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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	893	43	204	182	193	271	0

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

   Tiffany Turner

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

   Assistant Superintendent

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B. Instructional Technology Vision and Goals

1. **Please provide the district mission statement.**

As a district, our mission is to provide the technology necessary to support the instructional needs of our students and staff. From entry level to complex skills, our students will be empowered to embrace technology and become independent learners. The students will learn technology skills in order to become college and career ready to work successfully in a continuously changing world.

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

In order to empower our students to embrace technology and become independent learners our district technology plan will be implemented. The LaFayette district technology plan will address and maintain infrastructure, technology professional development, and instructional technology. Network infrastructure and telecommunications will support instructional goals, providing reliable integration of technology in the educational setting. Network and computing security will be maintained to federal and state standards to secure district infrastructure, hardware and software. School district staff will have current professional development in a timely manner to support their utilization of educational technology in the classroom and professionally. Annually, the district technology plan will be reviewed by the district technology committee and be revised as need to address changing goals and needs. Goal Area: Infrastructure Objective: Upgrade and maintain district network to support a 1:1 environment. *Access point in every room Goal Area: Technology Professional Development Objective: Timely and consistent professional development for all staff, specific to educational goals and objectives, with support for staff through implementation. Goal Area: Instructional Technology Objective: Technology will be integrated into curricula, cyclically updated, and equitably distributed. The process for requesting technologies will be communicated with all staff. Goal Area: Communication/Collaboration Objective: Technology will create an environment of efficient communication and enhance collaboration.

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 District Technology Committee met several times throughout the school year to review, update and modify the District Technology Plan. The Committee used Google Docs to share the District Technology Plan and work collaboratively via the Web to review and update the plan. The Committee consisted of Teachers and Library Media Specialists at both the Primary and Secondary levels, Building Principals, the District Director of Instruction/Pupil Services, the School Business Official, the Superintendent, a system operator (Teacher Assistant) and the District Network Administrator. Within this Committee there were District Parents and Community Members.

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

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.**

The top three challenges to the gaps above are technology financing, collaboration time of stakeholders and updating the district's 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?**

   CNYRIC

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.**

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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	☐ 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	1	☐ Mbps ☑ Gbps
Maximum Capacity of Switches	1	☐ 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?**

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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)	288	288
Laptops/Virtual Machine (VM)	91	91
Chromebooks	917	917
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	143	143
Tablets nine (9) inches or greater without access to an external keyboard	0	0
Totals:	**1,439**	**1,439**

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)?**

32

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.**

The District could use additional funding for increasing students' access to wireless internet. This could be done through Mifi devices or wireless hotspots.

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

	Number of devices in use
Document Cameras	0
Flat Panel Displays	138
Interactive Projectors	0
Interactive Whiteboards	64
Multi-function Printers	11
Projectors	138
Scanners	0
Other Peripherals	0
Totals:	**351**

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

   Yes

   16a. **On an average school day, approximately how many student devices access the district's network?**

   250

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?**

   Yes

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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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	Yes
Windows 8.0 or greater	No
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	No
Internet Explorer 8	No
Internet Explorer 9 or greater	Yes
Mozilla Firefox	No
Google Chrome	Yes
Safari (Apple)	Yes
Other	No

4. **Please provide the name of the web browser if the response to question three included "Other."**

(No Response)

5. **Please provide the name of the Learning Management System (LMS) most commonly used in the district. A Learning Management System (LMS) is a software application for the administration, documentation, tracking, reporting, and delivery of online and blended learning courses.**

The District is currently using SchoolTool Learning Management Softwares.

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

Our school district uses Read180, System 44, Microsoft Office Suite products, Google Apps, and STAR Math.

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

The district uses the following database systems: Brainpop, Capstone Pebble Go, Worldbook Student, Glogster and Gale: Science in Context.

Software and IT Support

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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
Network Administrator	1.00
Teacher Assistant	2.00
Library Media Specialist	3.00
LAN Tech	0.40
Technology Coordinator	0.50
	6.90

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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?**

The district is now a 1:1 computing device district with 100% wifi coverage in its buildings. We will continue to pursue high quality professional development for implementation of its devices and integration of technology.

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.**

The district deploys its technology equipment universally. Students have access to the same technology as long as it is reserved by the teachers.

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.**

The district abides by all assistive technology requirements for students with disabilities. If an Individualized Education Plan (IEP) or a 504 require assistive technology the district will provide that technology according to the student's plan.

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).**

The district abides by all assistive technology requirements for English Language Learners. If an Individualized Education Plan (IEP) or a 504 require assistive technology the district will provide that technology according to the student's plan.

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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.**

    Every year the District Planning Committee, which is comprised of teachers (some of whom are community members as well) and administrators, meet in September and various times throughout the school year to assess teacher learning needs. Technology training has been incorporated into staff development half- and full- days . For example, in 2016-2017, our district provided professional development for STAR Math assessements to monitor progress and identify students in need of academic intervention. In addition, workshops have been provided to train teachers in use of assistive technology for example, Snap-N-Read and Cowriter. We also are continuing training on Google and its various application products. To address future needs, the District Planning Committee will work with other groups, such as the District Technology Committee, to guarantee professional development in technology is ongoing and changing with the implementation of new technology and instructional practices.

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 Instruction	1.00
	1.00

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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	Staffing	59,921	Annual	☐ 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.	Other	49,912	Annual	☑ 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.	Broadband	93,030	Annual	☑ 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.	Other	40,000	Annual	☑ 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.	Printers	35,244	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	**278,107**	0	0

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

BOCES Staffing - LAN Tech, Remote Managed Services (Servers)

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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.**

   All students at the junior-senior high school have individual chromebooks. The district is also using google apps to allow for access to school work wherever the student or teacher has internet access. The district currently has a guest wireless network that allows filtered access to the internet from within school facilities. The district is working to improve internet access in all buildings to all students and teachers access anywhere within the facilities.   The District is investigating ways of increasing internet access to all students.

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 District currently has wifi access at local restaurants (Nice N Easy, McDonalds, Byrne Dairy) as well as the local library.

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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.**

Hardware and software in the district is to be replaced on a regular cycle. The district has a goal to replace hardware and upgrade software at least every 4-5 years. If existing equipment that is "coming off lease" is still 100% serviceable, funds can be redirected to help add new equipment. The "off lease" equipment will be reevaluated every year after its lease expires to assess its continued use. The District is in the process of updating its district-wide inventory. We have 1:1 computing for grades K-12. As we continue with 1:1 computing, the district will use Google Tools to allow for new opportunities in collaboration and in making our district a global community. The District continues to provide professional development to assist teachers implementation of google tools and chromebooks in their classrooms. There will be continued professional development as provided by the Media Connect Service that the District subscribes to through Onondaga Cortland Madison BOCES. With subscription to this service, the District has access to 4 professional development days for technology as well as several technology workshops annually. The District is also a member of the Central New York Teacher Center and has access to technology workshops for free through their involvement with the Teacher Center. Virtual infrastructure, servers and storage are now managed at the CNYRIC through a remote managed service agreement. We have a coordinator of technology along with a Network Administrator who oversees the technology for the district and meets with the technology committees and the administrative team on a regular basis to discuss and assess our district's technology needs.

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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.**

The District Technology will meet at least twice a year to review the progress of the implementation of the Technology plan. When reviewing the plan, the committee will look at the inventory of technology hardware and software and its effectiveness in the District. If there is equipment or software that is not functioning appropriately the committee will plan either to dispose of or replace the hardware or software. The technology committee will also review the age of equipment and the technology replacement plan to see if the plan needs updating. This structure offers opportunities to exchange thoughts, share research, synthesize findings and formulate solutions that will help lead our district in the future of instructional technology. Essential to the development of the technology plan and technology integration into our schools is input from all buildings which have been established this year. The purpose of the committee is to: 1. Develop, Implement, and Monitor long-range technology plan" Promote a structured technology program tied to District Goals " Collaborative process to assess progress of the technology program " Promote an objectives-based process for decision making 2. Submit Recommendations to the Board & Superintendent " Collaboration to prioritize budget technology requests " Forecast and Plan for long-term technology replacement and upgrades through BOCES Lease, Projects, and Grants The Technology Committee will begin meeting in the Fall, the first activity will be to existing technology and data, review the committee's goals, objectives and action items contained in the technology plan.

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

	URL	Year Policy Adopted
Acceptable Use Policy -- AUP	http://www.lafayetteschools.org/tfiles/folder650/1A1-Policy%20Manual%202006.pdf	2006
Internet Safety/Cyberbullying*	http://www.lafayetteschools.org/tfiles/folder650/1A1-Policy%20Manual%202006.pdf	2006
Parents' Bill of Rights for Data Privacy and Security	http://www.lafayetteschools.org/highschool	2006

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

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

   (No Response)