

Instructional Technology Plan - Annually - 2016

LEA Information

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A. LEA Information

1. 2014-2015 Student Enrollment

	Total Enrollment	Pre-K Enrollment	K-2 Enrollment	3-5 Enrollment	6-8 Enrollment	9-12 Enrollment	Ungraded Enrollment
Student Enrollment	2,120	0	871	945	302	0	2

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

Melissa O'Geary

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

Other

3a. If the response to question 3 was "Other", please provide the title.

Technology

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Instructional Technology Vision and Goals

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B. Instructional Technology Vision and Goals

1. Please provide the district mission statement.

Through the efforts of home, school and community, the schools of Valley Stream UFSD Thirteen enable students to become independent, responsible, self-confident and motivated toward lifelong learning. To this end, the school district offers its entire community of learners a varied and challenging curriculum in a nurturing environment that is conducive to teaching and learning. We expect our children to consider important ideas, master basic skills, develop keen problem-solving skills, develop social responsibility and set high personal goals. We expect our children to become literate in the traditional sense, as well as in the areas of technology, science and mathematics.

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

VISION

Valley Stream UFSD Thirteen will enable each child to be prepared to meet the challenges of today and tomorrow by recognizing the individuality and intrinsic worth of each child; helping each child to learn the necessary academic skills; encouraging each child to take risks in order to maximize his or her potential; enabling each child to develop positive social and ethical skills to become a contributing member of society; and, providing an environment that nurtures self-esteem and promotes health through collaboration with family and community.

BELIEF

We believe that children should be at the center of the learning process. We believe that children learn best by constructing a new understanding of the

world around them, its relationships and phenomena. This “constructivist” approach to student learning values pupils’ points of view and encourages children to interact with the curriculum in personally meaningful ways. In this fashion children become lifelong learners, well-prepared for later school experiences as well as the adult workforce.

VALLEY STREAM UFSD THIRTEEN GOALS

1. To foster positive dispositions and improve student performance in English language arts (reading, writing, speaking, listening).
2. To improve students’ ability to think, reason, problem-solve and compute mathematically.
3. To differentiate instruction to meet the diverse learning needs of our students.
4. To teach students to respect and appreciate differences between and among people and cultures around the world.
5. To foster a sense of responsible citizenship in a caring and respectful community of learners.
6. To teach students positive strategies for conflict resolution.
7. To challenge students to construct a deeper understanding of the world around them through an inquiry-based approach to science and social studies.
8. To infuse technology applications into all areas of the curriculum.
9. To develop abilities, talents and creativity in music, art, and physical education.

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 Technology Committee addresses the technology needs district-wide to ensure that the needs of educators and students are met. The committee is comprised of representatives for each school and includes teachers, librarians, psychologists and administrators. This committee meets monthly to discuss current needs, concerns and suggestions for improvement. The committee was also charged with updating the district’s Technology Plan in compliance with the New York State Learning Standards, New York State Common Core Learning Standards and the International Technology of Education Standards.

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

- Access Points
- Cabling
- Connectivity
- Device Gap
- Network
- Professional Development
- Staffing
- Other
- No Gap Present

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

- 1. Funding
- 2. Staffing
- 3. Professional Development

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Instructional Technology & Infrastructure Inventory

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C. Technology and Infrastructure Inventory

1. Please identify the capacity of the telecommunications line coming into the district network hub. The district's Regional Information Center can provide the district with this information if needed.

- Greater than 10 Gbps
- 10 Gbps
- 1 Gbps - < 10 Gbps
- 100 Mbps - < 1Gbps
- 50 Mbps - < 100 Mbps
- 10 Mbps - < 50 Mbps
- Less than 10 Mbps

2. What is the total contracted Internet bandwidth access for the district? Choose one.

- Greater than 10 Gbps
- 10 Gbps
- 1 Gbps - < 10 Gbps
- 100 Mbps - < 1 Gbps
- 50 Mbps - < 100 Mbps
- 10 Mbps - < 50 Mbps
- Less than 10 Mbps

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

Nassau BOCES BO-Tie service

4. Please identify the capacity of the telecommunications line coming into the district's school building(s) from the district hub or district data center. The district's Regional Information Center can provide this information if needed

	Speed in Gbps or Mbps
Minimum Capacity	<ul style="list-style-type: none"> <input type="checkbox"/> Greater than 10 Gbps <input type="checkbox"/> 10 Gbps <input checked="" type="checkbox"/> 1 Gbps - < 10Gbps <input type="checkbox"/> 100 Mbps- < 1 Gbps <input type="checkbox"/> 50 Mbps - < 100 Mbps <input type="checkbox"/> 10 Mbps - < 50 Mbps <input type="checkbox"/> Less than 10 Mbps
Maximum Capacity	<ul style="list-style-type: none"> <input type="checkbox"/> Greater than 10 Gbps <input type="checkbox"/> 10 Gbps <input checked="" type="checkbox"/> 1 Gbps - < 10Gbps <input type="checkbox"/> 100 Mbps- < 1 Gbps <input type="checkbox"/> 50 Mbps - < 100 Mbps <input type="checkbox"/> 10 Mbps - < 50 Mbps <input type="checkbox"/> Less than 10 Mbps

5. Please identify the minimum and maximum circuit speeds at which the classrooms in the district are connected to the school building wiring/network closet.

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	Please provide the speed at which classrooms are connected to building wiring/network closet.
Minimum Circuit Speed Within a School Building	<input type="checkbox"/> Greater than 10 Gbps <input type="checkbox"/> 10 Gbps <input type="checkbox"/> 1 Gbps - < 10Gbps <input checked="" type="checkbox"/> 100 Mbps- < 1 Gbps <input type="checkbox"/> 50 Mbps - < 100 Mbps <input type="checkbox"/> 10 Mbps - < 50 Mbps <input type="checkbox"/> Less than 10 Mbps
Maximum Circuit Speed Within a School Building	<input type="checkbox"/> Greater than 10 Gbps <input type="checkbox"/> 10 Gbps <input type="checkbox"/> 1 Gbps - < 10Gbps <input checked="" type="checkbox"/> 100 Mbps- < 1 Gbps <input type="checkbox"/> 50 Mbps - < 100 Mbps <input type="checkbox"/> 10 Mbps - < 50 Mbps <input type="checkbox"/> Less than 10 Mbps

6. What are the minimum and the maximum port speeds of the switches that are less than five years old in use in the district?

	Port speed of switches	Mbps or Gbps
Minimum Capacity of Switches	1	<input type="checkbox"/> Mbps <input checked="" type="checkbox"/> Gbps
Maximum Capacity of Switches	10	<input type="checkbox"/> Mbps <input checked="" type="checkbox"/> Gbps

7. What percentage of the district's wireless protocols are less than 802.11g?
0

8. Do you have wireless access points in use in the district?
 Yes
 No

8a. What percentage of your district's instructional space has wireless coverage?
100

9. Does the district use a wireless controller?
Yes

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

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	Number of devices in use that are less than five years old	How many of these devices are connected to the LAN?
Desktop computers/Virtual Machine (VM)	310	310
Laptops/Virtual Machine (VM)	208	208
Chromebooks	967	967
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	4	4
Tablets nine (9) inches or greater without access to an external keyboard	0	0
Totals:	1,489.00	1,489.00

11. What percentage of students with disabilities in the school district, as of the submission date of this technology plan, have assistive technology documented on their Individual Education Plan (IEP)?

4

12. Please describe any additional assistance or resources that, if provided, would enhance the district's ability to improve access to technologies for students with disabilities.

Valley Stream UFSD Thirteen continues to work to improve the learning environment for students with disabilities. With additional funding more professional development can be provided to teachers and staff to make better use of the assistive technology. In addition, more devices in the program will ensure a more personalized learning that can focus on the student's specific needs.

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

	Number of devices in use
Document Cameras	6
Flat Panel Displays	388
Interactive Projectors	0
Interactive Whiteboards	0
Multi-function Printers	3
Projectors	88
Scanners	4
Other Peripherals	0
Totals:	489.00

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

(No Response)

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

No

17. Has the school district provided for the loan of instructional computer hardware to students legally attending nonpublic schools pursuant to Education Law, section 754?

Not Applicable

18. What barriers may prevent the district from testing 100% of its grade 3-8 students and NYSAA students on computers by the year 2020?

- Insufficient number of devices meeting testing requirements
- Lack of reliable Internet service
- Insufficient broadband access
- Inadequate staffing levels
- Insufficient testing spaces
- District does not foresee any barriers
- Other

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Software and IT Support

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D. Software and IT Support

1. **What are the operating system(s) in use in the district?**

	Is this system in use?
Mac OS Version 9 or earlier	No
Mac OS 10 or later	No
Windows XP	No
Windows 7.0	Yes
Windows 8.0 or greater	No
Apple iOS 7 or greater	No
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)	No
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. A Learning Management System (LMS) is a software application for the administration, documentation, tracking, reporting, and delivery of online and blended learning courses.**

None used

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

1. Microsoft Office
2. Scholastic - FASTT Math/Read About/Read 180
3. Putnam BOCES Integrated Social Studies/ELA Curriculum
4. LearningA-Z - Raz Kids/ReadingA-Z
5. Learning.com

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Software and IT Support

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

- 1. World Book Online
- 2. Grolier
- 3. eLibrary Elementary Kids InfoBits
- 4. WebPath Express
- 5. TrueFlix/BookFlix

8. Does the district have a Parent Portal?

Yes

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

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

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

(No Response)

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

- Learning Management System
- Emergency Broadcast System
- Website
- Facebook
- Twitter
- Other

10. Please list title and Full Time Equivalent (FTE) count (as of survey submission date) of all staff whose primary responsibility is providing technical support. Does not include instructional technology integration FTE time.

Title	Number of Current FTEs
Teacher for Technolgy	0.50
IT Specialist I	1.00
Tier III Network Technician	0.40
Instructional Tech TA	0.50
	2.40

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Curriculum and Instruction

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E. Curriculum and Instruction

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

Curriculum is an essential part of quality instruction. It is a tool that is used to help teachers teach and improve student performance. District goals will be to:

Continue to revise the current computer education to meet the International Society for Technology in Education (ISTE) National Education Technology Standards

-
- Continue to educate students and faculty on cyber safety and the appropriate uses of technology
- Train teachers on the hardware and software that will enable staff to apply the ISTE National Education Technology Standards
- Utilize technology to measure student growth
- Emphasize the use of technology to foster a higher level of thinking
- Continue to embed keyboarding and other computer skills into the curriculum

2. Does the district's instructional technology plan address the needs of students with disabilities to ensure equitable access to instruction, materials, and assessments?

Yes

2a. If "Yes", please provide detail.

To ensure students with disabilities have equitable access to instruction, they use digital media and environments to communicate and work collaboratively to support individual learning and contribute to the learning of others. This includes if they have a need to be at a distance. Students with disabilities can interact, collaborate, and publish with peers, experts, or others employing a variety of digital environments and media. This allows them to communicate information and ideas effectively to multiple audiences using a variety of media and formats and develop cultural understanding and global awareness by engaging with learners of other cultures. It also helps allow students with disabilities to contribute to project teams to produce original works or solve problems. Technology aids these students in collecting and analyzing data to identify solutions and/or make informed decisions.

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.

Valley Stream UFSD Thirteen has a robust wireless environment, which allows students who need assistive technology to be able to connect to the network. Students have easy access to software that supports the academic curriculum and allows them to communicate actively with educators and peers. Additional education programs are available through the various student accounts.

4. Does the district's instructional technology plan address the needs of English Language Learners to ensure equitable access to instruction, materials, and assessments?

Yes
 No

4a. Please provide details. If the district plans to apply for Smart School Bond Act funds for Classroom Learning Technology, the answer to this question must be aligned with the district's Smart Schools Investment Plan (SSIP).

To ensure students that English Language Learners have equitable access to instruction, they use digital media and environments to communicate and work collaboratively to support individual learning and contribute to the learning of others. English Language Learners can interact, collaborate, and publish with peers, experts, or others employing a variety of digital environments and media in multiple languages. This allows them to communicate information and ideas effectively to multiple audiences using a variety of media and formats and develop cultural understanding and global awareness by engaging with learners of other cultures.

Instructional Technology Plan - Annually - 2016

Professional Development

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F. Professional Development

- Please provide a summary of professional development offered to teachers and staff, for the time period covered by this plan, to support technology to enhance teaching and learning. Please include topics, audience, and method of delivery within your summary.**

Valley Stream UFSD Thirteen has a long standing commitment to professional development for all educators in our District (administrators and faculty and staff). Lack of professional development for technology use is one of the most serious obstacles to fully integrating technology into the curriculum. Well planned, ongoing professional development needs to be tied to the school’s curriculum goals. The professional development should be designed with built-in evaluation, and sustained by adequate financial and staff support. This is essential if teachers are to use technology appropriately to promote learning for all students in the classroom.

The district has and will continue to, provide a variety of effective professional development options including workshops, webinars, podcasts, coaching and online instruction for instructional staff. Our goals for professional development include:

Empowering educators to effectively take advantage of web resources and professional development websites as they design technology-embedded lessons and units of study to maximize student learning.

-

Ensuring that all faculty members attain a specified level of competency to meet the ISTE National Education Technology Standards (NETS) for Teachers and can prepare the students to meet the ISTE National Education Technology Standards (NETS) for Students

-

Encouraging teachers to create their own learning networks to meet people who have the same passions and have already spent numerous hours searching the web for the best sites available.

-

- Inspiring classroom teachers to launch curriculum rich activities with the tools that make sense.
- Developing teacher understanding of the social, ethical, and legal issues that surround the use of technology in schools.

Motivating teachers to enhance the classroom to community communication through the great use of technology, such as, but not limited to email, class website, shared files, and blogs.

-

In the past, workshops offered have included, but not limited to, Smart Board training, how to access your e-mail accounts, data warehousing training, using Outlook, Videoconferencing, grade level Internet integration planning and coaching sessions. All new teachers are trained to use eSchooldata, NWEA, and Follett Destiny. Future courses will be based on teacher needs and feedback. The District offers incentives, credits or stipends for teachers taking in-service courses.

- Please list title and Full Time Equivalent (FTE) count (as of survey submission date) of all staff whose primary responsibility is delivering technology integration training and support for teachers. Does not include technical support.**

Title	Number of Current FTEs
Teacher for Technology	0.50
Instructional Tech TA	0.50
Media Aides	4.00
	5.00

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Technology Investment Plan

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G. Technology Investment Plan

1. **Please list the top five planned instructional technology investments in priority order over the next three years. Infrastructure is considered an instructional technology investment.**

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Technology Investment Plan

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	Anticipated Item or Service	Estimated Cost	Is Cost One-time, Annual or Both?	Funding Sources May choose more than one source
1	Other	285,884	One Time	<input type="checkbox"/> BOCES Co-Ser Purchase <input type="checkbox"/> District Operating Budget <input type="checkbox"/> District Public Bond <input type="checkbox"/> E-Rate <input type="checkbox"/> Grants <input type="checkbox"/> Instructional Material Aid <input type="checkbox"/> Instructional Resources Aid <input checked="" type="checkbox"/> Smart Schools Bond Act <input type="checkbox"/> Other
2.	Servers	471,635	Both	<input type="checkbox"/> BOCES Co-Ser Purchase <input checked="" type="checkbox"/> District Operating Budget <input checked="" type="checkbox"/> District Public Bond <input type="checkbox"/> E-Rate <input type="checkbox"/> Grants <input type="checkbox"/> Instructional Material Aid <input type="checkbox"/> Instructional Resources Aid <input checked="" type="checkbox"/> Smart Schools Bond Act <input type="checkbox"/> Other
3.	Switches	123,758	One Time	<input type="checkbox"/> BOCES Co-Ser Purchase <input checked="" type="checkbox"/> District Operating Budget <input type="checkbox"/> District Public Bond <input type="checkbox"/> E-Rate <input type="checkbox"/> Grants <input type="checkbox"/> Instructional Material Aid <input type="checkbox"/> Instructional Resources Aid <input checked="" type="checkbox"/> Smart Schools Bond Act <input type="checkbox"/> Other
4.	Server/Network Software	28,821	Annual	<input type="checkbox"/> BOCES Co-Ser Purchase <input checked="" type="checkbox"/> District Operating Budget <input type="checkbox"/> District Public Bond <input type="checkbox"/> E-Rate <input type="checkbox"/> Grants <input type="checkbox"/> Instructional Material Aid <input type="checkbox"/> Instructional Resources Aid <input type="checkbox"/> Smart Schools Bond Act <input type="checkbox"/> Other
5.	Chromebooks	385,000	One Time	<input checked="" type="checkbox"/> BOCES Co-Ser Purchase <input checked="" type="checkbox"/> District Operating Budget <input type="checkbox"/> District Public Bond <input type="checkbox"/> E-Rate <input checked="" type="checkbox"/> Grants <input type="checkbox"/> Instructional Material Aid <input type="checkbox"/> Instructional Resources Aid <input type="checkbox"/> Smart Schools Bond Act <input type="checkbox"/> Other
Totals:		1,295,098.00		

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Technology Investment Plan

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2. If "Other" was selected in question one, for items purchased or for a funding source, please specify.

1.) School Security

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Status of Technology Initiatives and Community Involvement

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H. Status of Technology Initiatives and Community Connectivity

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

- Changes in District Enrollment
- Changes in Staffing
- Changes in Funding
- Technology Plan Implementation
- Computer-based Testing
- Catastrophic Event
- Developments in Technology
- Changes in Legislation
- Other
- None

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

The district continues to continue to increase student and teacher access to technology in school, and at home. We have begun and continue to update teachers' laptop. If a faculty member would like to take their laptops home, they must fill out an Equipment Sign Out Agreement. For the 2015-2016 school year Valley Stream UFSD 13 will have one 1:1 Chromebook pilot per building. With additional funding, we hope to continue this initiative and expand it to a grade level. Currently, we do not have an agreement for students to take home the Chromebooks, but hope to update this in the future.

3. Please check all locations where Internet service is available to students within the school district's geographical boundaries.

- Home
- Community
- None

3a. Please identify categories of available Internet locations within the community.

- Public Libraries
- Local Businesses

Instructional Technology Plan - Annually - 2016

Instructional Technology Plan Implementation

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I. Instructional Technology Plan Implementation

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

Dates	Action	Desired Outcome
Fall 2016	Replace teacher laptops in 3rd grade	Upgrade outdated teachers laptops in 3rd grade
	Expand 1:1 implementation across 4th - 6th grades	1:1 implementation district-wide of Chromebooks in 4th - 6th grades
	Install Promethean boards in kindergarten	Replace outdated Smarboards
Fall 2017	Replace teacher laptops in 2nd grade	Upgrade outdated teachers laptops in 2nd grade
	Expand 1:1 implementation across 3rd grade	1:1 implementation district-wide of Chromebooks in 3rd grade
	Install Promethean boards in Special area	Replace outdated Smarboards

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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, whether the district’s instructional technology plan is 1) meeting the vision and goals as outlined in the plan and 2) making a positive impact on teaching and learning in the district.**

The Technology Committee will meet on a quarterly basis to review the status of technology related issues. An ongoing review of district technology goals will be part of these meetings. Any adjustments will be recommended through Technology Committee as well as plans for implementation. During the years of 1:1 implementation, the Teacher of Technology will meet with the teachers involved several times during the year to discuss successes and struggles that they are encountering.

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

	URL	Year Policy Adopted
Acceptable Use Policy -- AUP	http://www.valleystream13.com/Assets/40_00_Series/4526-Policy.pdf	2009
Internet Safety/Cyberbullying*	http://www.valleystream13.com/Assets/40_00_Series/45261-Policy.pdf	2002
Parents' Bill of Rights for Data Privacy and Security	http://www.valleystream13.com/Assets/Resources/082014_PARENTS_BILL_OF_RIGHTS.pdf?t=635441281829300000	2014

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Survey Feedback

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K. Survey Feedback

Thank you for submitting your district's instructional technology plan (ITP) survey via the online collection tool. We appreciate the time and effort you have spent completing the ITP survey. Please answer the following questions to assist us in making ongoing improvements to the online survey tool.

1. Was the survey clear and easy to use

Yes

2. Was the guidance document helpful?

Yes

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

(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

Appendices

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

(No Response)