RyeNeckSchools
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District Wide
INSTRUCTIONAL TECHNOLOGY PLAN

2018-2019

2018-2021 Instructional Technology Plan

Section I – District LEA Information

1. **What is the name of the district administrator responsible for entering the Instructional Technology Plan data?**

   Eric Lutinski

2. **What is the title of the district administrator responsible for entering the Instructional Technology Plan data?**

   Assistant Superintendent

Section II – Strategic Technology Planning

1. **What is the overall district mission?**

   The mission of the Rye Neck School Community is to develop active, critical-thinking, creative, responsible citizens with high values, morals and ethics. These citizens will respect, accept and appreciate others in a multicultural world and be committed to lifelong academic and personal achievement in a supportive learning environment. Students will acquire a suitable educational foundation, mastery of the English language and analytic skills which will help them deal with challenges in their personal and professional lives.

2. *What is the vision statement that guides instructional technology use in the district?*

   We envision instructional technology providing an environment where our community grows from digital citizens to digital leaders as we become more proficient in the use of technology; understands its potential; and uses it to achieve our personal, professional and academic goals.

3. **List goals that will drive the attainment of the vision.**

   1. Further develop and broaden the purposeful integration of web-based and software tools to provide pathways for student collaboration, transfer of knowledge, technological discovery, critical thinking, and problem solving to cultivate their individual quest for knowledge.
   2. Provide supportive learning environments for diverse students in order to make connections and access learning through the use of technology.

3. Provide and sustain a safe and secure network infrastructure that supports the free movement of devices and provides bandwidth sufficient to support rich content and uninterrupted services to all users.
4. Continue to support teachers in the integration of advanced technology applications to improve instruction, enhance student engagement and maximize learning in a 21st century classroom.

Summarize the planning process used to develop answers to the Instructional Technology Plan questions and/or your district comprehensive instructional technology plan. Please include the stakeholder groups participating and the outcomes of the instructional technology plan development meetings.

Planning process: A committee was convened to create a vision for technology that matched our district's mission. The committee then worked on our first two goals, as we felt they reflected instruction and curriculum needs the most. Data was gathered through anecdotal experiences and survey results. This information gave us a better picture of how teachers were using technology in their classrooms and what else we needed to accomplish in the next few years. Once the goals and their action plans were drafted and agreed upon, they were then presented to our Professional Development Committee to work on a plan and process for implementing effective professional development. We, also, worked with our network and infrastructure company to develop a goal that reflects those needs.

Participating Stakeholders: Superintendent, Assistant Superintendent, Technology Coordinator, Building principals, special services department chairs, ENL Coordinator, K-12 classroom teachers, Professional Development Committee.

Outcomes: The planning process provided the opportunity to develop an instructional technology vision that previously didn't exist. Through that lens, we reviewed our practices and determined how we can enhance our instruction through technology to ensure every student's needs are being met. We strategically included stakeholders across all grade levels and content areas to expose a wide range of opinions and skill levels in our discussions. Our Professional Development Committee was, also, enlisted to help develop and execute our ideas. Through this unified collaboration, we developed goals and action plans that are accessible for both students and teachers

Please describe the professional development plan for building the capacity of educators and administrators in the attainment of the instructional technology vision.

Our Professional Development Committee members represent all schools and job titles across the district, including our administrative team and collective bargaining unit. The committee does a needs analysis based on the contribution of its members. Through that information, it creates and offers coursework to the staff. The meetings often result in brainstorming ideas for ways it can assist our staff.

How will the instructional technology goals be measured and evaluated during and after implementation?

Each goal and its action plan was developed to ensure measurable growth and evaluation over the next three years. All goals can be measured both quantitatively and qualitatively by the classroom teachers as they progress through each school year. Those teachers can reflect on how they used technology in their lessons and what the outcome of each lesson was. Student work, anecdotal measures, formative data and metrics from instructional software will all provide a measure of growth and progress. Administrators will periodically review goals through teacher observations, annual budget process, community partnerships for extra-curricular activities, and allocation of time for professional development needs.

Specifically, goal two can be measured through IEP assessments and annual reviews. We will update our reports to include a question for the general education teacher about using instructional technology to meet the student's needs.

Our third goal will be measured through an ongoing analysis of how our infrastructure works. We will collaborate with an instructional technology company employed by the district to make sure our system is running effectively to ensure internet accessibility across the district.

In addition to upholding our professional development plan, our final goal will be assessed through tracking enrollment in our professional development opportunities to make sure the staff is engaged in training and incorporating those learned skills into their lessons.

<u>Section III – Action Plan Overview</u>

Action Plan: Goal #1

Further develop and broaden the purposeful integration of web-based and software tools to provide pathways for student collaboration, transfer of knowledge, technological discovery, critical thinking, and problem solving to cultivate their individual quest for knowledge.

Select the NYSED goal that best aligns with this district goal.

Develop a strategic vision and goals to support student achievement and engagement through the seamless integration of technology into teaching and learning;

Target Student Population(s).

All students

List the action steps that correspond to Goal #1 from your answer to Question 1, above.

Action Step	Step Description	Responsible Stakeholder by Role	*If 'Other' Stakeholder identify here. Otherwise, please write "N/A." Do not leave this cell blank*	Anticipated month of completion	Anticipated Year of Completion	Anticipated Cost
Evaluation	Look at available software	Library media specialists	N/A	Dec	2018	$0
Curriculum	Gather and utilize student performance data to assess proficiency and growth	Classroom teachers	N/A	June	2021	$0
Collaboration	Use data from a variety of sources to create a set of skills/standards	Classroom teachers	N/A	January	2020	$0
Implementation	Develop student-driven opportunities catered to individual interests	Library Media Specialists	N/A	June	2021	$0
Professional Development	Determine gap analysis of faculty proficiency to develop professional development	Building Principals	N/A	June	2019	$0

Action Plan: Goal #2

Provide supportive learning environments for diverse students in order to make connections and access learning through the use of technology.

Select the NYSED goal that best aligns with this district goal.

Provide technology-enhanced, culturally- and linguistically-responsive learning environments to support improved teaching and learning.

Target Student Population(s).

- All students

List the action steps that correspond to Goal #2 from your answer to Question 1, above.

Action Step	Step Description	Responsible Stakeholder by Role -	*If 'Other' Stakeholder identify here. Otherwise, please write "N/A." Do not leave this cell blank*	Anticipated month of completion	Anticipated Year of Completion	Anticipated Cost
Evaluation	Survey faculty about cultural awareness and differentiation strategies for all learners and use data to develop professional development	Technology coordinator	N/A	June	2019	$0
Curriculum	Provide scaffolded assignments to support students' receptive and expressive preferences	Classroom Teachers	N/A	June	2021	$0

Curriculum	Utilize resources that cater to specific strengths and interests of the students	Classroom Teachers	N/A	June	2021	$0
Curriculum	Use data on student growth, cultural identification, and personal interests to drive curriculum design	Classroom Teachers	N/A	June	2021	$0
Community Partnerships	Provide opportunities to include parents and community members in program development or school activities to support the diverse needs of our students	Building Principals	N/A	June	2021	$0
Purchasing	Increase accessibility to electronic devices in classrooms across the district	Technology coordinator	N/A	June	2021	$100,000.00

Action Plan: Goal #3

Provide and sustain a safe and secure network infrastructure that supports the free movement of devices and provides bandwidth sufficient to support rich content and uninterrupted services to all users.

Select the NYSED goal that best aligns with this district goal.

Design, implement, and sustain a robust, secure network to ensure sufficient, reliable high-speed connectivity for learners, educators, and leaders.

Target Student Population(s).

All students

List the action steps that correspond to Goal #3 from your answer to Question 1, above.

Action Step	Step Description	Responsible Stakeholder by Role	*If 'Other' Stakeholder identify here. Otherwise, please write "N/A." Do not leave this cell blank*	Anticipated month of completion	Anticipated Year of Completion	Anticipated Cost
Evaluation	Evaluate the current network performance and identify weak areas pertaining to speed, connectivity, and reliability	Other	Network Administrator	April	2018	$0
Planning	Plan necessary infrastructure upgrades to address issues identified during step 1	Other, Director of Technology	Network Administrator	May	2018	$0
Implementation	Utilize various funding resources	Other, Director of Technology	Network Administrator	July	2018	$300,000.00

	including E-Rate to install a fresh fiber backbone throughout the district to support 10GB+ speeds. Additionally upgrade Wireless infrastructure to support AC Wave 2 devices and increase saturation of Access Points.	, Business Official				
Cyber Security	Aggressively test the new infrastructure to ensure it complies with existing District policies pertaining to cyber security and safe internet practices.	Other, Director of Technology	Network Administrator	October and May	Annually	$0

Action Plan: Goal #4

Continue to support teachers in the integration of advanced technology applications to improve instruction, enhance student engagement and maximize learning in a 21st century classroom.

Select the NYSED goal that best aligns with this district goal.

Provide access to relevant and rigorous professional development to ensure educators and leaders are proficient in the integration of learning technologies.

Target Student Population(s).

  All students

List the action steps that correspond to Goal #4 from your answer to Question 1, above.

Action Step	Step Description	Responsible Stakeholder by Role	*If 'Other' Stakeholder identify here. Otherwise, please write "N/A." Do not leave this cell blank*	Anticipated month of completion	Anticipated Year of Completion	Anticipated Cost
Community Partnerships	Continued partnership with LHRIC Model Schools and TLI/SWBOCES	Superintendent	N/A	June	2021	$35,000.00
Professional Development	Use faculty meetings and conference days to hold workshops on technology and best practices.	Building Principals	N/A	June	2021	$0
Collaboration	Develop a district-wide resource bank where teachers can match programs with students' needs	Teacher on special assignment	N/A	June	2021	$0
Research	Explore new programs/strategies to reach all learners through technology	Assistant Superintendent	N/A	June	2021	$0

Collaboration	Build an online professional development video library for staff	Teacher on special assignment	N/A	June	2021	$0

Section IV – NYSED Initiatives Alignment

1. **Explain how the district use of instructional technology will serve as a part of comprehensive and sustained effort to support rigorous academic standards attainment and performance improvement for students.**

The district's use of instructional technology will support our effort to maintain rigorous academic standards and improved student performance in several ways:

- The collaboration between staff who helped shape our technology plan has created a group of stakeholders invested in the use of instructional technology to support pre-existing instructional goals.
- The encouragement of creative uses of technology and an exploratory mindset will empower general education students and staff, as well as provide opportunities for diverse learners.
- The partnership with our third-party educational technology service will ensure the infrastructure, hardware, and staff training necessary to provide for and sustain our academic goals.
- The collection and use of data will be facilitated by time- and user-friendly means of student assessment.

2. **Students with disabilities may be served through the use of instructional technology as well as assistive technology devices and services to ensure access to and participation in the general curriculum. Describe how instruction is differentiated using technology to support the individualized learning needs of this student group.**

- Apps, extensions, programs will be used to differentiate instruction through technology. Examples of this include Quizlet, Google Classroom, Castle Learning, YouTube, Kahoot, Google Translate, and DuoLingo.
- Strategies and lesson planning that feature differentiated technology for individual students' needs will be employed. Examples include the use of student-created assessments, annotation software, progressive music and artistic technology, home-to-school connectivity, and the allowance of voice-to-text assistance. Co-teaching preparation for both general and special education students includes the use of student surveys and station planning, for example, to provide diverse opportunities for learning and achievement.

- The pedagogical exercise of differentiated technology has enhanced the value of instruction for students typically outside the category of "diverse learner." The focus on the individual student made possible by available educational technology has illuminated the qualities of all students instead of merely assisting a subgroup.

3. **How does the district utilize technology to address the needs of Students with Disabilities to ensure equitable access to instruction, materials, and assessments?**

   - Class lesson plans, materials, and assignment instructions are available to students and families for "anytime, anywhere" access (such as through class website or learning management system).
   - Technology is used to provide additional ways to access key content, such as providing videos or other visuals to supplement verbal or written instruction or content.
   - Text to speech and/or speech to text software is utilized to provide increased support for comprehension of written or verbal language.
   - Assistive technology is utilized.
   - Technology is used to increase options for students to demonstrate knowledge and skill.
   - Learning games and other interactive software are used to supplement instruction.

4. **Please select the professional development that will be offered to teachers of Students with Disabilities that will enable them to differentiate learning and to increase their student language and content learning with the use of technology.**

   - Research, writing and technology in a digital world
   - Choosing assistive technology for instructional purposes in the special education classroom
   - Using technology to differentiate instruction in the special education classroom
   - Multiple ways of assessing student learning through technology
   - Promotion of model digital citizenship and responsibility
   - Integrating technology and curriculum across core content areas

5. **How does the district utilize technology to address the needs of English Language Learners/Multilingual Learners to ensure equitable access to instruction, materials, and assessments?**

   - Class lesson plans, materials, and assignment instructions are available to students and families for "anytime, anywhere" access (such as through class website or learning management system).
   - Text to speech and/or speech to text software is utilized to provide increased support for comprehension of written or verbal language.
   - Home language dictionaries and translation programs are provided through technology.
   - Learning games and other interactive software are used to supplement instruction.

6. **The district's instructional technology plan addresses the needs of English Language Learners/Multilingual learners to ensure equitable access to instruction, materials, and assessments in multiple languages.**

    Yes, in the 5 most spoken languages in the district

7. **Please select the professional development that will be offered to teachers of English language learners/multilingual learners that will enable them to differentiate learning and to increase their student language and content learning with the use of technology.**

    ● Writing and technology workshop for teachers
    ● Reading strategies for English Language Learners
    ● The power of technology to support language acquisition
    ● Using technology to differentiate instruction in the language classroom
    ● Multiple ways of assessing student learning through technology
    ● Electronic communication and collaboration

8. **How does the district use instructional technology to facilitate culturally responsive instruction and learning environments?**

    ● The district uses instructional technology to strengthen relationships and connections with families to assist in building a culturally responsive learning environment to enhance student learning.
    ● The district uses instructional technology to facilitate classroom projects that involve the community.
    ● The district uses instructional technology to develop and organize coherent and relevant units, lessons, and learning tasks that build upon students' cultural backgrounds and experiences.
    ● The district uses instructional technology to assist in varying teaching approaches to accommodate diverse learning styles and language proficiencies.
    ● The district uses instructional technology to facilitate collaborative classroom projects among heterogeneous student groups.

Section V – Administrative Management Plan

1. **Staff Plan**

Title	Full-Time Equivalent (FTE)
District Technology Leadership	.4
Instructional Support	0
Technical Support	3

2. Investment Plan Provide a three-year investment plan to support the vision and goals

Anticipated Item or Service	If you chose 'Other' Anticipated Item or Service in the column to the left, please identify here. Otherwise, please write "N/A."	Estimated Cost	Is Cost One-time, Annual, or Both?	Potential Funding Source. May check more than one source per item	If you chose 'Other' Potential Funding Source in the column to the left, please identify here. Otherwise, please write "N/A."
Network and Infrastructure	N/A	$300,000.00	One-Time	Budget, E-Rate	N/A
End User Computing Devices	N/A	$300,000.00	Annual	Budget	N/A
Internet Connectivity	N/A	$180,000.00	Annual	Budget, E-Rate	N/A
Network and Infrastructure	N/A	$300,000.00	Annual	Budget	N/A
Staffing	N/A	$1,200,000.00	Annual	Budget	N/A
Professional Development	N/A	$300,000.00	Annual	Budget	N/A

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

   No

4. **Please indicate whether or not the district has a public website.**

   www.ryeneck.org

5. **Please indicate whether the district has assigned a specific person with responsibility for Information Security.**

   Yes**,** Corinne Ryan, CIO

6. **Please indicate whether the district has assigned a specific person with responsibility for Information Privacy.**

   Yes, Corinne Ryan, CIO

7. **Has a district-wide information security and/or privacy audit ever been performed in the district?**

    Yes, audits are performed every two years by a 3rd party contractor.

8. **Does the school district provide for educating minors about appropriate online behavior, including interacting with other individuals on social networking websites and**
    in chat rooms?

    Yes

9. **Does your school district provide for educating minors about cyberbullying awareness and response?**

    Yes

10. **Does the district have an Internet Safety Policy?**

    https://boardpolicyonline.com/?b=rye_neck

11. **Does the district have a Cyberbullying Policy?**

    https://boardpolicyonline.com/?b=rye_neck

12. **Does the district have a Parents' Bill of Rights for Data Privacy and Security?**

    http://www.ryeneck.org/Assets/District_Documents/PARENTS_BILL_OF_RIGHTS_FOR_DATA_PRIVACY_AND_SECURITY(2).pdf

13. **Does the district have an information breach policy that addresses the district's planned response to an information breach?**

    http://www.ryeneck.org/Assets/District_Documents/PARENTS_BILL_OF_RIGHTS_FOR_DATA_PRIVACY_AND_SECURITY(2).pdf

14. **Provide a direct link to the district's technology plan as posted on the district's website.**

    (see district website)

Section VI – Sharing Innovative Educational Technology Programs (optional)

1. **Please choose one or more topics that reflect an innovative educational technology program that has been implemented for at least two years at a building or district level.**

   - Active Learning Spaces/Makerspaces
   - Infrastructure
   - Personalized Learning
   - Pilots and Proof of Concept
   - Privacy and Security
   - Professional Learning
   - Project-based Learning

2. *Provide the name, title, and e-mail of the person to be contacted in order to obtain more information about the innovative program(s) at your district.*

Contact Information Please complete all columns.	Name of Contact person	Title	E-mail Address	Innovative Programs. Check all that apply for each contact name.
	Mary Lanza	Technology Coordinator	mlanza@ryeneck.org	- Active Learning Space - Infrastructure -professional learning -pilots and proof of concept -personalized learning privacy and security -project based learning