Page Last Modified: 08/22/2017

A. LEA Information

1. **2015-2016 Student Enrollment**

	Total Enrollment	Pre-K Enrollment	K-2 Enrollment	3-5 Enrollment	6-8 Enrollment	9-12 Enrollment	Ungraded Enrollment
Student Enrollment	1,763	98	387	383	361	528	6

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

Sarah Latimer

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

Director of Technology

Page Last Modified: 08/28/2017

B. Instructional Technology Vision and Goals

1.   Please provide the district mission statement.

We inspire, engage, and empower all students to achieve their full potential.

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

In the upcoming years the technology plan will be focused on helping our district achieve its vision statement: "We aspire to be a model of innovation and educational excellence that prepares our students for the challenges of life in the 21st Century." We have increased access to technology devices over the last couple of years with our 1-to1 iPad program in the high school and the addition of mobile iPad and laptop carts in our elementary and middle school buildings. Our primary (K-2) classrooms have 2 to 5 iPads each for use as centers in the classroom. In the 2016-2017 school year we began a Google Chromebook pilot in our 5th grade with the purchase of three carts. In the 2017-2018 school year we will be expanding that pilot to include 60 Chromebooks each in grades 3 and 6.

Our technology plan will also seek to support the priorities and strategies in our district's strategic plan. Specific areas include:
• Provide staff with resources to differentiate instruction that help all learners achieve their highest potential in the least restrictive environment.
• Create and implement a three-year STEM program K-12.
• Implement collaborative planning time among and between grade levels or departments PK-12.

Support for these areas will take different forms for these objectives. For example, technology tools will be developed and utilized to support the communication and sharing of information between grade levels and departments. Development of the K-12 STEM program will be closely aligned with the goals for the technology plan as well by driving much of the professional development offerings and resource allocation.

Now that our Smart School Investment Plan has been approved, we will begin to implement our infrastructure updates as well. We will be running fiber to increase our network capacity and to provide better access for one of our buildings with this money. We will also use this funding to standardize and expand our security systems and manage them through the technology department.

In year 3 of our program, we have realized a need to update our AP units to continue to support our wireless devices in the district. We will leverage funds from breakage in our initial SSIP to fund this replacement.

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.

We have a technology planning committee that guides and helps write the technology plan. The group includes members from all of the appropriate stakeholder groups: students, parents, board members, and librarians. The Technology Director leads the group which conducts its business through face-to-face meetings and electronic communications. This year the intent is to begin a shared online conversation through the use of Google Docs or Schoology to facilitate discussion and sharing of information.

In additions to the technology committee, the district and building's strategic committees will provide input and feedback for technology goals and plans as they develop action plans to meet their goals at each level. Several members of the technology committee also sit on these strategic planning committees.

In 2016-2017, we became full participants in the Broome-Tioga BOCES MITS program. This allows BOCES to serve as technical advisors to our group and a representative sits on our Technology Committee.

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

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

Security Camera Systems

Page Last Modified: 08/28/2017

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.**

    Our Bus Garage is currently connected to our district via a wireless connection. Some programs they run are too large to efficiently run via a wireless connection.In addition the wireless controllers are more vulnerable to lightening storms and have needed to be replaced, taking down the bus garage's communications.This will require us to dig to run wires.
    Currently all of our buildings have separate security systems that are run through our maintenance department. We are upgrading the system to a a common system.
    We need to upgrade our existing wireless access points to increase wireless speed and bandwidth to accommodate the increase in wireless devices being used day to day.

Page Last Modified: 08/22/2017

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?**

   ISP: Level3 via SCRIC

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 Gpbs or Mpbs
Minimum Capacity	☐ Greater than 10 Gbps ☐ 10 Gbps ☐ 1 Gbps - < 10Gbps ☐ 100 Mbps- < 1 Gbps ☐ 50 Mbps - < 100 Mbps ☑ 10 Mbps - < 50 Mbps ☐ Less than 10 Mbps
Maximum Capacity	☐ Greater than 10 Gbps ☐ 10 Gbps ☐ 1 Gbps - < 10Gbps ☑ 100 Mbps- < 1 Gbps ☐ 50 Mbps - < 100 Mbps ☐ 10 Mbps - < 50 Mbps ☐ 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.**

Page Last Modified: 08/22/2017

	Please provide the speed at which classrooms are connected to building wiring/network closet.
Minimum Circuit Speed Within a School Building	☐ Greater than 10 Gbps ☐ 10 Gbps ☐ 1 Gbps - < 10Gbps ☐ 100 Mbps- < 1 Gbps ☐ 50 Mbps - < 100 Mbps ☑ 10 Mbps - < 50 Mbps ☐ Less than 10 Mbps
Maximum Circuit Speed Within a School Building	☐ Greater than 10 Gbps ☐ 10 Gbps ☐ 1 Gbps - < 10Gbps ☑ 100 Mbps- < 1 Gbps ☐ 50 Mbps - < 100 Mbps ☐ 10 Mbps - < 50 Mbps ☐ 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	100	☑ Mbps ☐ Gbps
Maximum Capacity of Switches	10	☐ Mbps ☑ 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?**

Page Last Modified: 08/22/2017

	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)	327	327
Laptops/Virtual Machine (VM)	650	650
Chromebooks	255	255
Tablets less than nine (9) inches with access to an external keyboard	60	60
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	301	301
Tablets nine (9) inches or greater without access to an external keyboard	0	0
Totals:	**1,593**	**1,593**

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)?**

34

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.**

Through our current funding and some grant funds we have been able to meet most needs that have arisen for devices or software for our students with disabilities. We continue to provide 1-to-1 devices for students that have that recommendation as part of the CSE process and make software purchases to assist in specialized areas like speech and vision needs. The one type of assistive technology that may be an area of need is FM system. More regular hearing students are being prescribed FM systems for issues other than hearing to be used in class. Individual systems are cost prohibitive and we will be looking for more ways to support this need.

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

	Number of devices in use
Document Cameras	167
Flat Panel Displays	3
Interactive Projectors	0
Interactive Whiteboards	133
Multi-function Printers	120
Projectors	266
Scanners	20
Other Peripherals	200
Totals:	**909**

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

Apple TVs - 200

Page Last Modified: 08/22/2017

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

    Yes

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

    18a. **Please provide details if response to Question 18 was Other.**

    Length of time for testing window. We probably have enough devices but to adequately manage 3 books of testing, a longer window for administration would make it more manageable.

Page Last Modified: 08/22/2017

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	Yes
Windows XP	No
Windows 7.0	No
Windows 8.0 or greater	Yes
Apple iOS 7 or greater	Yes
Chrome OS	Yes
Android	Yes
Other	No

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

(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	Yes
Internet Explorer 8	Yes
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. A Learning Management System (LMS) is a software application for the administration, documentation, tracking, reporting, and delivery of online and blended learning courses.**

Schoology
iTune U

Page Last Modified: 08/22/2017

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

Microsoft Office Suite (Outlook, Word, PowerPoint, Excel, Publisher)

SMART Notebook

Content Management Systems; IXL and Edgenuity (to be implemented in 16-17)

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

(No Response)

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
Director of Technology	1.00
	1.00

Page Last Modified: 08/22/2017

E. Curriculum and Instruction

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

   Over the last three years of the previous plan, the district has added many devices, increased access to software programs, and expanded capacity. We have a 1-to-1 iPad program in our high school will be adding three carts of Chromebooks for use in our 5th grade in the upcoming year. The overall focus for our instructional technology planning and spending has been flexibility. We strive to add technology in ways that maximize access in a building and purchase programs that meet the needs of particular groups though it may be in different ways. We support different LMS systems (iTunesU, Schoology, and the My Homework App), have integrated a file sharing system and have expanded access to digital books in the library through OverDrive and the classroom through eTexts. In the upcoming year, we will be adding an online course system, Edgenuity for credit recovery and expanding options for wireless printing.

   In the upcoming year of the plan, we will continue this effort but turn our focus to increasing use of these opportunities. We have identified the need to offer professional development to not only teachers but our students as well, especially at the high school level. The districts immediate needs and strategies from the 2016-2019 Chenango Valley Strategic Plan will provide guidance on these efforts. Areas of focus outlined in the strategic plan include: academic interventions, home to school communication, support for students in need, resources for differentiation, use of data, and the implementation of a K-12 STEM program.

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.**

   Technology purchases are made to support the individual needs of students. We utilize assistive software programs such as Premier Literacy (text to speech software), Dragon Dictate app and Dragon Naturally Speaking (speech to text software), and audio books (in both digital and physical formats). The use of devices such as chromebooks and iPads allow us to continue to tailor programs to individual students needs. We are able to provide a device to our students that need them on a 1-to-1 basis and purchase programs to make classroom content more accessible. For examply, content management systems like IXL accessed through the device allows lessons to be differentiated and provided at individual skill levels.

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.**

   Technology purchasing decisions are made to support the individual needs of all students. For students with disabilities, the technology department works closely with the special education department to discuss and plan for the needs of particular students according to their IEP recommendations. Assistive software currently used in the district include: Premier Literacy (text to speech software), Dragon Dictate app and Dragon Naturally Speaking software (speech to text software), and audio books (in both digital and physical formats). Devices (such as iPads and laptops) are also available for use either 1-to-1 or shared through the special education department. Funding for assistive technology purchases is done through technology and special education funding sources.

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).**

   Technology purchasing decisions are made to support the individual needs of all students. For our ELL students, in addition to the assistive technology resources mentioned for students with disabilites, we also use translation apps and software, vocabulary building apps, websites, and native language supports. We are also able to provide devices (such as iPads and laptops) are also available for ELL students to use in the classroom or travel on a 1-to-1 basis.

Page Last Modified: 08/22/2017

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 main sources of professional development for our taechers are district, BOCES, and Broome Teacher's Center Offerings. We participate in the Models Schools Co-Ser through our BOCES and provide teacher trainings specific to our faculty's needs. In addition, we have supported all of our teachers by both hosting and attending as a staff, the local NYSCATE one-day technology conference during the last two school years. A summary of technology focused offerings from 7/1/2012 through 8/17/2016 is listed below.

Session Type	Number of Sessions	Number of Participants	NYS Professional Development Standards Targeted
STEM	7	13	2, 9
SMARTBoards	3	18	3, 5, 9
Software (Various)	6	44	2, 5, 6, 8, 9
Microsoft	9	51	9
Student Management System/Grading	28	247	7, 8, 9
Common Core & Technology	1	11	2, 6, 9
Google Tools	9	35	4, 6, 9
iPads/Apple	22	89	4, 5, 9
Content Management Systems	10	59	2, 4, 5, 7, 9
Assistive Technology/Special Education	6	13	5, 6, 9
Digital Learning/Flipped Classroom	17	41	4, 5, 9
Other	6	43	9
Technology Conferences	6	357	2, 4, 5, 6, 8, 9

2. **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
Director of Technology	1.00
	1.00

Page Last Modified: 08/22/2017

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.**

Technology Investment Plan

Page Last Modified: 08/22/2017

	Anticipated Item or Service	Estimated Cost	Is Cost One-time, Annual or Both?	Funding Sources May choose more than one source
1	Broadband	200,000	One Time	☐ BOCES Co-Ser Purchase ☐ District Operating Budget ☐ District Public Bond ☐ E-Rate ☐ Grants ☐ Instructional Material Aid ☐ Instructional Resources Aid ☑ Smart Schools Bond Act ☐ Other
2.	Server/Network Software	60,000	One Time	☐ BOCES Co-Ser Purchase ☐ District Operating Budget ☐ District Public Bond ☐ E-Rate ☐ Grants ☐ Instructional Material Aid ☐ Instructional Resources Aid ☑ Smart Schools Bond Act ☐ Other
3.	Other	523,000	One Time	☐ BOCES Co-Ser Purchase ☐ District Operating Budget ☐ District Public Bond ☐ E-Rate ☐ Grants ☐ Instructional Material Aid ☐ Instructional Resources Aid ☑ Smart Schools Bond Act ☐ Other
4.	Printers	150,000	One Time	☑ BOCES Co-Ser Purchase ☐ District Operating Budget ☐ District Public Bond ☐ E-Rate ☐ Grants ☐ Instructional Material Aid ☐ Instructional Resources Aid ☑ Smart Schools Bond Act ☑ Other
5.	Laptops	50,000	One Time	☑ BOCES Co-Ser Purchase ☐ District Operating Budget ☐ District Public Bond ☑ E-Rate ☐ Grants ☐ Instructional Material Aid ☐ Instructional Resources Aid ☐ Smart Schools Bond Act ☐ Other
Totals:	0	**983,000**	0	0

Page Last Modified: 08/22/2017

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

Security and Alarm System Upgrades and Consolidation
Wireless Access Points

Page Last Modified: 08/22/2017

H. Status of Technology Initiatives and Community Connectivity

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

    - ☐ Changes in 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.**

    In addition to the fact that all high school students and all faculty have ipads to travel between work and home, we are implementing a new software that will allow remote access to network files. Currently students and faculty can manage files between iPads and the Network through an app called FileBrowser but we need to continue professional development in that area. Additionally, we will try to increase access for students and parents through increased use of Learning Management Systems like Schoology, iTunesU, and MyHomework. As a district, we have also provided training and support for the expanded use of the Google Docs and the Google classroom which expand access to documents and files. Through the implementation of our SSIP we will be reaching out to the local library branch to form a stronger partnership and possibly help upgrade their infrastructure to support our students after hours.

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.**

    The Chenango Valley School District is located near the city of Binghamton and has access to many businesses with wifi access like restaurants, cafes and university. In addition, there are 3 public library branches, city parks, and downtown Binghamton which provide free, open access to wifi.

Page Last Modified: 08/22/2017

I. Instructional Technology Plan Implementation

1. **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.**

Action Item	Timeline	Desired Outcomes
Evaluate and Update Tech Plan Goals	Fall 2016	Align new goals with district s strategic plan
Plan for Computerized Testing	2016-2017 School Year	Incorporate practice with online testing systems to prepare student to navigate an online test.
Conduct an Updated Tech Needs Survey	Fall/Winter 2016	Survey Students on technology topics
Expand Use of Learning Management Systems (LMS)	2016-2017 School Year	Provide training and support for more staff to begin using LMS to increase communication between school and home and expand student access to resources.
Expand use of eTexts	2016-2017 School Year	Promote library s OverDrive collection. Provide training for teachers on free eBook creation sources to help them customize their course materials.
Create a student support team	2016-2017 School year	Train students to provide support to faculty, staff, and students on use of iPads to expand access to training and support.
Connect the Bus Garage via Fiber	2016-2017 School year	Currently a vulnerable wireless connection that isn t sufficient for systems in use. (SBA dependent)
Upgrade major systems: security, PA, Fire	Spring/Summer 2017	Upgrade and consolidate major systems. Bring software components into the technology department for support. (SBA dependent)
Upgrade District s Backbone to 10 GB	Spring/Summer 2017	Provide better access for the expanded number of devices and content used instructionally (SBA dependent)
Evaluate District Printing	Spring/Summer 2017	Possibly move to a kiosk model that is more compatible with our mobile device model and swap out standalone printers.
Expand storage capacity		Completed

Page Last Modified: 08/22/2017

J. Monitoring and Evaluation

1. **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.**

   We have expanded our technology plan committee membership to include a wider cross section of stakeholders. The committee will now include board members, community members, and students in addition to administrators, faculty, and staff. We will communicate through email and the use of an LMS like Schoology and have at least two meetings one in the Fall and one in the Spring. Some of the members are also on the district's strategic planning committee to help wih the alignment of the two plans.

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

	URL	Year Policy Adopted
Acceptable Use Policy -- AUP	www.cvcsd.stier.org/PolicyManual.aspx	2015
Internet Safety/Cyberbullying*	www.cvcsd.stier.org/PolicyManual.aspx	2015
Parents' Bill of Rights for Data Privacy and Security	www.cvcsd.stier.org/Parents.aspx	2014

Page Last Modified: 08/22/2017

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)

Page Last Modified: 08/22/2017

Appendices

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

    (No Response)