the development of all students.

The District will provide the financial support necessary for the planning and implementation of new technology across the district.

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 1-1 device plan ensures that students with special needs are also given access to devices both inside of and in many cases outside of the classroom. Our special education department sees to it that all students deemed in need of assistive technology are provided with such technology. Specific apps. necessary to successfully participate in the general education curriculum are added to these devices to better level the playing field for students with disabilities when completing work, participating in tests, maintaining interest and focus and engaging in learning. They also now have the ability to participate outside of school in the projects that prior were not available.

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.**

All teaching staff must ensure that for students who use assistive technology their lesson plans are done so that said technology is compatible and equitable for those students. The technology also opens the door to a multitude of techniques available for diversifying instruction based on learning styles and students' unique needs.

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.**

   1. Supt conference days are to include technology integration professional development

   2. All teachers are required to attend 16 hours of professional development on their own time per schoolyear. The technology department will offer many opportunities for teachers to attend technology-based professional development during after school hours.

   3. Staff will have access to 1-1 integrated technology support via our integrated technology specialist.

   4. Staff will have access to grade level/curriculum based technology integration group professional development.

   5. Staff will have access to regional training and support of integrated technology through the model schools program.

   6. Staff will attend a district-wide professional development day yearly to be largely focused on the use of technology in the school district.

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 Integration Spec.	1.00
	1.00

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	Other	300,000	One Time	Smart Funds
2	Professional Development	5,000	Annual	Budget
3	Instructional Software	50,000	Annual	Budget
4	Other	100,000	Annual	Budget/Smart Funds
5	Staffing	400,000	Annual	Budget
Totals:		855,000.00		

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

Chromebooks

Instructional Technology hardware to help support stem programming such as 3d projectors, 3d printers and robotic kits.

H. Status of Technology Initiatives and Community Connectivity

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

    Changes in Staffing (Checked)
    Changes in Funding (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.**

    In the Fall of 2015 the district will begin a 1-1 chromebook project that will include the deployment of personal chromebooks to all students and teaching staff in grades 7-12. Students in grades k-6 will also have greater access to devices and technology. As a part of this plan students will have full time access to technology both in school and at home.

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

    School (Checked)
    Community (Checked)

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

    The district has identified community locations such as, the public library, coffee shops, restaurants, and community buildings which have free wireless internet access available. The district will continue to develop relationships with community members in an effort to provide more internet access to all students and community members.

    During our latest student technology survey conducted in the spring of 2015 students in grades 7-12 identified themselves as having wireless internet acess at home at a 92% rate.

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.

Activities	Dates	Description
Communicate with Board of Education	October 2014	
Communicate with Administrative Team	October 2014	
Communicate to All Faculty and Staff	November 2014	
November 10th Staff Development Day	November 2014	
Form Technology Implementation Committee	November 2014	Coommittee task to evaluate and discuss Chromebook 1-1 challenges and goals. Made up of administration and faculty representing all grade levels.
Review and Establish Board Policies	December 2014	
Teacher Training Sessions	January-March 2015	Staff were required to complete 3 sessions that cover specific Chromebook uses, tools, and baselines in order to earn their Chromebook.
Provide curriculum based technology integration training via quarterly meetings	Spring 2015	Curriculum and grade level specific 1/2-day professional development focusing on the integration of technology into teacher classrooms.
Communicate 1-1 initiative to community	Spring 2015	
Launch of 1-1 district website	Spring 2015	https://sites.google.com/a/gfsd.org/gfsd1to1/
Teacher Chromebook deployments	March 2015	All teaching staff receive their Chromebooks allowing them time to get used to their use prior to the student deployments
Technology Professional Development Day	March 2015	A full day of professional development focused on the integration of technology into the classroom with Chromebook focus.
Parent Information Night	May/June 2015	5 parent nights were hosted giving parents an opportunity to understand the districts 1-1 initiative plans and goals and allow for questions to be asked.
Student research survey	May 2015	Research conducted via survey to students to help us better understand our students technology needs.
Enrollment of devices into domain	July 2015	
Student Chromebook Camp and Deployment	August 25-27, 2015	All students invited to attend a 3 hour day of instruction relating to the use and expectations of the Chromebook deployment. 95% completion rate.
Technology based professional development day	October 2015	A full day of professional development focused on the integration of technology into the classroom with Chromebook focus.
After school staff instructional opportunities	2015-16 schoolyear	
After school student technology instruction opportunities	2015-16 schoolyear	
Staff and student Chromebook evaluation survey	November 2015	A survey to be provided to both staff and

		students that will help us evaluate our Chromebook initiative to date and understand our future needs.
Devlopment of staff and student online resource page	November 2015	
Stem Program purchasing and initiatives		
Makerspace in Building libraries	2015-16 schoolyear	
3d printing labs	2015-16 schoolyear	
Video content creator studio	2015-16 schoolyear	
Student google support "genius bar"	2015-16 schoolyear	
3d projection cart	2015-16 schoolyear	
Nao Robot	2015-16 schoolyear	
Gamification Club	2015-16 schoolyear	

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 Instructional Plan committee will meet both in the winter and spring to conduct a review of the districts technology plan.

During this time the committee will evaluate the implementation and success of all stated technology goals and whether or not those plans must be updated. The technology committee will consider the districts technology plan as a living document and make adjustments during review sessions.

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	06/11/2007	https://drive.google.com/a/gfsd.org/file/d/0Bz1JAifJnKMVUy1QRVZwMEp3Qm8/view	2007
Internet Safety/Cyberbullying	05/07/2012	http://www.gfsd.org/District/Curriculum/Dignity.cfm	2012
Parents' Bill of Rights for Data Privacy and Security	08/01/2014	http://www.gfsd.org/News/2014-15/DataSecurityParentBill.cfm	2014

3.   **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)